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Dr.Reddy's

Dr. Reddy's Laboratories Ltd.
8-2-337, Road No. 3, Banjara Hills,
Hyderabad - 500 034. Telangana.
India.
CIN: L85195TG1984PLC004507

Tel :+91 40 4900 2900
Fax :+91 40 4900 2999
Email :mail@drreddys.com
www.drreddys.com

July 18, 2022

Name: Umesh Beldar

Internship Programme - 2022

Dear **Umesh Beldar,**

Congratulations!

I take great pleasure in offering you **Project internship** in our organization starting from 18- July -2022 till 10-Janurary- 2023.

The base location for your internship shall be **Hyderabad** and you could be asked to work out of any of our office premises.

You will be paid a consolidated stipend amount of **INR 18,000 (INR Eighteen Thousand only) per month.**

The company shall have no liability for compensation whatsoever for any injury/accident arising out of or in the course of the project.

It is also understood that you shall adhere to all rules and regulations applicable to you for the successful and timely completion of your assignment.

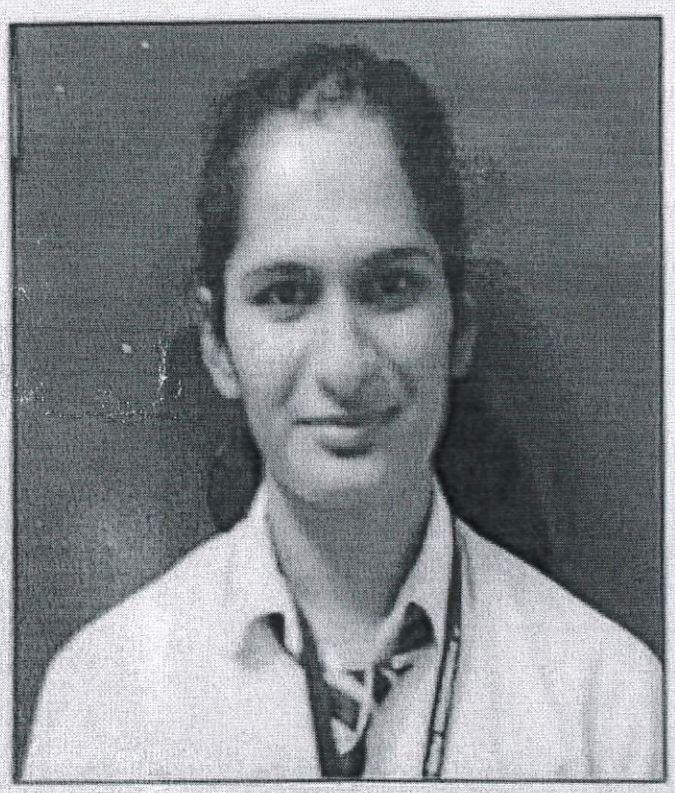
We welcome you to Dr. Reddy's and hope that the structured learning experience provided to you will benefit you and contribute towards your professional growth.

With best wishes,

DocuSigned by:
Sudeshna Mitra
20AECC9A27944F4...
Authorized Signatory

DocuSigned by:
Umesh Beldar
F97C47CAC91F427...
Name & Signature of the Intern

Infosys®



Hrutuja Borhade

1319897

AISSMS COLLEGE OF ENGINEERING
PUNE

(5)

step™

SUSTAINABLE TECHNOSOLUTIONS FOR ENVIRONMENTAL PROTECTION PVT. LTD.



Murtuza Charbiwala

NOCIL LIMITED

Regd. Office : Mafatlal House, Backbay Reclamation, H.T. Parekh Marg, Churchgate, Mumbai 400 020. India T: +91 22 6636 4062 F: +91 22 6636 4060

Plant-1:C-37, TTC Industrial Area, Post Turbhe, Off Thane Belapur Road, Pawne Village Navi Mumbai - 400 705 India. T: +91 22 6673 0551 / 552 / 553 / 554 / 555 F:+91 22 2767 1865

Plant -2:Plot No. 12-A-1, GIDC, Industrial Area, Dahej, Tal. Vagra, Bharuch, Gujarat-392130 T : +91 02641-208201/227

website : www.nocil.com CIN- L99999MH1961PLC012003

ARVIND MAFATLAL GROUP
The ethics of excellence

12th August, 2022

To,
Mr. Mahesh Raju Chavan
Kalepadal,
Hadapsar,
Pune.
Pin code:- 411 028.

Sub: Offer Letter

Dear Mr. Mahesh Chavan,

With reference to your interview with us on 20th May, 2022 we are pleased to offer you an employment as **"Trainee – Production"** in our organization for Dahej Plant as per the salary terms discussed with you.

You shall be responsible for all relieving formalities from your previous employer and NOCIL in no way shall accept any responsibility /claims from your previous employer.

Kindly acknowledge the copy of this offer letter.

Yours truly,

For NOCIL LTD

Authorized Signatory

PUNE

Name :	**Mr. Mahesh Raju Chavan**
Designation :	**Trainee - Production**
Location :	**Dahej**
D.O.B	**13th April 2000**
Qualification	**B.E. (Chem Engg)**
Addresss	**Kalepadal,**
	Hadapsar.
	Pune. 411028
Contact No:	**7758053089**
email	01maheshchavan@gmail.com
Training Period	**12 months**

CTC Offered

Monthly Benefits	Monthly	Annual	Total	Remarks
Basic	8,500.00	1,02,000.00		Monthly
Personal Allowance	10,875.00	1,30,500.00		Monthly
Monthly - Sub Total (A)	**19,375.00**	**2,32,500.00**	**2,32,500.00**	
Annual /Retiral Benefits				
Contribution to P.F.(12%)	1,800.00	21,600.00		Statutory
Gratuity	409.00	4,908.00		
Bonus	1,250.00	15,000.00		
Sub Total (B)	**3,459.00**	**41,508.00**	**41,508.00**	
Reimbursibles				
Medical Reimbursement	500.00	6,000.00		Monthly
Sub Total (C)	500.00	6,000.00	**6,000.00**	
Grand Total (A + B + C)	23,334.00	2,80,008.00	**2,80,008.00**	
4 Years Service Bond			75,000	**Rs.3 Lac will be paid at the end of 4 yrs of continuous service. Incase you break the service within 4 yrs you have to pay Rs.3 lac to Company.**

Note:

1. Transport from Bharuch station to plant shall be provide free of cost.
2. Lunch will be provide free of cost.
3. Over time payment will be as per company policy.

Authorized Signatory

Gmail

Hemlata Kamble <hlkamble@aissmscoe.com>

Fwd: NOCIL CAMPUS INTERVIEW

1 message

Prashant Warke <pmwarke@aissmscoe.com> Tue, May 9, 2023 at 4:48 PM
To: "H. L. Kamble" <hlkamble@aissmscoe.com>, kbgandhi <kbgandhi@aissmscoe.com>

---------- Forwarded message ---------
From: **Ashwin Bhende** <. >
Date: Tue 24 May, 2022, 4:21 PM
Subject: NOCIL CAMPUS INTERVIEW
To: <pmwarke@aissmscoe.com>
Cc: Kiran Kotian <. >, Sumeet Haibat < >, < >, <. >

Dear Mr. Warke,

It was my pleasure to visit your institute and conduct campus interview at the AISSMS college of Engineering PUNE.

The aptitude of the candidates was good , however the performance in the interview pertaining to basic questions was substandard.

This may be a fall out of COVID PANDEMIC & there seems to be poor assimilation of knowledge in this period.

However we have decided to give opportunity to some of these engineers that can qualify for "OPERATIONS TEAM "at Dahej.

They will be trained on the field and the gradually inducted to run DCS operated plants.

The terms and conditions remain the same as far as bond etc is concerned.

The emoluments will now be at a starting salary of Rs 2.8 lacs for one year of training and Rs 3.4 lacs on confirmation.

The candidate has to clear the medical examination for fitness.

The names of short listed engineers based on their performance in test & interview are:

1. Mahesh Chavan ——— (49)
2. Abhishek Kumbharde — 24
3. Shubam Dhas
4. Pratik Chavan — 49

Please talk to the boys and let us know if they are interested to join NOCIL at our Dahej site.

If their reply is positive , intimate us by email.

Mr Sumeet Haibat will then discuss with you the further plan of action.

Regards,

ASHWIN BHENDE.

VICE PRESIDENT.

TECHNOLOGY, PROCESS ENGG & PROJECTS

NOCIL LTD.

AISSMS COLLEGE OF ENGINEERING
PUNE

From: Sumeet Haibat <. >
Sent: 23 May 2022 20:26
To: Ashwin Bhende <. >
Subject: Contact details of Mr. Prashant Warke , Placement Officer of AISSMS

Dear Sir,

Please find the email id of Prashant Warke as pmwarke@aissmscoe.com and his mobile no. is 9823103089.

Regards and Thanks,

Sumeet Haibat

From: Prashant Warke <pmwarke@aissmscoe.com>
Sent: 19 May 2022 17:05
To: Sumeet Haibat < >
Cc: < >;
Subject: Re: Campus placement by Nocil Ltd., Navi Mumbai at AISSMS COE, Pune on May 20,2022

Dear Sir,

Good evening and Greetings from AISSMS COE, Pune.

Thank you very much for accepting our invitation to conduct Campus Placement Drive for BE Chemical and Mechanical (appearing) aspirants in the CITP of our College tomorrow.

We have made the arrangement for the drive and given necessary instructions to the candidates who wish to appear for the recruitment in an esteemed Organization: **NOCIL**, Navi Mumbai and Dahej.

On behalf of AISSMS COE, you are Welcome for the Campus Placement Drive tomorrow 9.00 AM onwards.

For any assistance, feel free to speak with me.

On Tue, May 17, 2022 at 3:24 PM Sumeet Haibat < > wrote:

> Dear Sir,
>
> Good Afternoon.

As discussed, we wish to confirm that our team will be visiting your reputed Institute on May 20,2022 (Friday) for Campus Placements of Chemical Engineering and Mechanical Engineering students appearing for their Final examination.

The Campus Placement will start at 9 am with a Presentation followed by Personal Interviews.

Our team comprises of the below mentioned members :

1. Mr. Ashwin Bhende, Vice President - Process Engineering, Technology & Project Management
2. Mr. Kiran Kotian , Senior Manager - Process Engineering
3. Mr. Sumeet Haibat , Manager - HR & Administration

We request you to intimate all the students who wish to appear for the Campus and make necessary arrangements for us to conduct Campus Placements.

Thanking you once again for all the support extended to us.

Regards and Thanks,

Sumeet Haibat

HR & Administration Dept.

Nocil Ltd.

Navi Mumbai

Mobile : (Whatsapp)

From: Sumeet Haibat < >
Sent: 08 April 2022 11:31
To: pmwarke@aissmscoe.com
Subject: FW: Resume of BE aspirants of AISSMS COE, Pune for GAT positions

Dear Sir,

Good Morning.

Firstly, we Thank you for sharing the profiles of your Chemical Engineering students with us.

The position is for Management Trainee in our Process Engineering Department for Navi Mumbai location (but should also be flexible for working at Dahej, Gujarat location based on the business requirement).

The training period will be for 1 year. Also there is a two way service bond of Rs. 3 lacs for 4 years. If the candidate leaves before completion of the bond period he will be liable to pay the bond amount to the company as per Service Bond agreement. If he completes the bond period, the company will pay him the said amount.

For any further clarification, please feel free to contact us.

Regards and Thanks,

Sumeet Haibat

Mobile –

From: Prashant Warke <prnwarke@aissmscoe.com>
Sent: 07 April 2022 13:41
To:
Subject: Resume of BE aspirants of AISSMS COE, Pune for GAT positions

Dear Sir,

Greetings from AISSMS COE and IOIT, Pune.

As per our verbal discussion during last week regarding requirement of Engineers from various disciplines (Chemical, Electrical, E& TC, Instrumentation and Mechanical) for positions on **Graduate Apprentice Trainee** in an esteemed Organization: **NOCIL Limited,** Mumbai- 400020, I am honoured to send herewith resume of BE aspirants (appearing final semester; tentative date of end of examination: 15 th June 2022) for the same.

Also attaching herewith **an Invitation for Campus Recruitment Drive 2022 and a Brochure of the Department of Chemical Engineering** for your kind information.

Looking forward for your positive consideration.

Thanking you.

Image removed by sender. Brochure_ Chemical Dept. 21-22.pdf

With Regards,

Prof. P. M. Warke

Assistant Professor and Coordinator-

Training & Placement,

and Industry Institute Interaction,

Department of Chemical Engineering

AISSMS College of Engineering, Pune-411001

Mobile: 9823103089.

Vision: Service to society through quality education

Department of Chemical Engineering,

1. Vision:

To be a leader in Chemical Engineering education providing service to society

2. Mission:

1. To prepare graduates for **responsible positions** in chemical industry, academia and research
2. To prepare graduates to **analyze and solve problems** of chemical industry, academia and research

3. Program Educational Objectives (PEOs)

1. **Competency:** To prepare competent graduates in Chemical Engineering so that they are successful in their professional career in industry, academia or research
2. **Problem Solving Skills:** To prepare graduates who can identify, analyze, research and solve Chemical Engineering problems of practical importance to industry, academia or research
3. **Leadership Skills:** To prepare graduates with effective communication, teamwork and leadership skills so that they can play effective role in industry, academia and research institutes.

With Regards,

Disclaimer: This e-mail contains Privileged and Confidential Information intended solely for the use of the addressee(s). It shall not attach any liability on the sender or NOCIL Limited or its affiliates. Any views or opinions presented in this email are solely those of the sender and may not necessarily reflect the opinions of NOCIL Limited or its affiliates. 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. While NOCIL Limited has taken reasonable precautions to minimize this risk, NOCIL Limited accepts no liability for any damage that may be caused to you in the event that there is any virus in this e-mail, or any attachments attached hereto. It is the addresses(s) duty to check and scan this email and any attachments attached hereto for the presence of viruses prior to opening the email.

Thanking you.

With Regards

Prof. P M Warke (+91-9823103089)

pmwarke@aissmscoe.com, pramowa22@gmail.com

Coordinator- CITP and I. I. I.

Department of Chemical Engineering

AISSMS College of Engineering

Kennedy Road, Near RTO Office

Pune-411001

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2 attachments

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Offer: Computer Consultancy
Ref: TCSL/DT20218398190/Pune
Date: 05/10/2021

Ms. Shraddha Pandurang Darshale
House No. 0266,'Bhavana Niwas',Punawale,Pune-411033Near Madhura Lawns, "Bhavan Niwas",
Blue Water,
Chinchwadgaon-411033,
Maharashtra.
Tel# -9860088902

Dear Shraddha Pandurang Darshale,

Sub: Letter of Offer

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

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

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

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

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

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

ATMIYA COLLEGE OF ENGINEERING

Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹**14,784/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be ₹**5,914/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹**500/-** being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of ₹**1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

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

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

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

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

CITY ALLOWANCE

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

XPLORE/ LEARNING INCENTIVES

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

OTHER BENEFITS

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

HIS offers the following benefits:

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1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

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

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

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RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**

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

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

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

2. **Pre requisites for Joining**

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

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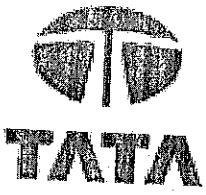
TATA



3. **Training Period**

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

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

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

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

4. **Working Hours**

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

5. **Mobility**

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

6. **Compensation Structure / Salary components**

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

7. **Increments and Promotions**

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

8. **Alternative Occupation / Employment**

Either during the period of your traineeship or during the period of your employment as a

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

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Work in SBWS mode

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

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

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related

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documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

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

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

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

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

16. Retirement

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

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by

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TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

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

19. Background Check

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

20. Submission of Documents

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

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

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

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

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

The original documents will be returned to you after verification.

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

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

21. TCS Xperience Program

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

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

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

22. Letter of Appointment

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

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from

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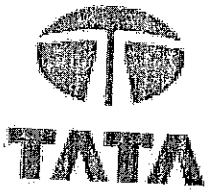

time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

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

25. Data Privacy Clause:

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

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

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

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

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

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

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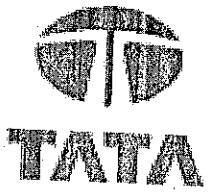

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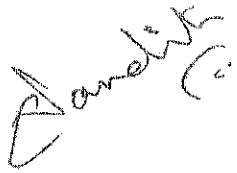
Withdrawal of Offer
If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited



Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET

Annexure 1

Name	Shraddha Pandurang Darshale
Designation	Assistant System Engineer-Trainee
Institute Name	All India Shri Shivaji Memorial Society' S Coe, Pune

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/Learning Incentive****		Upto 60,000

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

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

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

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

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

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

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Annexure 2

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

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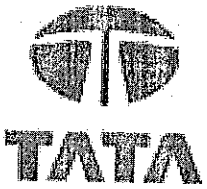

Annexure 3

Confidentiality and IP Terms and Conditions

1. **Confidential Information**

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

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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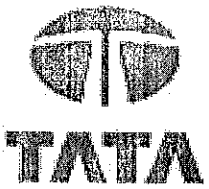

2. **Associate's Obligations**

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

3. **Intellectual Property Rights**

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

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4. **Prior knowledge**

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

5. **Use of third party material**

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

6. **Security policies and Guidelines.**

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

7. **Working in SBWS Framework:**

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

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

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

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

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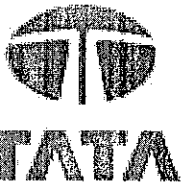
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Servicelline: 1800 209 3111 Email: careers@tcs.com



10. Equitable Rights

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

11. General

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

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

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

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Nyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Servicelline: 1800 209 3111 Email: careers@tcs.com

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

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

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Servicoline: 1800 209 3111 Email: careers@tcs.com

9:31

10

Offer Letter (Trainee) - Gulbrandsen Private Limited

Inbox



Rachit Kumra 9/28/2022
to me, Saurabh, Chetna

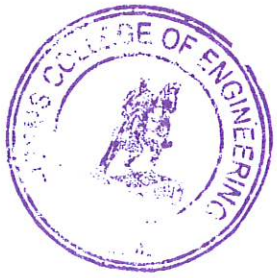
Dear Sakshi,

This refers to your interview for the position of **Trainee - Technical** at Gulbrandsen Private Limited, your date of joining will be **10th October 2022.**

PFA, herewith training letter.

Kindly confirm your date of joining and share your acceptance towards the letter.

Please feel free to get in touch with me in case of any query.



--
Warm Regards
Rachit Kumra | Team HR
Gulbrandsen | On Coastal Highway, Mujpur, Padra | Vadodara 391440
Ph : 2662 220 266 | Contact: 8141582292

Offer Letter (Trainee) - Gulbrandsen Private Limited

Inbox



Rachit Kumra 9/28/2022
to me, Saurabh, Chetna

Dear Sakshi,

This refers to your interview for the position of **Trainee - Technical** at Gulbrandsen Private Limited, your date of joining will be **10th October 2022.**

PFA, herewith training letter.

Kindly confirm your date of joining and share your acceptance towards the letter.

Please feel free to get in touch with me in case of any query.

--
Warm Regards
Rachit Kumra | Team HR

AISSMS COLLEGE OF ENGINEERING

(11)

praj

Date: 10th June 2022

Subject: Selection Letter

Dear Niranjan Deochake

Congratulations!

Thank you for showing interest in Praj Industries Limited. We are pleased to inform you that you have been selected for the position of "**Graduate Engineer Trainee**" in our organization.

Your joining date will be **11st July 2022 (Monday)**.

You will be on one-year probation period. You will be entitled for an annual salary of *INR 4,50,000/-*.

Your services with us will be confirmed on successful completion of your probation based on your performance and business scenario.

At the time of joining, you will receive Joining letter along with salary annexure.

Welcome to Praj family!

Yours truly,

Dr. Nidhi Dhanju

Group CHRO

Praj Industries Limited

I accept the above-mentioned employment offer and acknowledge receiving a copy of the same.

Signature_____

Name_____

Date_____

AISSMS COLLEGE OF ENGINEERING PUNE

Fluid TECHNICS

Address: 35/2 , Ushashree, Sahajanand Society, Kothrud, Pune – 411038, Maharashtra , India. Website : www.fluidtechnics.in

Date: 07th July 2022

To –
Mr.Nitin Dhardubey ,

Re: Offer Letter for Trainee Sales Engineer post in Fluid Technics

We at **Fluid Technics, Pune** are pleased to inform you that you have been selected for the post of "**Trainee Sales Engineer**".

You remuneration package will be as detailed in the Annexure A.

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

We are confident that you will prove to be good asset for us and contribute towards progress of the organization. We assure you of our support for your professional development and growth.

Hope the offer is clear and in line with your expectation. Please confirm the receipt of this offer letter.

We wish you a long and successful career with us.

Yours Truly,

For **Fluid Technics**



Annexure A - Remuneration Package

1. Fluid Technics offers you total monthly Gross Package of **Rs.15,000.00/-** (Fifteen Thousand Rupees Only) including TDS.

2. Expenses (travel, food, lodging (outside Pune)) borne by you for company work will be reimbursed against bills, as per the company policy. This does not include daily travel to and fro office.

3. Additionally, a handsome Sales Incentive will be granted, in addition to the monthly package, based on your performance and company policy.

4. We expect a minimum commitment period of 2 years. If you leave in between, management will have the right to forfeit the payments of one month salary and any other due payments.

5. Remuneration of your monthly package will be done in 1st week of every month.

Annexure B - Terms and Conditions

1. You will have to report to office at 9.00AM every day. Sunday will be weekly off.
   Office time: 9:00 A.M. to 5:30 P.M.

2. All standard holidays will be granted. Leaves will be granted as per company policy.

3. Any absentees/ leaves deduction will be to the discretion of the company management.

4. You may be relocated for short/long term as per requirement of work depending on company priorities.

5. You will not copy/print/share (verbal or in writing)/email any confidential company data while in job or after leaving the job to competitor or otherwise.

6. All the staff amenities like computer, mobile SIM card or any other facilities that are essential for your job post will be provided.

7. You are not allowed to work part time or otherwise during your contractual association in our company.

8. You will report to – Ms. Sarika Sahasrabudhe.

9. You will be under probation for a period of 6 months. During probation period you will not be eligible for any paid leaves.

10. We expect you to take on the responsibilities of – "**Sales Engineer".**

11. You may be given additional or different responsibilities in future as per company priorities and same will be to the discretion of the management.

12. You may have to work occasionally beyond normal working hours if situation demands.

13. Notice period of 3 months for relieving is required.

14. As part of training, you will be given additional functions or change of roles for overall development as felt appropriate by management.

15. All your expenses incurred while travelling for company work will be reimbursed at actual on producing necessary bills.

The above terms and conditions are based on the company's current policy, procedures and other rules. In all matter, including those not specifically covered here, you will be governed by the rules of the company as shall be in force from time to time.



VICTORY POLYCHEM PVT LTD

G.399/1-2, Plot No. 5, Village Bhare,Post Ghotavade,Pune-412115

Salary Slip for the month of Mar/2023

Ref. No.	186	Employee Name:	BHUSHAN BAPU DOLAS
ESI No.		Pay Days	30.5
Present Days	25.5	DOJ	15/09/2022
Designation	Jr Qc Chemist	Department	Quality Control Dept.
Division	Quality Control	Branch	VICTORY POLYCHEM PVT LTD
A/c No	50100428162388	DOB	22/01/2001
UAN	101865975562	Bal. Advance	

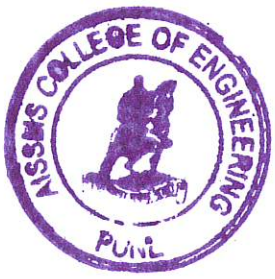
Earnings	Amount	Deductions	Amount
BASIC	11,073.00	PF	1,771.00
DA	1,943.00	ESI	111.00
SA	1,741.00	PT	200.00
Total	**14,757.00**	**Total**	**2,082.00**

Net Pay **12,675.00**

In Words **Rupees Twelve Thousand Six Hundred Seventy Five Only**

Signature

This is computer generated Pay slip hence Does not required Signature.



Cipla

DATE: 17/03/2023

OFFER ID: 74690-257227-343520

15

Offer Letter

Ms. Pratiksha Pravin Ghadle
At Post--Nagpur
Taluka-Nagpur, District-Nagpur
Nagpur - 440023
Maharashtra

Dear Pratiksha Pravin Ghadle,

We are delighted to offer you the position of **Trainee - A I** in our **Manufacturing, Active Pharmaceutical Ingredient** team at Cipla based in **Kurkumbh, Bulk Drug-3.**
You will be assigned a role of " Junior Officer - Production"

Post your interactions with our leaders at Cipla, we believe that you have the qualifications for a great career with us. At Cipla, we are committed towards ***Caring for Life***. By joining Cipla you will be assured of working with fine individuals in an excellence focused and innovation driven environment.

The complete break up of your current cost to company is attached in Annexure A of this letter. *You shall also be entitled to various benefits of the Company as applicable including Leave, Health Insurance, Travel expenses etc.*

This offer is subject to you clearing the medical examination and reference check successfully.

Kindly confirm your acceptance in the next 3 days. You are expected to join us on or before 20/03/2023.

We welcome you to Cipla family!

For Cipla Ltd

Vinay Kumar Bassi
Head HR - Operations

BISMS COLLEGE OF ENGINEERING PUNE

Cipla

Annexure A

Name: Pratiksha Pravin Ghadle	Designation: Trainee
Division: Manufacturing	Department: Active Pharmaceutical Ingredient
Region: Kurkumbh	Location: Bulk Drug-3

COMPONENTS	PER MONTH(RS)	PER ANNUM(RS)
BASIC	9000	108000
HOUSE RENT ALLOWANCE	3000	36000
CONVEYANCE ALLOWANCE	1400	16800
FOOD ALLOWANCE	600	7200
ADDITIONAL ALLOWANCE	2500	30000
.KLA	0	0
FIXED SALARY RETIRALS (TOTAL A)	16500	198000
PF	1620	19440
EXGRATIA / BONUS	700	8400
FIXED SALARY INCLUDING RETIRALS (TOTAL B)	18820	225840

In addition to the above you will get the following:

- Hospitalization benefits for self, spouse and 2 dependent children
- Group Life Insurance for Self
- Mobile Reimbursement as per approved limits
- Gratuity as per law

BISMS COLLEGE OF ENGINEERING

2021-22

Gmail

Hemlata Kamble <hlkamble@aissmscoe.com>

Fwd: Resumes of BE Chemical Fresher (Girl candidates) and Alumni from AISSMS COE, Pune for the campus recruitment on Apprentice Engineer & Experienced Engineer positions

3 messages

Prashant Warke <pmwarke@aissmscoe.com> Tue, May 2, 2023 at 7:02 PM
To: "H. L. Kamble" <hlkamble@aissmscoe.com>, kbgandhi <kbgandhi@aissmscoe.com>
Cc: Chemical Head <chem.hod@aissmscoe.com>, AISSMSCOE Placements <placements@aissmscoe.com>

Dear Madam & Sir,

Dear Sir & Madam,

Please, find an email forwarded here along with CVs of aspirants from BE Chemical (2021-22) batch out of them two students had been placed (Pratiksha Ghadle & Priyanka Garade).

This information is for NBA & NAAC purposes.

---------- Forwarded message ---------
From: **Prashant Warke** <pmwarke@aissmscoe.com>
Date: Mon, Aug 29, 2022 at 5:54 PM
Subject: Resumes of BE Chemical Fresher (Girl candidates) and Alumni from AISSMS COE, Pune for the campus recruitment on Apprentice Engineer & Experienced Engineer positions
To: <vikas.shinde@cipla.com>
Cc: Chemical Head <chem.hod@aissmscoe.com>

To,

Mr. Vikas Shinde
Manager- HR
Cipla Limited,
Kurkumbh MIDC, Tal.: Daund
Dist.: Pune

Dear Sir,

Good evening!

Greetings from AISSMS COE, Pune.

On behalf of **AISSMS COE, thank you very much** for giving opportunity to BE Chemical Fresher (Girl candidates) to apply for the Campus Recruitment Drive on **Apprentice Engineer** positions in an esteemed Organization: **Cipla Limited, Dist. Pune** including **Alumni** on an Experience basis.

As per our verbal discussion, I spoke with candidates who are interested in a job career in your Organization. I am honoured to share herewith resumes of interested aspirants. Our BE Chemical **Alumni** Nitin Raut, Prasad Pashilkar and Krishna Patil are interested in the Assistant Manager (API Mfg.) position. I did not receive a resume of Female Alumni for the same position as per the requirement in the Organization.

Also attached herewith **an Invitation for Campus Recruitment Drive 2022 and Brochure of the Department during A. Y. (2021-22)** for the reference purpose.

Recently, Dr. M. Y. Naniwadekar is heading the Department of Chemical Engineering, AISSMS COE, Pune from A. Y. (2022-23). This is the only one change that is for your kind information.

Looking forward for your positive consideration.

Thanking you.

With Regards,

Prof. Prashant M. Warke
Assistant Professor and
Coordinator- Centre for Information, Training and Placement (CITP),
Industry- Institute Interaction, One Faculty-One
Industry, Industrial Visits, NAAC Criteria III, NBA
Criteria VII, **Mentor 'Standards' Club under BIS, Pune**
Lab. I/C. MO, Subjects (UG & PG) Chairman BOS Chemical Engineering SPPU, Pune
Department of Chemical Engineering
AISSMS COE, Pune- 411001.

Contact: Cell Ph. No. 9823103089/ Ph. No. (Office) 020-2605 8587, 2605 7660,
2605 8342- **Extn. 1220. URL: www.aissmscoe.com**
Email: pmwarke@aissmscoe.com,
pramowa22@gmail.com, scopechemical22@gmail.com

Vision: Service to society through quality education

Department of Chemical Engineering,

1. Vision:

To be a leader in Chemical Engineering education providing service to society

2. Mission:

1. To prepare graduates for **responsible positions** in chemical industry, academia and research
2. To prepare graduates to **analyze and solve problems** of chemical industry, academia and research

3. Program Educational Objectives (PEOs)

1. **Competency:** To prepare competent graduates in Chemical Engineering so that they are successful in their professional career in industry, academia or research
2. **Problem Solving Skills:** To prepare graduates who can identify, analyze, research and solve Chemical Engineering problems of practical importance to industry, academia or research
3. **Leadership Skills:** To prepare graduates with effective communication, teamwork and leadership skills so that they can play effective role in industry, academia and research institutes.

Thanking you!

With Regards

Prof. P M Warke (+91-9823103089)

pmwarke@aissmscoe.com, pramowa22@gmail.com

Assistant Professor and Coordinator

Department of Chemical Engineering

AISSMS College of Engineering

Kennedy Road, Near RTO Office

Pune-411001

---

7 attachments

Invitation_ Campus Recruit. BE Chem. 21-22.pdf
561K

Brochure_ Chemical Dept. 21-22.pdf
21210K

Pratiksha Ghadle Resume.pdf
450K

Resume Priyanka Garade.pdf
116K

Resume_Nitin Raut.docx
12K

Prasad Pashilkar Resume.pdf
134K

Krishna Patil Resume.pdf
167K

Prashant Warke <pmwarke@aissmscoe.com> Tue, May 2, 2023 at 7:04 PM
To: "H. L. Kamble" <hlkamble@aissmscoe.com>, kbgandhi <kbgandhi@aissmscoe.com>
Cc: Chemical Head <chem.hod@aissmscoe.com>, AISSMSCOE Placements <placements@aissmscoe.com>

---------- Forwarded message ---------
From: **Swati Kale/HR/KKB** <Swati.Kale@cipla.com>
Date: Tue, Aug 30, 2022 at 1:27 PM
Subject: FW: Resumes of BE Chemical Fresher (Girl candidates) and Alumni from AISSMS COE, Pune for the campus recruitment on Apprentice Engineer & Experienced Engineer positions
To: pmwarke@aissmscoe.com <pmwarke@aissmscoe.com>
Cc: Vikas Shinde/HR/KKB-III <Vikas.Shinde@cipla.com>

Dear Mr Warke,

As per our discussion, please share us more profiles of Female candidates preferable from 2 to 6 yrs. of experience.

Regards,

Swati Kale/HR/KKB

From: Vikas Shinde/HR/KKB-III Vikas.Shinde@Cipla.com
Sent: 29.08.2022 18:13
To: Swati Kale/HR/KKB Swati.Kale@Cipla.com

Subject: FW: Resumes of BE Chemical Fresher (Girl candidates) and Alumni from AISSMS COE, Pune for the campus recruitment on Apprentice Engineer & Experienced Engineer positions

Please do the needful as discussed

From: Prashant Warke <pmwarke@aissmscoe.com>
Sent: 29 August 2022 17:54
To: Vikas Shinde/HR/KKB-III <Vikas.Shinde@Cipla.com>
Cc: Chemical Head <chem.hod@aissmscoe.com>
Subject: Resumes of BE Chemical Fresher (Girl candidates) and Alumni from AISSMS COE, Pune for the campus recruitment on Apprentice Engineer & Experienced Engineer positions

This message is from an EXTERNAL SENDER - be CAUTIOUS, particularly with links and attachments.

[Quoted text hidden]

"Legally privileged confidential information and subject to "Disclaimer".

Thanking you.
[Quoted text hidden]

Prashant Warke <pmwarke@aissmscoe.com> Tue, May 2, 2023 at 7:09 PM
To: "H. L. Kamble" <hlkamble@aissmscoe.com>, kbgandhi <kbgandhi@aissmscoe.com>
Cc: AISSMSCOE Placements <placements@aissmscoe.com>, Chemical Head <chem.hod@aissmscoe.com>

Dear Madam & Sir,

PFA along with the forwarded email out of them, one student (Sakshi Deshmane) had been placed/ selected. She did the job for some months and left the Company: Cipla Ltd., Pune to join another Company in Dahej (Gujarat).

This information is for NBA and NAAC purposes.

---------- Forwarded message ---------
From: **Prashant Warke** <pmwarke@aissmscoe.com>
Date: Sat, Sep 3, 2022 at 2:41 PM
Subject: Re: FW: Resumes of BE Chemical Fresher (Girl candidates) and Alumni from AISSMS COE, Pune for the campus recruitment on Apprentice Engineer & Experienced Engineer positions
To: Swati Kale/HR/KKB <Swati.Kale@cipla.com>
Cc: Vikas Shinde/HR/KKB-III <Vikas.Shinde@cipla.com>

Dear Madam,

Greetings from AISSMS COE, Pune.

With reference to the trailing mail, I am honoured to send herewith CVs of three female candidates (BE Chemical Freshers) in addition to CVs of Pratiksha Ghadle and Priyanka Garade for the recruitment in an esteemed Organization**: Cipla Ltd.,** M.I.D.C., Kurkumbh, Dist. Pune.

I did not receive resumes of Female Alumni from 2 to 6 yrs. of experience for Sr. Engineer/ Assistant Manager (API Mgf.) positions as per the requirement in the Organization.
[Quoted text hidden]

AISSMS COLLEGE OF ENGINEERING PUNE

--
Thanking you!

[Quoted text hidden]

3 attachments

CV_ SAKSHI_DESHMANE_BE_Chemical.pdf
185K

Mrudula_Jadhav(RESUME).pdf
173K

Resume_Hrutuja Borhade.pdf
26K

16

Gmail

Hemlata Kamble <hlkamble@aissmscoe.com>

Fwd: [External]Details of Students' of AISSMS COE, Pune for Campus Recruitment 2021

1 message

Prashant Warke <pmwarke@aissmscoe.com> Tue, May 2, 2023 at 6:53 PM
To: "H. L. Kamble" <hlkamble@aissmscoe.com>, kbgandhi <kbgandhi@aissmscoe.com>
Cc: Chemical Head <chem.hod@aissmscoe.com>, electrical.hod@aissmscoe.com, mechanical head <mech.hod@aissmscoe.com>, AISSMSCOE Placements <placements@aissmscoe.com>

Dear Madam & Sir,

Please, find herewith placement/ selection proof of students from BE Chemical, BE Electrical & BE Mechanical (2021-22) batch for NBA & NAAC purposes.

---------- Forwarded message ---------
From: < >
Date: Thu, Dec 16, 2021 at 8:44 PM
Subject: RE: [External]Details of Students' of AISSMS COE, Pune for Campus Recruitment 2021
To: Prashant Warke <pmwarke@aissmscoe.com>
Cc: < >, < >, < >, < >

Dear Team,

With reference to applications received from your institute and the subsequent written test & interviews conducted, we are pleased to offer the following students the position of **"POLYESTER GRADUATE ENGINEERING TRAINEE"** with **Reliance Industries Limited:**

Sr. No.	Student Name	Selection Status	Discipline	Business
1	Siddhi Vikas Pedamkar	Selected	Chemical	Polyester
2	Viraj Rajendra Gandhi	Selected	Chemical	Polyester
3	Sudip Dhananjay Dongre	Selected	Mechanical	Polyester
4	Geetesh Santosh Tiwarekar	Selected	Mechanical	Polyester
5	Aditya Bhople	Selected	Electrical	Polyester
6	Sayali Dhanaji Pawar	Selected	Electrical	Polyester
7	Dhananjay Kumar Singh	Waitlisted	Chemical	Polyester
8	Shubham Manohar Kothawade	Waitlisted	Mechanical	Polyester
9	Gaurav Pruthviraj Kad	Waitlisted	Mechanical	Polyester

2021-22 — 22

2021-22 — 16

2021-22 — 12

AISSMS COLLEGE OF ENGINEERING PUNE

Request your help to please congratulate the selected students on our behalf and please communicate the following to them on priority (preferably today itself):

- We have designed a very exciting career path for them at Reliance. They will be required to undergo a training program for **One Year** from the date of joining and upon successful completion of the training period they will be confirmed at **'Grade J'.**
- They will be entitled to **receive compensation & benefits as per the enclosed Annexure**
- **Kindly note that their appointment is subject to following conditions:**
    - Pre-Employment Medical examination clearance from RIL
    - Successful completion of degree examination with a minimum aggregate score of 6.0 CGPA or 60% with no active backlog.
- As next steps, close to the date of joining the students will receive a system generated link which they will need to use in order to create an online RIL application and accept the offer electronically to initiate their pre-joining formalities.

Once you have communicated the above to the students, **request you to please send us a line in response to this email confirming their acceptance of the same**.
Please send this to us latest by **1pm, 17.12.2021** post which this email will be treated as null and void if no response received.

We look forward to your response on behalf of the selected students! Thank you once again for your support towards a smooth hiring process.

Regards,

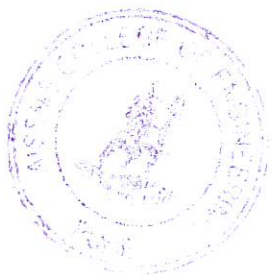
From: Prashant Warke <pmwarke@aissmscoe.com>
Sent: 11 December 2021 01:02
To: < >
Cc: < >; < >; < >; < >
Subject: Re: [External]Details of Students' of AISSMS COE, Pune for Campus Recruitment 2021

The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin.

Dear Sir and Team Members,

Reliance Industries Limited

Thank you very much!



I have informed regarding the interview with the necessary instructions to the shortlisted students and the concerned student Coordinators as mentioned in your email to do the further necessary action.

With Best Regards,

Prof. P. M. Warke,

Coordinator- Centre for Information, Training and Placement,

Industry- Institute Interaction,

Department of Chemical Engineering,

All India Shri Shivaji Memorial Society's

College of Engineering,

Pune- 411001.

Email: pmwarke@aissmscoe.com

Contact: 9823103089.

On Fri, Dec 10, 2021 at 9:06 PM < > wrote:

Hi Team,
PFA the Reference Sheet cum Shortlist for Interview.

As discussed, the interviews are scheduled for 14th December 2021 starting 09:00 am onwards.

We shall be hiring for the following Business & Disciplines:

Business	Chem	Mech	Elec
MFG - PY	Yes	Yes	Yes

Please send us the following on---------- through "WETRANSFER" Website or Mobile App by 05 pm, 11th Dec 2021:

1. Please share the CVs of the students in separate discipline wise zipped folders **(Label the folder as 'College Name_Discipline_CVs', label each CV as 'College Name_Student Name_Discipline')**
2. Please ask students to fill the attached application form. Request them to use the **'Fill & Sign Tools' option** in Adobe Reader to fill the application form and rename the same with **'College Name_Student Name_Discipline'**
3. Please share the Application forms in separate discipline wise zipped folders **(Label the folder as 'College Name_Discipline_Application Forms')**
4. Also please let us know in case any further students from the list have been placed in other companies before the interview date.
5. Also, **Mark the Placed Students in the Reference Sheet cum Interview Shortlist without deleting anything.**



Interview SPOC Details are as follow:

Let me know in case of any queries.

Regards,

GMS HR - Talent Acquisition Group

From:
Sent: 19 November 2021 16:51
To: 'Prashant Warke' <pmwarke@aissmscoe.com>
Cc: < >; < >; < >
Subject: RE: [External]Details of Students' of AISSMS COE, Pune for Campus Recruitment 2021

Dear Team,

Please find attached the shortlist for the online test. As discussed, the online test is scheduled as follows:

Day	Date	Start Time	End Time
TUESDAY	23RD NOV 2021	05:00PM	06:30PM

Please note & communicate the following to the candidates:

1. Before starting the test, the students will be required to fill a registration form. Please request students to fill in the accurate details since this will be used for records at a later stage.
2. **Test Deadline: 23RD NOV ,06:30PM** (The test will take 1 hour to complete, plus an additional 15 mins to complete the registration form before starting the test. Please inform the students to plan accordingly as no requests for deadline extensions/timing changes will be entertained)
3. Lockdown browser download to be done one day prior to the test date. Candidates must follow the attached instructions for the same.
4. Request the students to also go through attached guidelines prior to attempting the test
5. Login credentials for the test will be shared to the candidates by the test vendor (AMCAT) in a separate mail.

Please ask the candidates to reach out to the technical chat link mentioned in the mail which will be sent by the test vendor to each candidate for any issues or queries.

Query resolution will only be done by the live agents functioning with the technical chat link.

Regards,



GMS HR- Talent Acquisition Group

From: Prashant Warke <pmwarke@aissmscoe.com>
Sent: 12 November 2021 15:50
To: < >
Cc: < >; < >; < >
Subject: [External]Details of Students' of AISSMS COE, Pune for Campus Recruitment 2021

The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin.

Dear Sir,

Greetings from AISSMS COE, Pune

As per an email sent to you on November 11, 2021 with reference to your mail dated November 10, 2021 regarding Campus Recruitment 2021 of students of BE Chemical, Mechanical/ Mechanical (S/W) and Electrical disciplines (passing out in 2022) of **AISSMS COE, Pune** for an esteemed Organisation: **Reliance Industries Limited**, I am honoured to share herewith the Students' details in the prescribed format as per your mentioned criteria alongwith contacts of Student Coordinators.

Looking forward to your kind consideration.

Thanking you.

Best Regards,

Prof. P. M. Warke

Coordinator- Centre for Information, Training and Placement,

Industry Institute Interaction

Department of Chemical Engineering

AISSMS College of Engineering, Pune-411001

Mobile: 9823103089, www.aissmscoe.com

"Confidentiality Warning: This message and any attachments are intended only for the use of the intended recipient(s), are confidential and may be privileged. If you are not the intended recipient, you are hereby notified that any review, re-transmission, conversion to hard copy, copying, circulation or other use of this message and any attachments is strictly prohibited. If you are not the intended recipient, please notify the sender immediately by return email and delete this message and any attachments from your system.

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Thanking you!

With Regards

Prof. P M Warke (+91-9823103089)

pmwarke@aissmscoe.com, pramowa22@gmail.com

Assistant Professor and Coordinator

Department of Chemical Engineering

AISSMS College of Engineering

Kennedy Road, Near RTO Office

Pune-411001

CTC Annexure - Polyester.pdf
73K

Reliance
Projects & Property Management Services Limited

Date: 4 Jul 2022

Ref: 5171/80166049/30031051/040722/1850

Dear Viraj Rajendra Gandhi,

Letter of Appointment

With reference to written tests / interview you had with Reliance Group of Companies, we are delighted to appoint you in the position "Graduate Engr Trainee - Chem" in Group , based upon following terms and conditions.

Documentation

This appointment letter consists of the below mentioned attachments:

A compensation term sheet
Components of Compensation
Terms and conditions
Other applicable paperwork based upon your specific needs

You are required to read these before you commence your employment

01. Place of Posting

Your initial place of posting will be at the place of your training. During your training period, you may be posted / transferred / to any of the offices / projects / divisions / departments / units of the company existing or to be set up at any location in India or abroad without any additional remuneration. Your services are also liable to be transferred to any of the group companies.

You will report for training on or before **04-Aug-22** failing which this letter of appointment shall automatically stand withdrawn and cancelled.

02. Mandatory Criteria:

i. Score eligibility:
Your appointment is subject to your securing minimum CGPA of 6.0 / 60% & above marks over 8 semesters, wherever applicable.

ii. Pre-employment Medical Check:
Pre-employment Medical Check clearance from RIL certified doctor. System generated information will be received for initiating the same on acceptance of this appointment letter.

03. Confirmation:

You will be under training for a period of one year from the date of joining the Company. During training you will be undergoing various assessments at the end of which there will be a final assessment. Your confirmation on permanent rolls of the company solely depends on the discretion of the management and the same is not a matter of right in any manner whatsoever.

Management reserves the right to terminate your training either during the training period or on completion of the same without assigning any reasons whatsoever.



(This letter is computer generated and does not necessarily require a signature)

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CIN: U72501GJ2019PLC108755

We would also like to draw your particular attention to our Values and Behaviours. We have six values that express our shared understanding of what we believe, how we aim to behave and what we aspire to be as an organisation. Our values are about delivering customer value, having an ownership mind-set, showing respect and integrity, pursuing excellence and being one team.

Next Steps

This is system generated appointment letter based on the offer letter received. Please confirm your acceptance of this appointment letter by clicking 'Accept' button online. This letter of appointment shall automatically stand withdrawn in case we do not receive your acknowledgement online within ten days from receipt of this letter.

This offer of employment is subject to you providing all of the information and documentation requested BEFORE you commence employment with us. All information / documentation submitted by you will be considered as submitted on your own freewill and consent.

This appointment is confidential and you must not discuss this or disclose any documentation related to it with anyone other than your immediate family. Any disclosure of the details of this offer to a third party other than your immediate family may result in withdrawal of the offer.

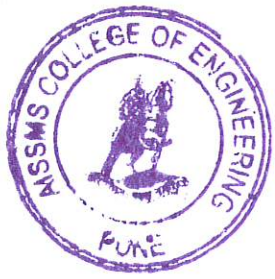
We reserve the right to withdraw our offer of employment/terminate your employment with us without assigning any reason whatsoever thereof, or delay your start date if you do not provide the required information and documentation within the required timelines or if during this process you intentionally leave out any information or provide any information which is inaccurate or untrue.

In case of any dispute regarding interpretation of any word or clause of this latter, the decision of the management shall be final and binding.

We look forward to your joining out team for a long, successful and pleasant association.

Sincerely yours,
Rel Pro & Prop ManSer Ltd

Authorized Signatory



(This letter is computer generated and does not necessarily require a signature)

Date: 4 Jul 2022

Reliance
Projects & Property Management Services Limited

ANNEXURE A

1.1 Annual Compensation Summary

ANNEXURE 1.1 - A		
Name: Viraj Rajendra Gandhi		
Compensation Breakup	**Monthly (INR)**	**Annual (INR)**
Basic Pay	15,695	1,88,340
House Rent Allowance	7,848	94,170
Residual Choice Pay	15,249	1,82,988
Insurance		
Group Personal Accident Insurancee Premium (GPAI)	57	679
roup Term Life Insurance Premium (GTLI)	400	4,794
Medical Insurance Premium* (Self, Spouse, 3 Dependent Children & Dependent Parents)	3,947	47,369
SUB TOTAL - I	43,195	5,18,340
Employer's Contribution to Provident Fund: PF (12% of Basic Pay)	1,883	22,601
Gratuity (4.81% of Basic Pay)	755	9,059
SUB TOTAL - II	2,638	31,660
TOTAL- FIXED PAY [I + II]	45,833	5,50,000

Residual Choice Pay can be distributed among the following Tax Friendly elements - HRA, LTA, Conveyance Allowance, Office Wear Allowance, Children Education Allowance, Food & Beverage Coupons, Gift Vouchers and Fuel & maintenance Expenses. Remaining amount will be paid as "Residual Choice Pay", as applicable.

AISSMS COLLEGE OF ENGINEERING PUNE

Date: 4 Jul 2022

1.2 Tax Status of compensation elements

Below table shows all of the Total Pay components and their taxability status.

S.No.	Total Pay Components	Taxability Status (as per prevailing norms)
I	**Base Salary**	
a.	Basic Salary	Taxable
b.	Provident Fund Contribution (PF)	Please refer Annexure B
c.	Gratuity	Please refer Annexure B
II	**Choice Pay**	
a.	Medical Reimbursement	Taxable
b.	Food Coupon	Tax exempt subject to conditions
c.	Gift Coupon	Tax exempt subject to conditions
d.	Leave Travel Allowance (LTA)	Tax exempt subject to conditions
e.	Office Wear Allowance (OWA)	Tax exempt subject to conditions (only applicable to locations having a 'Uniform Policy')
f.	Children's Education Allowance (CEA)	Tax exempt subject to conditions
g.	Children's Hostel Allowance (CHA)	Tax exempt subject to conditions
h.	Residual Choice Pay (RCP)	Taxable
i.	**Vehicle**	
1.	Company Lease Vehicle Scheme	Tax exempt (up to the value of EMI)
2.	Fuel and Vehicle Maintenance Reimbursement	Tax exempt (Taxable Perquisite Notional Value)
3.	Conveyance Allowance	Taxable
j.	**Housing**	
1.	House Rent Allowance (HRA)	Tax exempt subject to conditions
2.	Company Accommodation (where it is provided)	Taxable Perquisite
k.	**Insurance**	
1.	Group Personal Accident Insurance Premium (GPA)	Tax exempt
2.	Group Term Life Insurance Premium (GTLI)	Tax exempt
3.	Medical Insurance Premium	Tax exempt
III	**Annual Cash Bonus (ACB) / Performance Linked Incentive (PLI)**	Taxable, If Applicable

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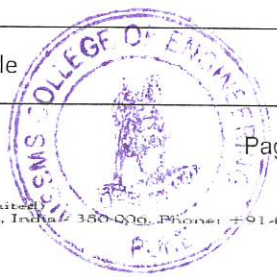

Please Note:-

- The income tax calculation is provisional and is based on the current income tax rules (**Rules**). Any change in the Rules may impact the income tax projections.

- You shall bear and pay the tax liabilities, if any, applicable in relation to all the perquisites or benefits provided to you in accordance with the provisions of this Agreement. Please note that all the details set out above are indicative and subject to change with change in Indian tax policies and rules.

- Employee shall be solely responsible for the payment of any and all taxes on salary / income, employee benefits and personal income. You are advised to get updated information in relation to the income tax calculation on your salary from independent external advisors

- Fixed Pay elements like fuel and maintenance reimbursement, office wear allowance, medical reimbursement, LTA will be reimbursed at actuals based on the bills submitted and in case the reimbursement amount falls short of the amount chosen, the balance will be paid as taxable allowance.



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Annexure B

Components of Total Pay

The Company follows a Total Pay structure that reflects the total cost of an employee to the Company this includes all direct and indirect payments including all benefits, perquisites, subsidies, and Annual Cash Bonus (**ACB**) / Performance Linked Incentive (**PLI**). This structure is being followed so as to provide flexibility to the employees in structuring their compensation package. The components within each category of payments are discretionary and these components may be changed by the Company from time to time without notice.

The main components under the Total Pay structure are as follows:

I. Components of Compensation

1. **Base Salary:** This is first part of the total pay, which may include Basic Salary, PF and Gratuity

   a. **Basic Salary:** This is the base pay component of the fixed pay and is the reference salary for provident fund and gratuity contribution.

   b. **Provident Fund (PF):**
   The contributions payable by the Employer under the scheme shall be at the rate specified under the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 (**PF Act**). The current rate of contribution is 12% of PF Salary. Employee also contributes an equal amount from employee's monthly salary, as per PF Act. Both of these are remitted on a monthly basis to the Company's PF Trust / RPFC.

   Out of the Employer's contribution, a portion (presently 8.33% of PF Salary subject to a maximum of INR 1250) is deposited into the Employees' Pension Scheme. The part of the company's contribution deposited under Employees' Pension Scheme to RPFC is to provide employees with pension on retirement or after completion of a specified period of service. TDS recovery from PF settlement will be as per the relevant provision of the Income Tax Act, 1961.

   Benefits associated with Employees' Provident Fund and Employees' Pension Scheme will be as per the prevailing rules and regulations outlined in the Employees' Provident Funds and Miscellaneous Provisions Act, 1952. Employees are advised to refer to EPFO site (http://www.epfindia.com/) for detailed rules, procedures and any other updates.

   Please note that the contribution amounts, limits, withdrawals and other rules applicable to the PF and pension are subject to applicable Indian laws in force from time to time. Employee is bound to adhere to all changes in the applicable law. Any implications on contribution, accumulation and withdrawal conditions outlined in the Employees' Provident Fund and Employees' Pension Scheme is to be borne by the employee. To understand implications associated with any such change in relevant laws or the Employees' Provident Fund and Employees' Pension Scheme, employees are recommended to solicit independent external advice.

   c. **Gratuity**

   Employer's contribution to the Company's Gratuity Fund will be as specified under 'The Payment of Gratuity Act ,1972'. Currently, the Employer's contribution to the Company's Gratuity fund is @ 4.81% of Basic Salary. Gratuity shall be payable to an employee on completion / end of their employment with the Company provided employee has rendered continuous service for a minimum period of 4 years and 240 days. However, eligibility for contribution to the Gratuity Trust / Fund commences from the first day of employment and in the event of separation prior to such 4 years and 240 days, the same will be paid as ex-gratia, except in case of separation due to disciplinary grounds.

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Gratuity is calculated as follows:

(Last Drawn Salary / 26 Days) x 15 days x Number of completed years of service (In the case of death, the minimum service requirement does not apply)

For every completed year of service or part thereof in excess of 6 months, the employer will pay the employee gratuity at the rate of 15 days wages based on the rate of wages last drawn by such employee. Income Tax on the gratuity payment will be applicable as per Income Tax Rules. In the event an employee fails to complete 4 years and 240 days of continuous service, ex-gratia will be paid up to the amount of gratuity accumulated and will be subject to prevailing Income Tax Rules.

Maximum Amount of Gratuity which will be exempt from Income Tax will be as per 'The Payment of Gratuity Act, 1972'.



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2. Choice Pay :

This is second part of the total pay. Subject to eligibility and availability of amount mentioned under various components in Annexure A, an employee may opt for all the allowances or combination of them

a. **Medical Reimbursement**

Employee may opt for medical reimbursement for expenses incurred by the employee to meet health related expenditure, such as medicines, doctor's fees etc. of the employee and employee's family members. Medical expenses up to a maximum of INR 15,000 per annum will be reimbursed at actuals against production of bills.

This component is taxable.

b. **Food Coupons**

Employee may opt for Sodexo / Accor Pass Meal Vouchers. These are food coupons that can be exchanged for food and beverages at all approved affiliated establishments across India.

However, once purchased, these coupons cannot be redeemed for cash.

c. **Gift Coupons**

Employee may opt for gift coupons. Company provides Sodexo / Accor Pass Gift Vouchers that can be used to buy dailynecessities at over 6000 affiliated establishments across India.

However, once purchased, these coupons cannot be redeemed for cash.

Up to INR 5,000 per annum is tax exempt.

d. **Leave Travel Allowance (LTA)**

Employee may opt for LTA. It refers to reimbursement by Company of actual expenses incurred only on travel by employee along with their dependents to any place within India. Expenses such as hotel accommodation, sightseeing, food etc. are not eligible to be reimbursed as LTA or for tax exemption. The following qualifying criteria are to be met for claiming LTA:

1. Employee must necessarily take 5 days of continuous Privilege Leave.
2. The family for this purpose includes spouse, unmarried dependent children (maximum of two only), parents and dependent brothers and sisters.
3. No advance is given towards LTA. It must be claimed as a reimbursement against actual bills and travel documents.

Entitlement: Employee has to decide on the quantum of LTA (could be up to 2 months' basic salary) that employee wishes to avail as part of employee's choice pay component. This choice has to be made by employee initially at the time of joining and thereafter at the beginning of each financial year. A mid-year change in the quantum of LTA is not permissible.

As per current Income Tax rules, tax exemption for LTA is allowed twice in a block of 4 calendar years. Tax authorities have defined the current 4 year block as being from 1 January 2018 - 31 December 2021.

The quantum of exemption is subject to following maximum limits depending on the mode of transport used or available:-

1. Journey by air: Economy class air fare of national carrier by shortest route or the actual amount spent, whichever is lesser
2. Journey by rail: AC first class fare by shortest route or the actual amount spent, whichever is lesser
3. Place of origin and place of destination connected by rail but journey performed by other mode of transport: AC first class fare by shortest route or the actual amount spent, whichever is lesser
4. Place of origin and place of destination not connected by rail (partially or fully) and not connected by other recognized public transport system: AC first class fare by the shortest route or the actual amount spent, whichever is lesser

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e. **Office Wear Allowance (OWA)**

Only employees' working at locations where a `Uniform Policy' is in place may opt for OWA.

OWA is an allowance provided to employees to meet expenditures incurred by employee towards purchase of uniform to be worn at the workplace.

OWA is tax exempt subject to the following limits:-

a. For all Grade: INR 24,000

f. **Children's Education Allowance (CEA)**

Employee may opt for CEA to meet education expenses of their children.

INR 100 per month per child subject to a maximum of two children is tax exempt

g. **Children's Hostel Allowance (CHA)**

Employee may opt for CHA to meet hostel expenses of their children.

INR 300 per month per child subject to a maximum of two children, is tax exempt

h. **Residual Choice Pay (RCP)**

The balance un-utilized amount is paid under the salary head as "Residual Choice Pay" and is subject to tax.

Please note that you are required to make a declaration within 7 days of joining the Company and at the beginning of each financial year and thereafter from time to time within the timelines notified by the company, regarding the amounts to be claimed under each expense mentioned above. You are required to submit all bills and other supporting documents on or by 15th January for each financial year

i. **Vehicle**

1. **Company Leased Vehicle Scheme (CLV)**

As part of the compensation structure the company offers an option of availing a vehicle under the prevailing company vehicle policy, subject to eligibility. The major features of the scheme are as follows:

Parameter	Four Wheeler
Scheme Details	Company Leased Vehicle (CLV)
EMI Calculation Base	Vehicle Invoice Value (Final on-road price, excluding taxes)
EMI Limit	Grade `H' and above - upto 100% of Residual Choice Pay Grade `I' and below - upto 50% of Residual Choice Pay
Interest rate	11.5 % per annum on monthly reducing balance basis
Vehicle Cost Limit	NA
Tenure	2 to 4 Years (Upto 48 Instalments)
Insurance Coverage Options	1.Comprehensive 2.Bumper to Bumper (Zero depreciation)

Mandatory debits towards Vehicle Insurance would be applicable to those opting this scheme.

The company vehicle policy provides more details regarding the vehicle scheme.

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2. **Fuel and Vehicle Maintenance Reimbursements**

All employees covered by the Company Vehicle Scheme are eligible for fuel and vehicle maintenance reimbursements. Employees using self-owned vehicles are also eligible for such reimbursement.

The limits for Fuel & Vehicle Maintenance for Own Vehicles and Vehicles under Company Vehicle Scheme are as under:

Level	4 Wheeler	2 Wheeler
All Grades	INR 1,80,000 p.a.	INR 36,000 p.a.

In case an employee is using a self-owned vehicle, employee needs to maintain a vehicle usage log in the system (ESS). Tax exemption will be available upto the limits set out above, subject to submission of supporting documents.

3. **Conveyance Allowance**

To be opted by an employee to meet the expenditure incurred for the purpose of commuting between place of employee's residence and place of employee's duty. However, this option may be availed only if the employee is not opting for fuel and maintenance reimbursement.

This component is taxable.

j. Housing

1. **House Rent Allowance (HRA)**

House Rent Allowance is paid in respect of expenses incurred on rented accommodation.

As per Section 10(13A) and Rule 2A of the Income Tax Act and Rules respectively, the lesser of the following is exempt from tax-

1. An amount equal to 50% of the salary, where the residential house is situated at Mumbai, Kolkata, Delhi or Chennai and an amount equal to 40% of salary where the residential house is situated at any other place;
2. House rent allowance received by the employee in respect of the period during which the rental accommodation is occupied by the employee during the previous year
3. The excess of rent paid over 10% of salary

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2. **Company provided Accommodation**

In case the employee is opting for an accommodation provided by the company, the basis of valuation will be as under-

Population of City as per 2001 census where Accommodation is provided	Where the Accommodation is owned by the Employer	Where the Accommodation is taken on lease or rent by the Employer
Exceeding 25 lakhs	15% of Salary in respect of the period during which the accommodation is occupied by the Employee	1. 15% of Salary; or 2. Lease rent (paid or payable) by the Employer, whichever is less
Exceeding 10 lakhs but not exceeding 25 lakhs	10% of the Salary in respect of period during which the accommodation is occupied by the Employee	
Any other	7.5% of the Salary in respect of period during which the accommodation is occupied by the Employee	

k. Insurance

i. Group Personal Accident Insurance (GPA)

All Employees are mandatorily covered under the Group Personal Accident Insurance scheme.

The sum insured is INR 25 lakhs and the corresponding debit towards premium is INR 679 per annum.

Benefit Clauses:

1. Death: 100% of sum insured
2. Permanent Total Disablement: 100% of sum insured as per insurance policy
3. Permanent Partial Disablement: varies from 1% to 75% of sum insured as per insurance policy
4. Temporary Total disablement: 1% of capital sum insured per week subject a maximum of INR 5000 per week for a period of 100 weeks.

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ii. Group Term Life Insurance (GTLI)

All employees are mandatorily insured under Group Term Life Insurance. The insured amount and corresponding premium [mandatory debit] are as follows:

Fixed Pay (Base Pay + Choice Pay)	Sum Assured	Mandatory Debit (per annum)
Up to INR 24,99,975	INR 25 Lakhs	INR 4,794
From INR 24,99,975 to below INR 49,99,975	INR 50 Lakhs	INR 17,679
From INR 49,99,975 to below INR 74,99,975	INR 75 Lakhs	INR 26,520
INR 74,99,975 and above	INR 100 Lakhs	INR 36,167

Benefit Clause: -

Total sum assured is payable to the employee's nominee upon death of the employee. However, nothing is payable on survival.

iii. Medical Coverage

The Company endeavors to ensure that financial support is available to all employees to meet their medical needs and those of their dependent family members. All employees are mandatorily covered under this scheme. The coverage and mandatory debits in respect of the same are as follows-

Level	Family Definition	Benefits of Mandatory Coverage
B to F: Company's Management Medical Scheme	Self, Spouse, 3 dependent children (up to 25 years)	Floater Mediclaim Policy of INR 5 Lakhs, Plus Additional floater Mediclaim policy of Domiciliary reimbursement at actuals (as per INR 5 Lakhs the Management Medical Scheme)
	Dependent parents	Floater Mediclaim coverage of INR 5 Lakhs irrespective of the number of members covered, Plus Additional floater Mediclaim policy of INR 5 Lakhs
	1. Hospitalization room category up to Deluxe Single AC Room 2. Dental treatment reimbursement up to INR 15,000 per family p.a. (cosmetics not covered) 3. Full time Retainers shall be covered as per commitment / joining terms 4. For non-allopathy (e.g. Homeopathy, Ayurveda, Unani or other Medical practitioner) treatment, the medical practitioner should be registered as per the guidelines of Indian Medical Association	
G to Below: Group Mediclaim Policy	Family of 7 members - Self, spouse, 3 dependent children (up to 25 years), 2 dependent parents	Floater Mediclaim coverage of INR 5 Lakhs irrespective of the number of members covered, Plus Additional floater Mediclaim policy of INR 5 Lakhs
	1. Hospital Room Category - Eligibility of up to Non- Deluxe Single AC Room 2. Sub limit of Maternity benefit (for first three children) up to INR 50,000 3. Sub limit for OPD basis treatment for Dental INR 1,500 (excluding the cost of dentures, bridges, crowns, scaling, filling, cleaning, polishing and cosmetic dentistry) 4. Sub limit for OPD basis treatment for Eye INR 500 (excluding cost of contact Lens, spectacles and cosmetic treatments)	

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Medical Insurance Debits:
F & Above grades :

- INR 30,864 per annum per person for self and spouse
- INR 15,944 per annum per child (upto 25 years)
- INR 13,841 per annum for **Additional Medical floater** cover of INR 5 Lakhs for self, spouse and child covered under mandatory policy
- INR 33,528 per annum for dependent parents
- INR 13,841 per annum for **Additional Medical floater** cover of INR 5 Lakhs for parents.

G & Below grades :

- INR 33,528 per annum per family unit of 7 members
- INR 13,841 per annum for **Additional** Medical floater cover of INR 5 Lakhs

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CIN: U72501GJ2019PLC108755

Annexure C

Terms and Conditions

01. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

i. Medical Fitness: Your being declared medically fit by a Medical Officer or by a Doctor specified by the Company .

ii. Verification of Particulars: In case the particulars mentioned in your application or the representations or warranties or any other information provided by you are found to be false, inaccurate or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

02. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits payable to you are in consideration of the terms, covenants, and conditions stated in the offer of employment including this Annexure C, and you represent, warrant and covenant to the Company that:

i. You are under no contractual or other restriction or obligation which is inconsistent with the terms or conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder;

ii. You are under no physical or mental disability that may hinder the performance of your duties / obligations contained herein;

iii. You shall not raise any issue as to the reasonableness of the terms, covenants, or conditions contained herein in any proceeding to enforce these terms, covenants and/or conditions;

iv. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, that is inconsistent herewith

v. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company.

You acknowledge that the terms, covenants, and conditions set forth herein are essential for the Company's protection and are not unreasonable and that the Company has relied on these representations, warranties, and covenants provided by you.

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Registered Office: Office-101, Saffron, Nr. Centre Point, Panchwati, 5 Rasta, Ambawadi, Ahmedabad, Gujarat, India - 380 006. Phone: +91-079-3503 1200.
CIN: U72501GJ2019PLC108755

03. DUTIES AND RESPONSIBILITIES:

i. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability exclusively for the Company. You agree that you will devote all of your working time, attention and best efforts in performing your duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities during the terms hereof. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules, regulations and directions of the Company, as applicable from time to time.

ii. **Non Solicitation:** You will not, during the term of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by the Company or any of its affiliates or associated companies or directly or indirectly induce any such employee to leave their employment.

This covenant shall survive the termination of your employment with the Company.

iii. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Company.

iv. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial shareholding or other beneficial interest in any business enterprise or entity which is engaged in, or is in competition with, any business engaged in by the Company or any of its affiliates or associated companies. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business or entity whose securities are traded on any national stock exchanges or in the over-the-counter market.

v. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the Company, as specified from time to time. However, you may be required to work additional hours, from time to time, to carry out your duties and responsibilities effectively.

vi. **Confidentiality and Non-disclosure:** You shall keep confidential and not disclose to any person or entity any information received or that comes to your knowledge during the course of your employment including in relation to the Company, its affiliates, associated companies, and third parties, in relation to any of our or their businesses or operations, particulars or details of manufacturing processes, technical know-how, security arrangements, analysis, compilations, forecasts, studies, summaries, notes, ideas(whether patentable or not), schematics, trade secrets, technology, customer lists (potential or actual) and other customer-related information, supplier information, sales statistics, pricing information, market intelligence, marketing and other business model/strategies, administrative organizational matters and any other information important for the Company. This shall include information in relation to third parties received by the Company in relation to any transaction being contemplated by the Company. Your obligation to maintain confidentiality of such information shall continue notwithstanding expiry or termination of your employment with the Company.

Third party Confidential obligations & prevention of IP contamination: You shall not use or disclose to the Company any confidential information of any third party received by you in your personal capacity from such a third party under an obligation of confidentiality, or knowingly induce use of such information in the business of the Company. Your employment/engagement with the Company shall not violate any obligation of confidentiality or non-solicitation of employment/assignment with any other party and that in case you are made aware of any such change in circumstances, you will inform the Company immediately of such change in the circumstances. You shall refrain from using/applying information/data in your current employment which qualifies as third party intellectual property to avoid any potential scenario of Intellectual Property contamination.

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vii. **Proprietary Rights:** You will disclose to the Company forthwith any discovery, invention, process or improvement made or discovered by you while in the service of the Company or thereafter, and all the rights, title, interest in such discovery, invention, process or improvement shall automatically belong absolutely to the Company and be the sole, absolute and exclusive property of the Company immediately upon discovery, invention or creation of process or improvement, whether or not delivered to the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for letter's patent, licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to the Company and you will execute and deliver all such deeds and documents, including in particular instruments of assignment and do all such acts and things as may be required by the Company for assigning, transferring or otherwise vesting all rights, title and interest in the same and all benefits arising in respect thereof in favor of the Company or its nominee.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

viii. **Safe-keeping of Company's property:** You will be responsible for safe keeping of and returning in good order and condition all properties of the Company, its affiliates and associated companies which may be in your possession, custody, care or charge or being used by you. In case of loss of any such property, the Company will be entitled to assess the value of the loss / damages caused to it and recover the same from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.

ix. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of authority or power of attorney issued in your favour and any property or material of the Company or any of its affiliates or associated companies in your possession at the time of cessation of your employment with the Company. You shall also return to the Company all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.

x. **Authorizations for activities:** You will not enter into any commitments or dealings on behalf of the Company for which you have not been expressly authorised nor will you alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous written consent of the Company. You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

xi. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its affiliate or associated companies or any other employee or business associate of the Company or any of its affiliates or associated companies in any public or non-public communication with any customer, client or member of the investment community or media or in any communication whatsoever.

xii. **Confidential nature of terms of employment:** You agree that, save and except as may be required by applicable law, (with the prior consent of the Company), you shall not disclose the terms of your employment to any person.

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xiii. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company.

You agree that the restrictions and remedies contained herein are reasonable and that it is your intention that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

Further, you hereby agree to indemnify and keep fully and effectively indemnified and hold harmless the Company, its affiliates, associates subsidiaries, and the directors, trustees, officers, employees, agents, authorized representatives and successors of all the foregoing from and against any and all claims, suits, actions, legal or other proceedings, demands, damages, liabilities, interest, costs, expenses (including attorney fees), and losses of whatsoever kind or nature incurred or sustained by Company or any of the third party directly or indirectly arising due to breach of any of obligations mentioned in the letter of employment and/or these terms and conditions.

04. TERMINATION OF EMPLOYMENT:

i. Employment At-Will: You acknowledge that your employment is and shall continue to be AT-WILL. This means that you have the right to terminate your employment with the Company at any time without providing any reason in accordance with the provisions hereof. Similarly, the Company may terminate your employment with or without cause at any time and for any reason in accordance with the provisions hereof. Accordingly, this letter of employment is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.

ii. Superannuation: In the normal course, you will retire from the company on attaining superannuation at the age of 58 years.

iii. Absenteeism: If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you:

a. return to work within 8 days from the commencement of such absence, and

b. give an explanation to the satisfaction of the Company regarding such absence

iv. Medical Fitness: The Company has the right to request you to get yourself medically examined by a certified medical practitioner specified by the Company during the tenure of your employment. In case you are found to be medically unfit to perform your duties, your employment may be terminated.

v. Notice Period: Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving one month notice in writing or payment of one month Basic Salary on a pro rata basis, in lieu thereof. Similarly, you may resign from the Company's employment without cause by giving one month notice in writing or by payment of one month Basic Salary on a pro rata basis, in lieu thereof. In the event of your resignation, the Company may in its sole discretion opt to accept the same and relieve you prior to the completion of the stipulated notice period of one month, without any pay in lieu of the notice period.

vi. Termination for Misconduct: Your services are liable to be terminated without any notice or salary in lieu thereof for fraud, misconduct, negligence or breach of any of the terms and conditions of your letter of employment which includes this Annexure C. Without prejudice to the general meaning of the term "misconduct", "misconduct" shall include any case of reasonable suspicion of misconduct, disloyalty, commission of an act involving moral turpitude, or any action of indiscipline or inefficiency.

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vii. Non-compete: In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or otherwise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business as the Company or any of its affiliates or associate companies.

viii. Recovery of Payments: (If applicable) Payments made towards recovery of notice period by your previous employer and relocation expenses by us will be recovered in full in the event of your separation from the Company prior to completion of 1 year from joining the Company.

05. GENERAL:

i. **Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on terms and conditions stipulated at such time. You will diligently and beneficially take part in the training and such assignments in accordance with Company policies and directives.

ii. **Rules, Regulations and Policies on Ethics:** You will be governed by the service rules, regulations and policies including conduct, discipline and administrative orders and any such other rules or orders of the Company that may come into force from time to time. You must observe the policies that the Company publishes / notifies from time to time. These policies include requirement that you maintain the highest standards of conduct and act with the highest ethical principles.

a. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

b. You are required to read and understand all policies applicable to you, all of which are available in the Reliance Management System ("RMS") portal. If you have any questions, now or in the future, please ask the Human Resources Department through the Query Management System in the ESS portal. You may also be required to sign and abide by the Policy on Ethics of the Company and undertake to sign such declarations that the Policy may demand from time to time.

c. Women employees will be entitled to all the statutory benefits provided by the Company under the Maternity Benefit Act 1961, and its subsequent amendments, if any, details of which are set out in the RMS/ESS portal.

iii. **Media Interaction:** You will not interact with the media - electronic, print or otherwise in

a. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the Company unless you have express and direct approval from the Company to interact with the media as a representative of the Company. Only persons duly authorized by the Company are permitted to interact with media and then only on specified subjects. Disclosure of any information other than those specifically authorized by the Company is prohibited.

b. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Company.

c. You shall also not disclose non-public information selectively to any particular group as it may lead to unfair advantage / discrimination.

d. For any outside publication of books, articles or manuscripts which relate in any manner to the Company's business, policies and processes, you are required to obtain prior written approval of the Company prior to its publication or release.

e. Any violation of the Company's media policy, will tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

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iv. **Jurisdiction:** The letter of employment is made at Mumbai and competent courts of Mumbai shall have jurisdiction over any dispute or difference whatsoever arising out of, under, in relation to or in connection with the letter of employment or breach hereof or in respect of any matter or thing herein contained.

v. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

vi. **Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.

vii. **Change of address:** You will intimate in writing to the Company any change of your residential address within a week of the same changing, failing which any communication sent to you on your last recorded address shall be deemed to have been duly served on you.

viii. **Passport:** You are required to have a valid passport at all times and ensure that the same is renewed from time to time.

ix. **Suspension:** You may be placed under suspension pending enquiry into the charges of misconduct or any other breach hereof. The salary for the suspension period will be paid to you only if you are found not guilty of any of the charges for which you are suspended and not otherwise.

x. **Travel:** You shall make your own transport arrangements to and from the place of work.

xi. **Documentation:** Please submit the following documents, if not submitted earlier:

   a. Certificates in support of your educational professional qualifications, experience, date of birth and other testimonials in original together with copies thereof.

   b. Three copies of your recent passport size photographs with blue background.

   c. Relieving letter and salary certificate from your last employer, in case you are/were employed.

xii. **Severability**: If any term or provision of this letter of employment shall be held to be invalid for any reason whatsoever, such invalidity shall not affect the validity, operation or enforceability of the remainder hereof. If the remainder of this letter is not materially affected by such declaration or finding and is capable of substantial performance, then that term or provision or part thereof shall to that extent be deemed not to form part of this letter of employment and such provision shall be replaced by a substitute provision that is legal and enforceable and is as nearly as possible consistent with the intentions underlying the original provision.

xiii. **Non Waiver**: No delay or omission on the part of Company in exercising any right, power, privilege or remedy in respect of your employment terms shall neither impair such right, power, privilege or remedy, or be construed as a waiver of it, nor shall any single partial exercise of such right, power, privilege or remedy, preclude any further exercise of it or the exercise of any other right, power, privilege or remedy.

I confirm that I have read and understood the terms and conditions set out herein and unconditionally and irrevocably accept the above terms and conditions.

Employee Name: Viraj Rajendra Gandhi

Signature:

Date: 4 Jul 2022

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CIN: U72501GJ2019PLC108755

(18)

INNOVATIVE WATER TECHNOLOGIES PRIVATE LIMITED

CIN: U41000KA2021PTC153950

Corporate Office:
CTS No.6, Plot No.885, Flat No.5, 2nd Floor, Above Hotel Sweekar, Chinali Apartments, Off. Karve Road,
Erandwane, Pune – 411 004, Maharashtra, India.
Contact: 91-020-25435800

Factory:
R.S.No.680/1B, Plot No.36, Shed No.B-117/A, Angol Industrial Estate, Udyambag, Belagavi – 590 008, Karnataka, India.
Contact: 91-0831-2002162

Email: info@iwtech.in

Date: 13th May 2023

To,
Mr. Abhishek Ingale
Pune.

Dear Mr. Abhishek,

This is with reference to your interview and various discussions we had with you, we are pleased to offer you a position as **"PROJECT ENGINEER - Trainee"** in our company **INNOVATIVE WATER TECHNOLOGIES PVT LTD.** You will be based at our Office at Pune. You will need to travel to sites all over India as and when required.
As discussed, you have to join as early as possible.

Compensation will be as follows:

DETAILS OF SALARY, PERQUISITES AND INCENTIVE

Name	Sumit Bendale	
Designation	Project Engineer - Trainee	
Location	Pune	
Date of joining	As early as possible	
Probation Period	1 Year	
Confirmation Period	On successful completion of probation	
Basic	Rs 7,000 PM X 12	84,000.00
HRA	Rs 2,100 PM X 12	25,200.00
Conveyance Allowance	Rs 2,500 PM X 12	30,000.00
Other Allowances	Rs 6,400 PM X 12	76,800.00
Total Cost to Company		2,16,000.00

PF is not applicable to you at the moment.

MSMS COLLEGE OF ENGINEERING PUNE

Additional Benefits:

Gratuity 15 days per completed year of service after completion of 5 years as per Company Rules

Bonus / Ex Gratia as and when applicable as per Company Rules

Paid Leave 15 days / year as per Company Rules. Any un utilised / accumulated leave can be encashed before it lapses as per company rules.

Incentive will be payable as per prevailing company rules & norms from time to time.

You are requested to reply upon the receipt of this offer letter as a token of your acceptance for employment with us & also confirm date for joining to enable us to issue you the appointment letter.

Thank you!

DHARWAD

for INNOVATIVE WATER TECHNOLOGIES PVT LTD

Accepted

Lalit Bajare - CTO

For Mr. BHARAT R GUDI
Chairman & Managing Director

MSSMS COLLEGE OF ENGINEERING PUNE

SYNERGY
PROCESS SYSTEMS

706, Supreme HQ,
Mumbai-Bangalore Bypass,
Baner, Pune 411045



Bhumika Sagar Kakade
Process Engineer
+91-9860088902
B +ve

UHP Technologies Private Limited

An ISO 9001:2015 Certified Company

KAS UHP Tech

2-3

Ref. UHP/HR/ OL/GET/2021/50

14 Jun 2022

To
Ritesh Kumar Rajendra Kolhapure
AISSM, PUNE

Letter of Offer

Dear Ritesh Kumar

Congratulations!! & Welcome to the dynamic team of **UHP Technologies Private Limited.** With reference to your application & subsequent discussion you have had with us, the Management is pleased to offer you the position of **Graduate Engineer Trainee** with our Organization on the mutually agreed terms:

- You will join us On or Before **16 Aug 2022**
- After you join, you may be deployed to any of our Project Locations across India.
- You will get a Monthly Stipend of Rs. **21,100/-** and corresponding Cost to Company (Annual CTC) will be **Rs.3,08,568/-**. Details as per enclosed annexure.
- Apart from the Stipend, you will get the benefits like Stay*, Travel* & other Statutory Benefits as applicable to you.
- A Detailed Appointment Letter will be issued to you on your joining the Organization.
- Your Appointment is subject to finding you medically fit and upon receipt of copies of all your Educational Certificates, testimonials, as applicable.

Please note that this offer Letter is based upon correctness of the representation of facts made by you in your application and discussions. Kindly acknowledge duplicate of this offer Letter as a token of your acceptance of our letter.

Yours Faithfully,

For **UHP Technologies Pvt Ltd,**

Accepted by:

Manjunath Jyothinagar
Managing Director

Ritesh Kumar Rajendra Kolhapure

AISSMS COLLEGE OF ENGINEERING

UHP Technologies Private Limited

An ISO 9001:2015 Certified Company

KAS UHP Tech

Annexure 1

Name : Ritesh Kumar		DoJ : 16 Aug 2022	
Designation : Graduate Engineer Trainee		Grade : M1	
Component	Monthly	Annually	Remarks
Stipend	21,100	2,53,200	
Gross	21,100	2,53,200	
Site Allowances			
Lodging Allowances	3,000	36,000	Notional Cost
Statutory Benefits			
Gratuity	1014	12168	Payable on separation, but only if worked for 5 years of continuous service
Insurance Cost (Approx.)	600	7,200	
Cost To Company (CTC)	25,714	308568	

Please Note :

Taxes and other Statutory Deductions as per applicable Statutory rules and regulations.

Travel, Mobile & Lodging Allowance as per company policies.

* Shall depend on individual's performance measures and shall be paid annually.

** Employee to bring in his / her own Mobile (Smart phone) instrument while company will provide SIM card and CUG will be paid by company as per policy

Salary is subject to Income tax deductions as per prevailing tax rates and exemption provided

For UHP Technologies Private Limited, Accepted

Manjunath Jyothinagar
Managing Director

Ritesh kumar Rajendra kolhapure

Corp & Regd Office #1256, KAS Tower, 3rd Floor, 1st Stage, 9th C Cross, 4th Block, HBR Layout, Bengaluru 560043 Tel: +91 4171 4112/5112
Website : www.uhptech.com Mobile : +91 70225 88791 Email : sales@uhptech.com CIN No. [illegible]

ALLIED COLLEGE OF ENGINEERING PUNE

GRANULES

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REGISTERED OFFICE

GRANULES INDIA LTD., 2nd Floor, 3rd Block, My Home Hub,
Madhapur, Hyderabad - 500 081, Telangana, India.
Tel: +91 40 69043500, Fax: +91 40 23115145, mail@granulesindia.com, www.granulesindia.com
CIN: L24110TG1991PLC012471

September 20, 2022

Mr. Abhishek Bhaskarrao Kumbharde
402, Gopal Pavati Heights
Ganesh Mitra mandal
Pune-Maharashtra

Dear Mr Abhishek,

This has reference to your application for employment and subsequent interviews you had with us. We are pleased to appoint you as **Technical Trainee** in **R&D** department in the grade **TT**, in our company on the following terms and conditions:

Your total remuneration and other perquisites will be **Rs.2,40,000/- (Two Lakhs Forty Thousand Rupees only)** per annum (Refer **Annexure** for detailed breakup)

Matters pertaining to your remuneration are treated in strictest of confidence by the company and the same is expected on your part.

At present you will be posted at our **Granules – R&D centre - Pune**. However, your services are liable to be transferred to any other department, to any shift, work sites, offices, branches, factories associates or group companies anywhere in India/outside India depending upon the exigencies of work.

Your appointment is subject to your being found physically fit which need to be certified by a Registered Medical Officer. Your date of birth as per your application for appointment is **August 30, 2000** and the same is hereby confirmed.

We request you to join the organization at the earliest, however not later than **October 03, 2022.** Please carry the below mentioned original documents for verification and submit the photocopies.

a) Proof of date of birth / SSLC / HSC certificate stating date of birth
b) Educational Qualifications
c) Relieving and Experience letter from the previous employer/s
d) Aadhaar card and **PAN Card (mandatory)**
e) Passport / Voter card / Driving License / Ration Card
f) Four copies of your recent Identity card size and one copy of stamp size color photograph
g) Form – 16 of last two financial years from previous employer (if applicable)

Please contact the HR Department at 09:30 hrs on the date of joining at Granules India Ltd., **Granules India Limited. API R&D Center Pune; Plot No. 10 , Survey No.234,235 & 245; India Land Global Industrial Park, Hinjewadi Phase-1; Pune,Maharashtra,Pin-411057-** to complete the joining formalities.

Please sign the duplicate copy of this letter as an acceptance of the terms contained herein and confirm the date by which you will be joining the organization latest by **September 20, 2022** after which the offer will stand withdrawn.

We look forward to having long-term association with you.

With best wishes

for GRANULES INDIA LIMITED

PSN Murthy
Senior Vice President – HR & Admin

MESMS COLLEGE OF ENGINEERING PUNE

GRANULES

SERVICE CONDITIONS FOR EMPLOYEES IN STAFF AND EXECUTIVE GRADES

INTRODUCTION AND SCOPE

The Service Conditions are intended to give a clear understanding of the conditions and regulations of employment at Granules India Ltd., and its group companies. Some parts of this annexure are descriptions of standards and expectations and are intended to guide employees. Other parts are rules and regulations governing the employment in the Company. In the spirit of continuous improvement, the service conditions may be modified at any time. In this event, all concerned employees will be communicated about the same from time to time.

EMPLOYEMENT STATUS

You will be on training for a period of twelve months from the date of your joining duties, which may extend, depending upon your performance, conduct, attendance etc., During the training period,

- If your performance is found to be not satisfactory, your services are liable for termination without assigning any reasons whatsoever.
- Your Appointment is subject to – you clear all your academic examinations and produce all your provisional certificates for all your educational qualifications. Failing which, your job appointment shall stands cancelled.

LEAVES AND HOLIDAYS

All employees are eligible to avail leave as per the leave rules applicable to the business unit / office to which they belong to.

SHIFT TIMINGS, HOURS OF WORK & WEEKLY HOLIDAY

The working hours and the weekly offs depend on the business unit / office to which the employee belongs to.

DUAL EMPLOYMENT

The employees are expected to be in full time employment of the organization and therefore shall not engage in any other profession or business unless it's consented by the company in writing.

TERMINATION OF EMPLOYMENT

An employee's appointment is terminable by three months' notice or payment of three months' Basic salary in lieu thereof by either side. In case an employee affects such termination by resignation, the employee is required to serve complete three months before he / she can be relieved from the services of the company. However, relieving from the company will take place after the company is satisfied that proper handing over of papers, documents, information, and assets is completed.

The company will not be liable to pay notice pay in case the appointment is terminated on grounds of (i) Breach of confidentiality (ii) Gross negligence (iii) Violation of law or willful noncompliance of law (iv)Misconduct (v) Violation of the Code of Conduct or (vi) Providing false information at the time of appointment.

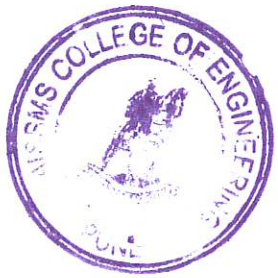
FUNCTIONAL RESPONSIBILITIES

Subject to superintendence, control and direction of the Reporting Authority, you will be responsible for all the functions that are allocated to you by your Reporting Authority from time to time, for which you shall maintain the relevant records and comply with all the statutory requirements, if any, within the stipulated time. You may also be entrusted with any other tasks or assignments from time to time in the exigencies of the Company's business orally or in writing either by your Reporting Authority or by any other higher official.

MEDICAL EXAMINATION

Further, your continuance in the employment is subject to the condition that you are fit at all times and for that purpose you are required to undergo medical check-up periodically by the authorized Medical Officer appointed by the Company as and when so ordered.





Abhishek B K

GRANULES

UPKEEP AND MAINTENANCE OF ASSETS

The employees are responsible for safe keeping and return in good condition and order the company's property and / or equipment which they may be given or handed over for official use. The employees will return forthwith, as and when called upon to do so, in good condition and order, all property and / or equipment which may have come into their possession during the course of the employment.

CONFIDENTIALITY AND NON-DISCLOSURE

An employee shall not disclose without written consent, any trade secret or confidential information concerning the financial arrangements or position of the Company or any of the dealings, transactions or affairs of Company's business. Without prejudice to the generality of this clause, the confidential information of the Company includes information concerning client lists, business, databases, marketing plans and strategies, sales, pricing and margin information, and everything else marked "Confidential" or which is otherwise indicated, explicit or implicit to be subject to an obligation or confidence.

Any commitment given by the Company, to third parties including collaborators, customers, and suppliers regarding confidentiality of information available to an employee will become automatically binding on such employee. Employees will have to give an undertaking to the company to ensure Protection of Intellectual Property Rights and Confidentiality provisions as mentioned above.

An employee may publish any articles or deliver any talk or be associated with any organization pertaining to his / her profession only with a prior written consent of the company.

INTELLECTUAL PROPERTY

It is a condition of the employment that the Company is the owner of all copyright and all other intellectual property rights of whatever nature in work, computer programs, and other projects incorporating intellectual property, which are created or developed by the employees during their employment.

To the extent that, by law, the employee does not have any legal or equitable interest in any work, including any computer program, databases, documents, artwork, film, or sound recording created or developed pursuant to the employment with the Company, the employee hereby irrevocably and unconditionally assigns to the company all intellectual property rights including copyright, in all such works.

RETIREMENT AGE

All employees shall retire from the services of the company on attaining the age of 60 years. Any extension to the employment beyond the age of 60 years shall be with mutual consent and on terms and conditions as agreed.

POLICIES AND PROCEDURES

All employees are liable to conform to Company policies and procedures, rules and regulations, discipline and general work practices, which are subject to change from time to time.

CODE OF BUSINESS CONDUCT

All employees are required to adhere to the Code of Business Conduct.

JURISDICTION

Any disputes arising out of and / or relating your employment with the company shall be subject to the jurisdiction of city of Hyderabad only.

AISSMS COLLEGE OF ENGINEERING PUNE

Abhishek B K

GRANULES

Annexure

Name : ABHISHEK BHASKAR KUMBHARDE

Department : R&D

Designation : Technical Trainee

Grade : TT

New Salary Structure	Monthly	Annual
Basic Salary	8,000	96,000
House Rent Allowance	9,765	1,17,180
Gross Salary (A)	**17,765**	**2,13,180**
Employer PF	960	11,520
Employer ESI	577	6,924
Bonus	700	8,400
Statutory Payments (B)	**2,237**	**26,844**
Fixed Pay (A+B)	**20,002**	**2,40,024**

GUIDE TO THE COMPONENT WISE DESCRIPTION

BASIC SALARY

Basic Salary is the most important component of the compensation structure. The employer contribution to Provident Fund is calculated based on this amount. This component is also linked to House Rent Allowance, Leave Encashment, Bonus and Gratuity. This amount is credited every month from the date of joining and is fully taxable. This amount is approximately 50% of your monthly fixed pay.

HOUSING RENT ALLOWANCE

Housing Rent Allowance is a salary component that is paid to you to pay your house rent. This amount is subject to tax deduction at source as per the pertinent Income Tax rules and on the rent bills submission.

EMPLOYER PROVIDENT FUND

This amount indicates the employer's contribution to the Employee's Provident Fund account and the Family Pension Scheme.

EMPLOYEES' STATE INSURANCE (ESI)

This amount indicates the employer's contribution to the Employee's State Insurance for the medical benefit of self and family members.

BONUS / EX-GRATIA

This is an amount which will be paid during Oct/Nov every year.

for GRANULES INDIA LIMITED

PSN Murthy
Senior Vice President – HR & Admin

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Apart from the above remuneration (Annexure), the company provides additional benefits. A few of them are listed below:

1. Coverage under Group Medical Insurance Policy for Self and direct dependents like Spouse, Children (s) & Parents where the premium to be borne by the company as well as the employee
2. Coverage under Group Personal Accident Policy as per your Grade.
3. GTLI (Group term life Insurance) borne by employee only.
4. Coverage under Employee Deposit Linked Insurance (for employees under Provident Fund)
5. Coverage under the Future Service Liability for the full anticipated service and also the Gratuity as per the Payment of Gratuity Act, 1972

- **Some of the Insurance coverages require contribution to the premium by the employee.**

AMENDMENT TO THE COMPENSATION AND BENEFITS STRUCTURE

The company reserves the right to modify the structure time to time depending on need. The employee shall be intimated about the changes as required.

PSN Murthy
Senior Vice President – HR & Admin

I have read and understood the terms and conditions mentioned above. I undertake that there would be no breach of this confidentiality agreement. I hereby accept the engagement on the said terms and conditions. By accepting this offer, I authorize Granules India Ltd., to verify the documents from an outside Background Screening Agency, which includes my current/previous Employment history, Educational / Professional Credentials and background verification. If upon investigations, any false or misleading information found may result in dismissal of employment.

Signature : _____

Name : _____

Date : _____

MSSMS COLLEGE OF ENGINEERING PUNE

Abhishek B K

2021-22

Gmail

Hemlata Kamble <hlkamble@aissmscoe.com>

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Fwd: OFFER MAIL - ALKYL AMINES CHEMICAL LIMITED

1 message

Prashant Warke <pmwarke@aissmscoe.com> Tue, May 2, 2023 at 7:16 PM
To: "H. L. Kamble" <hlkamble@aissmscoe.com>, kbgandhi <kbgandhi@aissmscoe.com>
Cc: AISSMSCOE Placements <placements@aissmscoe.com>, Chemical Head <chem.hod@aissmscoe.com>

---------- Forwarded message ---------
From: **Dikshita Mehta** <dikmehta16@gmail.com>
Date: Thu, Sep 15, 2022 at 2:00 PM
Subject: Fwd: OFFER MAIL - ALKYL AMINES CHEMICAL LIMITED
To: Prof P M Warke <pmwarke@aissmscoe.com>

---------- Forwarded message ---------
From: **Dikshita Mehta** <dikmehta16@gmail.com>
Date: Wed, 14 Sept 2022, 10:27 pm
Subject: Re: OFFER MAIL - ALKYL AMINES CHEMICAL LIMITED
To: Vashi Admin <vadmin@alkylamines.com>
Cc: Ajay Kanaskar <akanaskar@alkylamines.com>, Hadapsar Admin <hadmin@alkylamines.com>

Dear Sir,
I accept the offer. Thank you.

Best Regards,
Dikshita Mehta

On Wed, Sep 14, 2022 at 4:15 PM Vashi Admin <vadmin@alkylamines.com> wrote:

Dear Dikshita,

As discussed,please find the CTC details.

You can join Alkyl at Hadapsar - Magarpatta Office on Wednesday - 21-09-22.

Please Carry Adhar Card, Pan Card , College (Final Year) Result Copy/Marksheet, Birth Certificate with you.

Mr. Swapnil - 7387153635

CTC structure

Dikshita Mehta **21-Nov-22**

Management Trainee- Technology Hadapsar

Particulars	Rs
Basic	15100
HRA	800
Gen Allow	3550
Monthly Gross	**19450**
PF (Empl)	21744
Total Allow	**21744**
CTC	255144



In hand	17638

Regards,
Shivam Sawant
Alkyl Amines Chemicals Ltd.
401-407, Plot#10, Nirman Vyapar Kendra.
Sec-17. Vashi. N.Mumbai-400 703.
Tel# 022-67946600/637

Thanking you!

With Regards

Prof. P M Warke (+91-9823103089)

pmwarke@aissmscoe.com, pramowa22@gmail.com

Assistant Professor and Coordinator

Department of Chemical Engineering

AISSMS College of Engineering

Kennedy Road, Near RTO Office

Pune-411001



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ALKYL



Dikshita Mehta

Emp. Code : 2904

Blood Group : O+VE

Authorized Signatory

Alkyl Amines Chemicals Limited

MIT-SWC COLLEGE OF ENGINEERING PUNE

ALKYL



Devendra More

Emp. Code : 2903

Blood Group : B+VE

Authorized Signatory

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Alkyl Amines Chemicals Limited

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Date: April 1, 2022

Ref: LTI/HR/EN9/Campus/2022

Name: Ketan Suresh Patil

College: All India Shri Shivaji Memorial Society's College of Engineering, Pune

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Ketan Suresh Patil,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on being selected as a **Graduate Engineer Trainee.** This offer is on the following terms and conditions, subject to a successful background check

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs.25000** as per the details mentioned in **'Annexure-1'.**

2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.

3. You are required to register yourself as an 'apprentice' on the apprenticeship portal http://www.mhrdnats.gov.in within [7] days from the date of this offer or once your final semester is completed as applicable. You shall be required to accept the offer on the portal site as well.

4. You will also be issued a detailed Letter of Appointment as Graduate Engineer Trainee subject to you meeting the eligibility criteria as mentioned in **'Annexure-2'**. Your appointment is in accordance with the Apprentices Act, 1961.

5. **Documents** - Your offer is subject to you submitting all the mandatory documents at the time of joining. You may also need to submit other such documents as Company deems fit from time to time. In order to facilitate the joining process, we require documents in original from your end, which are mentioned in **'Annexure-3'**.

6. **Background Verification** - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.

   If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this **Graduate Engineer Trainee Offer Letter** on the **CampBuzz Portal** (https:\\campbuzz.lntinfotech.com) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period on the Company portal and accept the offer on the portal within (7) days, the aforesaid offer automatically stands cancelled. Post registration on the CampBuzz portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

7. All Annexures appended herewith shall form an integral part of this letter.

8. Your engagement with the Company will be governed by the rules, regulations and policies of the Company in effect.



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9. The terms and conditions mentioned above are subject to change at any time at sole discretion of the Company and as per business demands without prior notice.

10. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

11. Post successful completion of 3 months and subject to joining the Company, your annual CTC including all benefits will be as per the details mentioned in 'Annexure-4'.

12. As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining.

    If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

    We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For Larsen & Toubro Infotech Ltd.

Ashish Naik
Associate Director -
Talent Acquisition

I have read the letter and accept the same.

Signature and Date

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ANNEXURE-1

Name : Ketan Suresh Patil Grade : GA2	Date : April 1, 2022
COMPONENTS	Rs. (P. M.)
Stipend	25000

Medical Insurance Premium

The Group Mediclaim Policy of Company covers trainee, employee and Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.

Trainees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.

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ANNEXURE-2

Eligibility Criteria for Engineering - Year 2022 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2022)	Less than 24 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA
	NOTE: • SSC /HSC should have cleared in FIRST ATTEMPT only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, final semester should have cleared in FIRST ATTEMPT only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation, Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above OR Equivalent CGPA
	• For the interview process, an aggregate of 60% & above till the results of the last conducted examination will be considered • Aggregate of 60% & above or equivalent CGPA must be obtained after declaration of final semester results
	• Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	• Conversion from CGPA into Percentage must be calculated as per your respective University norms
	• Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation, Post Graduation)	• No active/live backlogs allowed at the time of the interview process • All backlogs (if any) must be cleared with the final semester exams • All final semester subjects must be attempted and cleared in the First Attempt (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course)
	• Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2022 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization
Eligibility for Maternity Leave:	As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 80 days in the organization in the twelve months immediately preceding the date of her expected date of delivery

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Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.

2. I am aware that this recruitment process is completely free of cost.

3. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.

4. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.

5. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement

Candidate Signature: _____

Name: _____

Institute Name: _____

Mobile No: _____

Date of interview process: _____



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ANNEXURE-3

Please bring along with you the following documents in original and one copy of the same.

A. Duly acknowledged copy of the Graduate Engineer Trainee Offer Letter.

B. Non-Disclosure Agreement.

C. Two copies of your recent passport size photograph with white background.

Attested copies of the following

1. Proof of age.
2. SSC/HSC or equivalent examination mark sheets.
3. Diploma / Degree mark sheets for all the Semesters/Years.
4. Passport first & last page.
5. Four wheeler Driving License.
6. Pan card.
7. Aadhar card.

You are requested to note that our offer is subject to submitting the above documents.



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ANNEXURE-4		
Name : Ketan Suresh Patil	Date : April 1, 2022	
Salary Grade : GE2		
Components	Rs. p.a.	Rs. p.m.
Basic		15000
Bouquet of Benefits		13515
Bonus		1750
A. Base Salary (PA)	363180	30265
Annual Incentive	0	
B. Total Variable (PA)	0	
C. Total Target Cash (A+B)	363180	
Provident Fund (PF)	21600	1800
Gratuity	8664	722
Mediclaim Premium	10556	
D. Retirals & Other Benefits	40820	
Cost to Company (CTC) C+D	404000	



Medical Insurance Premium:
The Group Mediclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.
Employees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.

Group Term Life Insurance (GTLI):
There shall be a deduction of GTLI premium from your monthly salary to cover you under this Program. In case you choose to opt out of this Insurance program, you shall voluntarily to do so in December every year.

Notes:
1) Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2) H.R.A. will be deducted for accommodation (if any) provided by the Company.
3) You are covered under the ESIC Act and there will be statutory deductions as per the ESI policy.
4) The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
6) The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7) Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

- Following are the components applicable to you under **Bouquet of Benefits (BOB).**

Components	Limits	Remarks
House Rent Allowance (PM)	10% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional

*Balance amount under BoB will be paid as Adhoc Allowance per month and will be fully taxable.

-You are required to declare your options under BoB in the SSC Portal.The guidelines relating to BoB are available under HR Policies.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

- Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.

AISSMS COLLEGE OF ENGINEERING
PUNE

TMPCON092248140

Model Contract of Apprenticeship Training for Major/Minor* Apprentices



1.	Name and Registered Address of Establishment	: Laxmi Organic Industries Ltd. (E05202701212)
	with Telephone no. & E-mail address	: Plot No.B-2/2,B-3/1/1&B-3/1/2, MahadRaigad, Maharashtra : 02145-232216 : yogesh.patil@laxmi.com
2.	(a) Name of Apprentice (Block Letters)	: SARTHAK KONDAJI PATIL (A1021107767)
	(b) Father's/Mother's /Spouse's Name	: Sunita
3.	Address of apprentice	: Shree krishna appartment plat no 6 juna jakat naka chichwad Pune 411033, Pune, Pune, Maharashtra
4.	Gender	: Male
5.	Date of Birth	: 23-06-2000
6.	(a) Whether belongs to SC/ST/OBC/PwD/ Minority	: Yes
	(b) Name of the Category	: Obc
7.	Educational Qualification (Highest)	: Graduate - B.tech
8.	(a) Category of Apprenticeship	: Optional
	(b) Name of the trade for which Apprentice is training	: Production Machine Operator- Active Pharmaceutical Ingredient (API)/ Bulk Drug: Sterile Manufacturing and Packaging
9.	(a) Whether Basic Training is to be provided as part of Apprenticeship	: No
	(b) If Basic Training is exempt – reason for exemption	
	(i) Name of the Course	: Graduate
	(ii) Duration of Training/Course	: From 2018-06-15 00:00:00 To 2022-08-26 00:00:00
	(iii) Name of the Institute	: AISSMS Pune
	(iv) Name of the Sector Skill Council (if applicable)	: N/A
10.	Apprenticeship Training duration (Total)	: 2016 Hours
	(a) Duration of Basic Training	: N/A
	Period of Basic Training	: N/A
	(b) Duration of On-the-Job Training	: 2016 Hours
	Period of On-the-Job Training	: From 11-09-2022 to 05-09-2023
	(c) Training Type	: Sequential
11.	Apprenticeship Training Location	: MAHAD MIDC - 2
	(a) Name and address of facility where Basic Training is to be provided	: N/A
	(b) Name and address of the facility where On-the-Job Training is to be provided	: Laxmi Organic Industries Ltd. MAHAD MIDC - 2 Raigad Maharashtra
12.	(a) Date of execution of contract	: N/A
	(b) Age of Apprentice on the date of execution of contract	: 22 years, 3 months and 1 days
13.	Is the establishment opting for benefits under NAPS*? *If yes, Annexure 2 to this contract will also be applicable.	: Yes
14.	Monthly stipend amount	

AISSMS COLLEGE OF ENGINEERING PUNE

(a) During 1st year of training	: 13000
(b) During 2nd year of training	: N/A
(c) During 3rd and 4th year of training	: N/A

The Establishment agrees and understands that the minimum monthly stipend amount is prescribed in the Rule 11(1) of Apprenticeship Rule, 1992. The Establishment confirms that the agreed monthly stipend amount entered above must be higher than these minimum rates.

If the minimum rates are modified through legislation (either through modification of rules, or through modification of minimum wages payable) during the course of apprenticeship, this revised rates will apply as the minimum payable to Apprentice

15. (a) Name and Address of Guardian In case Apprentice is under 18 years of age (Minor)	: N/A
(b) Relationship with the Apprentice	: N/A
16. (a) Whether Apprentice was identified through approved Third Party Aggregator	: Yes
(b) Name of TPA (if applicable)	: Yuvashakti Foundation

17. We, the Establishment, Apprentice/Guardian solemnly declare that we have read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992 as amended from time to time, regarding the contract of apprenticeship training including obligations and terms and conditions contained in Schedule V and VI of the said rules and will comply with the same.
18. I, the Apprentice, declare that all details shared by me, including educational qualifications and other personal information shared, is correct and will provide original documents for verification at any time
19. We, the Establishment, have examined the Apprentice's information, including personal details, and will seek relevant documentation for verification as and when required.
20. In case of default by either the apprentice or the employer, we agree to compensate the other party as per the provisions of the Apprenticeship Rules, 1992 (Main Provisions of the Rules may be seen in the Annexure 1).
21. The Establishment, Apprentice/Guardian hereby also declares to comply with the terms and conditions of National Apprenticeship Promotion Scheme (NAPS),if applicable.



Signature of the Employer with seal

Signature of Apprentice

Signature of Guardian



FOR OFFICE USE ONLY

Contract Registration No. : TMPCON092248140

(To be given by the Office of the Apprenticeship Adviser)
(Mandatory only for Registered Trades)

Signature of Registering Authority
(Apprenticeship Advisor)
(Registration required for Designation trade only)



Annexure 1 Contract of Apprenticeship Training

Some provisions of the Apprenticeship Rules relating to the Contract of Apprenticeship Training are reproduced below for sake of convenience.
Both the Establishment and Apprentices have read and are bound by the provisions of the directions in have read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992, which will apply to this Contract of Apprencticeship

1. The stipend for a particular month shall be paid by the tenth day of the following month. No deduction shall be made from the stipend for the period during which an apprentice remains on casual leave or medical leave. Stipend shall, however, not be paid for the period for which an Apprentice remains on extraordinary leave.
2. Where the Contract of Apprenticeship is terminated through failure on the part of the employer in carrying out the terms and conditions of the Contract (as notified under the Apprenticeship Rules, 1992), he shall pay to the apprentice compensation as determined by Apprenticeship Advisor.
3. In the event of premature termination of Contract of Apprenticeship for failure on the part of apprentice to carry out the terms and condition of the contract (as notified under the Apprenticeship Rules, 1992), the apprentice hereby guarantees to employer the payment of such amount as determined by the Apprenticeship Adviser as and towards the cost of training.

Annexure -2 | Covenants and conditions specific to NAPs scheme

1. For availing benefit under NAPS scheme, the course under which apprenticeship training is being provided, should be NSQF aligned.
2. Assessment and Certification shall be done jointly by the establishment and SSC/ NCVT/ other bodies as notified from time to time under NAPS guidelines.
3. The Establishment warrants and confirms that they have studied, understood and agree to comply with the guidelines that are applicable to Establishments that are part of the NAPS scheme. These guidelines are published at (https://www.apprenticeshipindia.gov.in) and maybe updated from time to time.

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ENSURING PROMISE

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Date: 22-11-2022

Ref. No. - EIPL/HR&ADMIN/2022/232

To
Mr. Krunal Raut
Tower-53 Flat-702 , Future Towers, Amanora Park Town, Hadapsar Kharadi Road, Pune-411028

Sub: Offer Letter

Dear **Krunal,**

This is with reference to the application and subsequent interview you had with us. We are pleased to inform you that you are selected for the position of **Junior Engineer, Process Engineering - SED** at **HQ** in our organization.

As discussed, your Cost to Company salary will be **Rs. 4,00,000.00** per annum. This amount includes Basic + DA, HRA and other allowances as per **Annexure A** and is subject to statutory deductions like PF, ESIC, and deductions like Professional Tax, etc. Also, refer to **Annexure B** to know about the perks and benefits at Enpro in detail.

You are required to complete your medical checkup a week before the day of joining, by submitting, a medical screening letter as in **Annexure C** at our partnered hospital. Also, submit a copy of the following documents for the purpose of company records on the day of joining.

1. Date of birth Certificate
2. Educational Qualification Certificates
3. Experience Certificates
4. Relieving letter in original from the previous employer.
5. PAN Card
6. Permanent address & Current address with (MSEB bill / Telephone bill & Aadhar Card)
7. Passport

You will be joining the services on or before **05-12-2022** & will be required to report by 9:00 am at our Headquarters. A formal appointment letter will be issued to you on joining the organization.

Your acceptance of this offer on the portal will be treated as formal acceptance of the offer. We look forward to a long and fruitful association with you!

Thanking You,

For ENPRO INDUSTRIES PVT. LTD.

Authorized Signatory

COLLEGE OF ENGINEERING PUNE

ENPRO
ENDURING PROMISE

Annexure - A

Name: Mr. Krunal Raut

Designation: Junior Engineer - Process Engineering- SED

Grade: P3

EARNINGS	MONTHLY	YEARLY
Basic+DA	16,667.00	2,00,000.00
HRA	6,667.00	80,000.00
Mobile/Internet Reimbursement	500.00	6,000.00
Special Allowance	5,049.00	60,596.00
SUB TOTAL (A)	28,883.00	3,46,596.00
Employee Gratuity contribution	1,117.00	13,400.00
Bonus_Exgratia	1,388.00	16,660.00
Health Insurance	145.00	1,744.00
PF - Employer	1,800.00	21,600.00
TOTAL	33,333.33	4,00,000.00
DEDUCTIONS	MONTHLY	YEARLY
PF Employee	1,800.00	21,600.00
TOTAL DEDUCTIONS (B)	1,800.00	21,600.00
TOTAL (A-B)	27,083.00	3,24,996.00

Note:

1. **Bonus_Exgratia component is paid on an annual basis at the time of Diwali.**
2. **Health Insurance is a perk & not paid in cash.**
3. **Employee Gratuity contribution amount will be paid as per Payment of Gratuity Act, 1972.**
4. **Professional Tax (PT) will be deducted as per the Professional Tax Act 1975, i.e. Rs. 2500 Annual.**

For ENPRO INDUSTRIES PVT. LTD.

Authorized Signatory

7. SPORTS ARENA:

Under the 'Wellness at Work' initiative, employees have access to a free-to-use modern 'Sports Arena' with facilities such as Badminton, Table Tennis, Carrom, Wall-climbing, Gymnasium & Yoga, etc.

8. BUS FACILITY TO MARKAL:

For employees based out of the Markal location, a free bus facility is available on regular basis from pre-defined routes to Markal. Free shuttle between Headquarters and Factory is also available if needed.

9. SUBSIDIZED CANTEEN FACILITY:

Subsidized food is available at the company canteen for all employees across locations.

10. LIBRARY:

Employees can enjoy reading and renting books from 'The Shelf' – Enpro's in-house library containing books across several domains like Management, Self-Help, Personal Development, Autobiographies, Fiction and Technical in multiple languages like English, Marathi and Hindi.

11. EMPLOYEE WELLNESS:

Subscription to health benefits platform offering services like health risk assessment, telemedicine, pharmacy, mental health, fitness etc.

AISSMS COLLEGE OF ENGINEERING

ENPRO
ENDURING PROMISE

Annexure - C

Medical Examination Letter

To,
Medical Officer,
Dhanashree Hospital
Sambhaji Nagar Chinchwad.
Tel - (020) 65103234, 27370583?

This is to introduce **Mr. Krunal Raut.** We have selected him for the position **Junior Engineer - Process Engineering** - SED at the HQ location.

Kindly complete the regular medical examination.

We will settle the charges for the same.

Yours Faithfully

For ENPRO INDUSTRIES PVT. LTD.

Authorized Signatory

AISSMS COLLEGE OF ENGINEERING

Tridiagonal Solutions
compute | innovate | develop

37

25th February 2023

Subject: Offer Letter

Dear Mohasin,

Congratulations!!

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Process Engineer** with Grade L1-I.

Your compensation details are as under:

Annual Cost to Company: INR 3,50,000/- P.A. Detailed offer break-up is attached in Annexure "I".

Designation, Grade & Compensation:

- Your designation shall be **Process Engineer**. It may please be noted that the designation is subject to change during the tenure based on the changes in your job responsibilities.
- You will be placed in the L1-I Grade.
- You are expected to join us on or before 20th March 2023, Monday.
- Your initial posting will be at "Pune". However, your services are liable to be transferred, at the sole discretion of Management, in such other capacity as the company may determine, to any department / section, location, associate, sister concern or subsidiary, client location at any place in India or abroad, whether existing today or which may come up in future.
- You will be entitled to compensation (salary and other applicable benefits) as detailed in Annexure "I"
- Compensation will be governed by the rules of the Company on the subject, and the rules can be amended by the Management from time to time.
- Your total emoluments per annum Cost to Company shall be **Rs. 3,50,000/-** (Rs. Three Lakhs Fifty Thousand Only), which is inclusive of Annual Statutory Benefits and Health Benefits.
- You will be on probation for a period of **six months**. The period of probation can be extended at the discretion of the Management and you will continue to be on probation till an order of confirmation has been issued in writing.

MSSMS COLLEGE OF ENGINEERING

Tridiagonal Solutions
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- Certain types of trainings (such as new tools/technologies/Tool certifications/training by external partners/consultants) will be provided to you during the probation period which will need you to sign training agreement with a minimum commitment of 18 months post training.

- In the event of breach of any of these conditions (18 months commitment post training) for whatsoever reasons the employee will be liable for damages which are likely to be very high considering the direct and indirect costs. The same damages are restricted to Rs. 1,00,000 with consent of all parties hereto.

- Non-Solicitation of Tridiagonal Employees: During the period of employment or post resignation you will not directly or indirectly, on your own behalf or in the service or on behalf of others, in any capacity induce or attempt to induce any employee to leave Tridiagonal Solutions

- Kindly note that refusal to sign the training agreement and/or attend the training can lead to automatic termination of your employment.

- Rest all terms and conditions of your employment with the company will be shared in Appointment letter which will be issued to you on your date of joining.

- You will be eligible for Appraisal as per the Appraisal policy of the company.

Please confirm your acceptance of the offer on the above terms and conditions by signing and returning the Duplicate Offer letter along with Annexure II i.e., Offer Acceptance Letter for our records.

Please note that this offer expires on the 25th February 2023, Saturday if not accepted or responded by you within the said date.

We look forward to a mutually beneficial association with you.

For Tridiagonal Solutions Pvt. Ltd

Tridiagonal Solutions Pvt. Ltd.

Apeksha Jadhav
Sr - HR Manager.

MISSION'S COLLEGE OF ENGINEERING

Gmail

Hemlata Kamble <hlkamble@aissmscoe.com>

Fwd: AISSMS College of Engineering Pune-1_Invitation for Campus Placement

1 message

Prashant Warke <pmwarke@aissmscoe.com> Tue, May 2, 2023 at 6:26 PM
To: "H. L. Kamble" <hlkamble@aissmscoe.com>, kbgandhi <kbgandhi@aissmscoe.com>

Please, find herewith placement proof of three students from BE Chemical (2021-22) batch for NBA & NAAC purposes.

---------- Forwarded message ---------
From: **Monika Mishra** <hr@nmjalmaitreya.com>
Date: Fri, Jul 8, 2022 at 3:10 PM
Subject: Re: AISSMS College of Engineering Pune-1_Invitation for Campus Placement
To: Prashant Warke <pmwarke@aissmscoe.com>
Cc: CEO NMJALMAITRIYA <ceo@nmjalmaitreya.com>, Chemical Head <chem.hod@aissmscoe.com>, sales@nmjalmaitreya.com <sales@nmjalmaitreya.com>

Dear Mr Prashant Warke,

We appreciate your hospitality extended during our team visit to your campus. With reference to campus interview conducted yesterday, we are pleased to inform the position of "Water Specialist" to following students:

1) Pratiksha Sanjay More
2) Shlok Phulkar
3) Mohamed Faiz Momin

They should report to our factory "PAP-B-43, MIDC Chakan Phase II, Bhamboli, Pune" tomorrow at 10 am. They should bring following documents in Original (for verification) and self attested copy tomorrow:

1) PAN Card
2) Aadhaar Card
3) Driving License
4) Birth Certificate
5) Three Passport Size photographs
6) Educational Certificates
7) Medical Fitness Certificate issued by MBBS doctor

Please feel free to get in touch with Mr Dinesh Swami for any further assistance.
--
Monika Mishra

NMJAL MAITREYA

NM JALMAITREYA LLP
PAP-B-43, MIDC Chakan Phase II, Bhamboli, Pune, Maharashtra, India - 410501
www.nmjalmaitreya.com
Cell: 91 9881145441

We are the Water Specialists!

AISSMS COLLEGE OF ENGINEERING

06.07.2022, 11:18, "sales@nmjalmaitreya.com" <sales@nmjalmaitreya.com>:

Dear Sir,
Thank you very much for your kind co-operation. As per the discussion and your trailing mail, herewith we are confirming schedule of interview.

Myself with Mr. Nikhil Mishra (CEO) will visit to your campus on 07.07.2022 at 10.00 AM.

We will start interview of the candidates by 10.00 Am.
We request you to kindly communicate to your students accordingly.

Regards,

Dinesh Swami

06.07.2022, 10:50, "Prashant Warke" <pmwarke@aissmscoe.com>:

> **Madam,**
>
> **Greetings from AISSMS COE, Pune.**
>
> On behalf of **AISSMS COE, thank you** for giving opportunity to BE Chemical Fresher (appeared) students to attend the Campus Recruitment Drive on various positions in an esteemed Organization: **NM JALMAITREYA LLP,** MIDC Chakan, Pune**. I spoke with the students about the job positions and job profiles.** Interested candidates for the same sent me their CVs which are attached herewith. I have also forwarded the Brochure of the Company to the candidates for their information.
>
> **The Campus Recruitment Drive can be conducted on Thursday, July 07, 2022 (tomorrow) in our College from 9.00 AM or 10.00 AM onwards as per the convenience for the team of the Company.**
>
> Looking forward for your positive consideration.
>
> Thanking you.
>
> **With regards,**

Prof. P. M. Warke
Assistant Professor and
Coordinator- Centre for Information, Training and Placement (CITP),
Industry- Institute Interaction, One Faculty-One
Industry, Industrial Visits, NAAC Criteria III, NBA
Criteria VII, Mentor 'Standards' Club under BIS, Pune
Lab. I/C. MO, Subjects Chairman BOS Chemical Engineering SPPU, Pune
Department of Chemical Engineering
AISSMS COE, Pune- 411001.

Contact: Cell Ph. No. 9823103089
Email: pramowa22@gmail.com,
pmwarke@aissmscoe.com, scopechemical22@gmail.com

Vision: Service to society through quality education

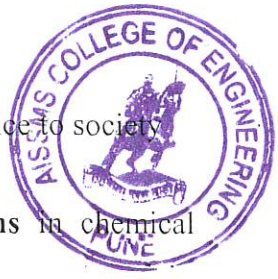
Department of Chemical Engineering,

1. Vision:

To be a leader in Chemical Engineering education providing service to society

2. Mission:

1. To prepare graduates for **responsible positions** in chemical industry, academia and research



2. To prepare graduates to **analyze and solve problems** of chemical industry, academia and research

3. Program Educational Objectives (PEOs)

1. **Competency:** To prepare competent graduates in Chemical Engineering so that they are successful in their professional career in industry, academia or research

2. **Problem Solving Skills:** To prepare graduates who can identify, analyze, research and solve Chemical Engineering problems of practical importance to industry, academia or research

3. **Leadership Skills:** To prepare graduates with effective communication, teamwork and leadership skills so that they can play effective role in industry, academia and research institutes.

On Tue, Jul 5, 2022 at 10:44 AM Monika Mishra <hr@nmjalmaitreya.com> wrote:
+ pmwarke@

We have attached our company brochure for the students. CTC package would be Rs 2.48 lakhs per annum.
The job profile is already shared in trail mail.
We look forward to early date for campus recruitment and would prefer 7th of this month.
Please feel free to contact Mr Dinesh Swami for further details.

--
Monika Mishra

NM JALMAITREYA LLP
PAP-B-43, MIDC Chakan Phase II, Bhamboli, Pune, Maharashtra, India - 410501
www.nmjalmaitreya.com
Cell: 91 9881145441

We are the Water Specialists!

02.07.2022, 15:14, "sales@nmjalmaitreya.com" <sales@nmjalmaitreya.com>:

Dear Sir,

We, NM Jalmaitreya LLP, Pune based fast growing organization in the field of water and wastewater treatment plants and turnkey projects. Having Office and factory located at PAP-B-43, Chakan MIDC, Phase II, Pune, are putting up this proposal to your collage for the purpose of campus recruitment to hire graduates in our organization. We require following personnel / candidates :

AISSMS COLLEGE OF ENGINEERING

Technical Sales Executives/ Technical Sales Engineers :
No. of Post 3 Nos in Pune and 2 posts in Mumbai.

Our requirement is as follows:
You'll need to have:

- A solid technical background
- Sales skills
- Communication skills
- Sound judgement and good business sense
- Organizational skills
- Teamworking ability
- The ability to build relationships quickly and effectively
- Analytical and problem-solving skills
- Resilience and tenacity
- Independence and self-reliance.

Job Profile : Sales Engineer
No. of Post : 2 Nos.

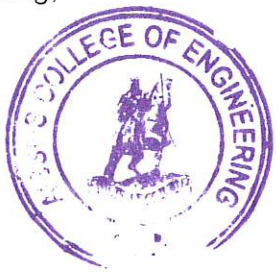
- Technical sales engineers usually split their time between the office and visiting clients.
- Search for new clients who might benefit from company products or services and maximize client potential in designated regions
- Develop long-term relationships with clients, through managing and interpreting their requirements
- Persuade clients that a product or service best satisfies their needs in terms of quality, price and delivery
- Negotiate tender and contract terms and conditions to meet both client and company needs
- Calculate client quotations and administer client accounts
- Provide pre-sales technical assistance and product education
- Work on after-sales support services and provide technical back up as required
- Arrange and carry out product training
- Analyze costs and sales
- Prepare reports for head office and keep customer records
- Meet regular sales targets and coordinate sales projects



- Support marketing activities by attending trade shows, conferences and other marketing events
- Make technical presentations and demonstrate how a product meets client needs
- Liaise with other members of the sales team and other technical experts
- Help in the design of custom-made products
- Provide training and produce support material for other members of the sales team.

Job Profile : Project Engineer
No. of Post : 2 Nos.

- Completes engineering projects by organizing and controlling project elements.
- Develops project objectives by reviewing project proposals and plans and conferring with management.
- Determines project responsibilities by identifying project phases and elements, assigning personnel to phases and elements, and reviewing bids from contractors.
- Determines project specifications by studying product design, customer requirements, and performance standards.
- Completes technical studies and prepares cost estimates.
- Confirms product performance by designing and conducting tests.
- Determines project schedule by studying project plan and specifications, calculating time requirements, and sequencing project elements.
- Maintains project schedule by monitoring project progress, coordinating activities, and resolving problems.
- Controls project plan by reviewing design, specifications, and plan, scheduling changes, and recommending actions.
- Controls project costs by approving expenditures and administering contractor contracts.
- Prepares project status reports by collecting, analyzing, and summarizing information and trends; recommending actions.
- Maintains safe and clean working environment by enforcing procedures, rules, and regulations.



- Maintains project data base by writing computer programs; entering and backing up data.
- Maintains product and company reputation by complying with federal and state regulations.
- Contributes to team effort by accomplishing related results as needed.

Job Profile : Proposal Engineer
No. of Post : 1 Nos.

- Review requests for proposals.
- Outline project specifications.
- Determine estimated costs.
- Use proposal software.
- Collaborate with other departments.
- Communicate with non-technical audiences.
- Conduct industry research.

We request you to , please circulate this requirement to your interested students and arrange to send their Resume for evaluation.

For further details please reach us at www.nmjalmaitreya.com or undersigned.

Regards,

Dinesh Swami
Vice President (Sales & Marketing)
09370920185

29.06.2022, 17:01, "sales@nmjalmaitreya.com" <sales@nmjalmaitreya.com>:

Dear Madam,

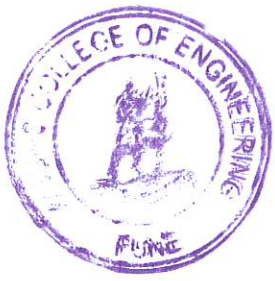
Please post our requirement of candidates, for dales, project and proposal engineers.

Best Regards

NM Jalmaitreya LLP sales@nmjalmaitreya.com |
www.nmjalmaitreya.com
GST No.: 27AAOFN3055A1ZG

-------- Forwarded message --------
16:24, 28 June 2022, Prashant Warke <pmwarke@aissmscoe.com>:

To,



Mr. Dinesh Swami
Vice President
NM Jalmaitreya LLP
MIDC, Chakan (Phase- II)
Pune- 410501

Dear Sir,

Greetings from AISSMS COE, Pune.

As per our discussion yesterday in our College regarding the requirement of BE Chemical and Instrumentation Engineers (Fresher) for Design, Proposal, Project and Technical Marketing Departments in an esteemed Organization: **NM Jalmaitreya LLP, Pune,** we are **inviting you for a campus recruitment drive in the first week of July 2022 or as per your convenience.**

The All India Shri Shivaji Memorial Society (AISSMS) was established in 1917 by Late H H Shrimant Shri Shahu Chhatrapati Maharaj of Kolhapur to promote the noble cause of education. The AISSMS COE, Pune is a co-education Institute established in 1992.

The AISSMS College of Engineering is affiliated to the Savitribai Phule Pune University. It conducts AICTE approved courses leading to the degree of Bachelor of Engineering (BE) in eight engineering streams and Master of Engineering (ME) in Seven engineering streams, Chemical Engineering being one of those.

AISSMS IOIT, the sister concern Institute, is having an Instrumentation Engineering discipline.

Enclosed herewith for your kind reference:--

1) An Invitation Letter for Campus Recruitment Drive

2) The brochure of Department of Chemical Engineering

3) The Placement brochure

Thanking you.

With regards,

Prof. P. M. Warke
Assistant Professor and
Coordinator- Centre for Information, Training and Placement (CITP),
Industry- Institute Interaction, One Faculty-One Industry, Industrial Visits, NAAC Criteria III, NBA Criteria VII, Mentor 'Standards' Club under BIS, Pune
Lab. I/C. MO, Subjects Chairman BOS Chemical Engineering SPPU, Pune
Department of Chemical Engineering
AISSMS COE, Pune- 411001.

Contact: Cell Ph. No. 9823103089
Email: pramowa22@gmail.com, pmwarke@aissmscoe.com, scopechemical22@gmail.com

Vision: Service to society through quality education

Department of Chemical Engineering,

1. Vision:

To be a leader in Chemical Engineering education providing service to society

2. Mission:

1. To prepare graduates for **responsible positions** in chemical industry, academia and research

2. To prepare graduates to **analyze and solve problems** of chemical industry, academia and research

3. Program Educational Objectives (PEOs)

1. **Competency:** To prepare competent graduates in Chemical Engineering so that they are successful in their professional career in industry, academia or research

2. **Problem Solving Skills:** To prepare graduates who can identify, analyze, research and solve Chemical Engineering problems of

practical importance to industry, academia or research

3. **Leadership Skills:** To prepare graduates with effective communication, teamwork and leadership skills so that they can play effective role in industry, academia and research institutes.

-------- End of forwarded message --------

--
Regards,
Vaibhav Gaigole
9850992990
Water Specialist

NM JALMAITREYA LLP
PAP-B-43, MIDC Chakan Phase II,
Bhamboli, Pune, Maharashtra - 410501
Mob: +91 8380089036
www.nmjalmaitreya.com

We are the Water Specialists!

BENGALURU I CHANDIGARH I KANPUR I NEW DELHI I PUNE I VADODARA

--
Regards,
Vaibhav Gaigole
9850992990
Water Specialist

NM JALMAITREYA LLP
PAP-B-43, MIDC Chakan Phase II,
Bhamboli, Pune, Maharashtra - 410501
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AISSMS COLLEGE OF ENGINEERING PUNE

We are the Water Specialists!

BENGALURU I CHANDIGARH I KANPUR I NEW DELHI I PUNE I VADODARA

Thanking you!

With Regards

Prof. P M Warke (+91-9823103089)

pmwarke@aissmscoe.com, pramowa22@gmail.com

Assistant Professor and Coordinator

Department of Chemical Engineering

AISSMS College of Engineering

Kennedy Road, Near RTO Office

Pune-411001

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offer letter signed.pdf

SIEMENS energy

Dresser-Rand India Private Limited

Nupoor Upadhye,
AIIMS
AISSMS IOIT, Kennedy Road,
Pune – 411 001

Name Mehul Parekh
Department Human Resources

Telephone +91 79 22806439
Fax +91 79 22805599
Mobile +91 9558100874
E-mail mehul.parekh@siemens.com

Date 17-Mar-22
Our Ref 2223096473810

Sub: Offer of employment as GTE

Dear **Nupoor**,

Dresser-Rand India Pvt. Ltd. is pleased to extend this offer of employment as **Graduate Trainee Engineer.** You will be located at **Ahmedabad**.

In addition to your Target Pay, you will also get a retention bonus of **Rs.1,50,000** (Rupees One Lakh Fifty Thousand Only), payable on completion of three years from the date of joining.

This offer is subject to reference check and medical clearance, which includes standard local specific drug and alcohol test to satisfy Dresser-Rand Substance Abuse Policy.

We would be verifying your credentials through reference checks and background verifications. Please note that furnishing of false information or suppression of any factual information relating to your employment as well as submission of false/ fake/ forged documents will result in cancellation of this offer.

The remuneration would be as agreed jointly. The appointment letter containing detailed terms and conditions of the employment will be issued on your reporting to us. Please also bring your 2 nos. recent passport size color photographs and following documents in originals for verification and copy thereof for our records

1. Relieving Order and Appointment letter of present employer
2. Experience Certificates of all previous employers
3. Pay slips of last three months
4. Age Proof – School/College Leaving/Transfer Certificate
5. Educational Mark sheets – Diploma, Graduation & Post Graduation
6. Merit / Credit Certificates of above Educational Qualifications
7. Any other Certificates / Testimonials / Credentials etc. you have achieved
8. PAN Card, Passport, Driving License & RC Book of the Vehicle owned by you

Dresser-Rand India Private Limited
Management Rajesh Vyas

Principal Place of business
[illegible]
Ahmedabad 382330 India
India

Tel +91 2717 223333

Registered Office: [illegible] Mumbai-Pune Road, Pimpri-Pune 411018, Maharashtra, India. Corporate Identity number: U29130MH1998PTC117293
Other locations: Pune, Vadodara, Ahmedabad, Mumbai, New Mehsana and Gurgaon

SIEMENS energy

Please sign and return the copy of this letter as token of acceptance, indicating the probable date of joining.

We look forward to congenial relationship.

Very truly yours,
DRESSER-RAND INDIA PRIVATE LIMITED,

Vyas Rajesh

Parekh Mehul

AISSMS COLLEGE OF ENGINEERING

Ramdas A. Wani

Energy, EHS and Management System (ISO) Consultant

1 Shakti Vijay Society, Behind Samata Flats, Samata Gotri Road, Subhanpura, Baroda-390023

Mob:- 09909818280 / 8849697168 / 7600373068

Email:- rawani55@gmail.com • rawani55@yahoo.com

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TO

Date – 26/012/2022

Rushikesh Wankhede.

Phone-9921702456
Email-Id- rushikeshuw@gmail.com

Dear Rushikesh Wankhede .

Sub – Offer letter of internship / Trainee Junior Consultant

In continuation with the application for a suitable post in our establishment and subsequent personal interview of today I Pleased to offer you internship in our establishment as a Junior Consultant environment as an intern

The main terms are offer are –

1. You will join us at the earliest but before 31st December-2022.
2. You will join our office in Pune.
3. You will be paid an internship allowance of rupees 16,000 per month which will be reviewed after 3 months based on your performance.
4. The duration of your training period is 2 years.
5. For any outstation work all the expanses are born by us.
6. You will give us a contractual bond to work here for 2 years. Your internship allowance will be reviewed periodically according to your performance and benefits to the organization.
7. This offer letter is given in duplicate and you will sign another copy as the token of acceptance of the offer.

Your's truly

R. A. Wani

Place - Pune

(Mr. R.A. Wani)

Principle Consultant



UHP Technologies Private Limited

An ISO 9001:2015 Certified Company

KAS UHP Tech

44

Ref. UHP/HR/ OL/GET/2021/S1

14 Jun 2022

To
Paresh Rajendra Chaudhari
AISSM PUNE

Letter of Offer

Dear Paresh

Congratulations!! & Welcome to the dynamic team of **UHP Technologies Private Limited.** With reference to your application & subsequent discussion you have had with us, the Management is pleased to offer you the position of **Graduate Engineer Trainee** with our Organization on the mutually agreed terms:

- You will join us On or Before **16 Aug 2022**
- After you join, you may be deployed to any of our Project Locations across India.
- You will get a Monthly Stipend of Rs. **21,100/-** and corresponding Cost to Company (Annual CTC) will be **Rs.3,08,568/-**. Details as per enclosed annexure.
- Apart from the Stipend, you will get the benefits like Stay*, Travel* & other Statutory Benefits as applicable to you.
- A Detailed Appointment Letter will be issued to you on your joining the Organization.
- Your Appointment is subject to finding you medically fit and upon receipt of copies of all your Educational Certificates, testimonials, as applicable.

Please note that this offer Letter is based upon correctness of the representation of facts made by you in your application and discussions. Kindly acknowledge duplicate of this offer Letter as a token of your acceptance of our letter.

Yours Faithfully,

For UHP Technologies Pvt Ltd,

Accepted by:

Manjunath Jyothinagar
Managing Director

Paresh Rajendra Chaudhari

AISSMS COLLEGE OF ENGINEERING PUNE

marcuras
www.marcuras.com

45

Date: 12th July 2022

To – Ms. Khushi Dode,

Re: Offer Letter for working with Marcuras Water Treatment Pvt Ltd.

We at **Marcuras Water Treatment (India) Pvt. Ltd.** are pleased to inform you that you have been selected for the post of "**Trainee Engineer**".

You Payment package will be as detailed in the Annexure A.

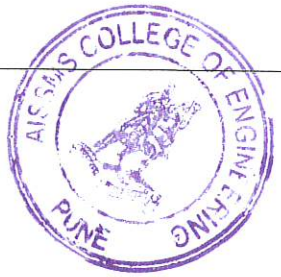
Your engagement with us will be governed by the Terms & Conditions as detailed in Annexure B.

We are confident that you will prove to be good asset for us and contribute towards progress of the organization. We assure you of our support for your professional development and growth.

Hope the offer is clear and in line with your expectation.

We wish you a long and successful career with us.

Yours Truly,
For **Marcuras Water Treatment (India) Pvt Ltd**



Annexure A - Salary Package

1. Marcuras Water Treatment (India) Pvt. Ltd. offers you total monthly payment of **Rs.15,000.00/-** (Fifteen Thousand Rupees Only) including TDS.

2. Expenses (travel, food, lodging (outside Pune)) borne by you for company work will be reimbursed against bills, as per the company policy. This does not include daily travel to and fro office.

3. Minimum commitment period will be 2 years. If you leave in between, management will have the right to forfeit from you the salary of three months. Additionally, you will not be eligible for any bonus or incentive declared by the company during/for that tenure.

4. Salary will be released in 1st week of every month.

Annexure B - Terms and Conditions

1. You will have to report to office at 9.00AM every day. Sunday will be weekly off.
   Office time: 9:00 A.M. to 5:30 P.M.

2. All standard holidays will be granted.

3. Any absentees/ leaves deduction will be to the discretion of the directors/management.

4. You may be relocated for short/long term as per requirement of work depending on company priorities.

5. You will not copy/print/share (verbal or in writing)/email any confidential company data while in job or after leaving the job to competitor or otherwise.

6. All the staff amenities like computer, mobile SIM card or any other facilities that are essential for your job post will be provided.

7. You are not allowed to work part time or otherwise during your employment in our company.

8. You will report to your vertical head, Ms, Sarika Sahasrabudhe.

9. You will be under probation for a period of 6 months or more - based on your performance during first 6 months.

AISSMS COLLEGE OF ENGINEERING PUNE

10. We expect you to take on the responsibilities of a "Trainee Engineer – Marketing & Sales".

11. You may be given additional or different responsibilities in future as per company priorities and same will be to the discretion of the management.

12. You may have to work occasionally beyond normal working hours if situation demands.

13. Notice period of 1 month for relieving is required.

14. As part of training, you will be given additional functions or change of roles for overall development as felt appropriate by management.

15. All your expenses incurred while travelling for company work will be reimbursed at actual on producing necessary bills.

The above terms and conditions are based on the company's current policy, procedures and other rules. In all matter, including those not specifically covered here, you will be governed by the rules of the company as shall be in force from time to time.

ALKYL

Alkyl Amines Chemicals Limited

Reg. Office: 401-407, Nirman Vyapar Kendra, Plot No. 10, Sector 17, Vashi, Navi Mumbai - 400 703. INDIA
Tel.: 022-6794 6600 • Fax: 022-6794 6666 • E-mail : alkyl@alkylamines.com • Web: www.alkylamines.com

Responsible Care

46

1st February 2023

Mr. Kunal Farate
At- Daund, Audumber Nagar,
Patas Road- 413801
Mobile 7750821125

Dear Mr. Kunal,

We are pleased to inform you that you are appointed for the post of 'MANAGEMENT TRAINEE' at our factory: Plot No D-6/1, MIDC Kurkumbh,Taluka : Daund, Dist. : Pune – 413105, with effect from **1st February 2023**, on the following terms and conditions :

1. You will be paid stipend of Rs. 15,100/- (Rupees Fifteen Thousand One Hundred only) per month, House Rent Allowance of Rs.800/- (Rupees Eight Hundred only) per month and General Allowances of Rs.3550/- (Rupees Three Thousand Five Hundred & Fifty Only) per month.

2. You will be on training for a period of one year, which can be curtailed or extended at the sole discretion of the management. The management reserves the right to terminate your traineeship at any time during the training period without any notice and without assigning any reason.

3. On successful completion of the traineeship, the Company is not bound to offer you regular permanent employment, but in the event of any appropriate vacancy, the Company may consider your suitability for the same.

4. If your conduct, attendance, progress, and performance is found to be unsatisfactory during the training period, the Company shall be free to terminate your traineeship forthwith.

MSSMS COLLEGE OF ENGINEERING PUNE

5. The period of training will not be treated as service for any purpose.

6. During the training period, you will be entitled to 1day leave per month.

7. You will be liable to be transferred from one shift to another or from one department to another, one section to another or from one location to another, according to your training schedule for you.

8. The Company will not provide you accommodation or transport. However, you may avail of the Company's transport facility during its scheduled trips.

9. As explained during the interview, you will perform any work that may be entrusted to you during the period of your training at the discretion of the Company and you will claim no extra remuneration for the said work.

10. You should observe strict secrecy in respect of all transactions of the Company and it's associates and should not reveal any of the matters which may come to your knowledge in the discharge of the duties, except when required to do so by the management of the Company, or by the process of law. You should not disclose or publish, either during the term of your training or subsequent thereto, any confidential or secret formulae acquired in the course of your training with the Company. You should not take with you without the consent of the Company, any records or documents of a confidential character when you leave the services of the Company. You shall sign a Secrecy Agreement / Service Agreement annexed to this letter.

11. You will abide by all the applicable rules, regulations, procedures and practices of the Company in force from time to time.

MAEER'S MIT COLLEGE OF ENGINEERING PUNE

marCuras
www.marcuras.com

Date: 06th July 2022

To – Ms. Ujvala Pardeshi,

Re: Offer Letter for working with Marcuras Water Treatment Pvt Ltd.

We at **Marcuras Water Treatment (India) Pvt. Ltd.** are pleased to inform you that you have been selected for the post of "**Trainee Engineer**".

You Payment package will be as detailed in the Annexure A.

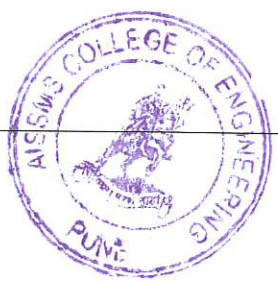
Your engagement with us will be governed by the Terms & Conditions as detailed in Annexure B.

We are confident that you will prove to be good asset for us and contribute towards progress of the organization. We assure you of our support for your professional development and growth.

Hope the offer is clear and in line with your expectation.

We wish you a long and successful career with us.

Yours Truly,
For **Marcuras Water Treatment (India) Pvt Ltd**



Annexure A - Salary Package

1. Marcuras Water Treatment (India) Pvt. Ltd. offers you total monthly payment of **Rs.15,000.00/-** (Fifteen Thousand Rupees Only) including TDS.

2. Expenses (travel, food, lodging (outside Pune)) borne by you for company work will be reimbursed against bills, as per the company policy. This does not include daily travel to and fro office.

3. Minimum commitment period will be 2 years. If you leave in between, management will have the right to forfeit from you the salary of three months. Additionally, you will not be eligible for any bonus or incentive declared by the company during/for that tenure.

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1. You will have to report to office at 9.00AM every day. Sunday will be weekly off.
   Office time: 9:00 A.M. to 5:30 P.M.

2. All standard holidays will be granted.

3. Any absentees/ leaves deduction will be to the discretion of the directors/management.

4. You may be relocated for short/long term as per requirement of work depending on company priorities.

5. You will not copy/print/share (verbal or in writing)/email any confidential company data while in job or after leaving the job to competitor or otherwise.

6. All the staff amenities like computer, mobile SIM card or any other facilities that are essential for your job post will be provided.

7. You are not allowed to work part time or otherwise during your employment in our company.

8. You will report to your vertical head, Mr. Amit Sahasrabudhe.

9. You will be under probation for a period of 6 months or more - based on your performance during first 6 months.

AISSMS COLLEGE OF ENGINEERING PUNE

10. We expect you to take on the responsibilities of a "Trainee Engineer - Proposal".

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12. You may have to work occasionally beyond normal working hours if situation demands.

13. Notice period of 1 month for relieving is required.

14. As part of training, you will be given additional functions or change of roles for overall development as felt appropriate by management.

15. All your expenses incurred while travelling for company work will be reimbursed at actual on producing necessary bills.

The above terms and conditions are based on the company's current policy, procedures and other rules. In all matter, including those not specifically covered here, you will be governed by the rules of the company as shall be in force from time to time.

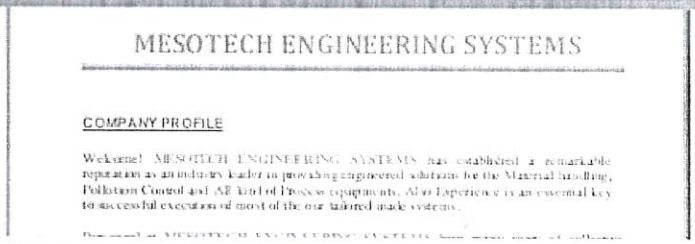
AISSMS COLLEGE OF ENGINEERING
PUNE



AISSMS COLLEGE OF ENGINEERING
PUNE

10:34 PM 4G 31%

Chaitanya Shelar
last seen today at 9:55 pm


MESOTECH ENGINEERING SYSTEMS

COMPANY PROFILE

Welcome! MESOTECH ENGINEERING SYSTEMS has established a remarkable reputation as an industry leader in providing engineered solutions for the Material handling, Pollution Control and All kind of Process equipments. Also Experience is an essential key to successful execution of most of the our tailored made systems.

MESOTECH-Company Catalogue.pdf
435 kB • PDF

11:42 am ✓✓

Director: Mr. Reshnu Pillai 11:43 am ✓✓

28 December 2022

Sir I will join Mesotech Engineering Systems from 02/01/2023 ★ 11:05 am

Congratulations, Chatnya Shelar for an Achievement! ★ 11:18 am ✓✓

Thank you sir ★ 11:32 am

All the Best. ★ 11:33 am ✓✓

Today

Copy of a placement proof. 10:33 pm ✓✓

Message

AISSMS COLLEGE OF ENGINEERING PUNE

2021 - 22

Gmail

Hemlata Kamble <hlkamble@aissmscoe.com>

Fwd: Chemical Engineers_selection_Toyam

1 message

Prashant Warke <pmwarke@aissmscoe.com> Tue, May 2, 2023 at 7:14 PM
To: "H. L. Kamble" <hlkamble@aissmscoe.com>, kbgandhi <kbgandhi@aissmscoe.com>
Cc: AISSMSCOE Placements <placements@aissmscoe.com>

Dear Madam & Sir,

PF here the placement proof/ offer letter regarding Vishwajeet Yadav, BE Chemical (2021-22). He did not join the same Company. He joined another Company in Visakhapatnam.

---------- Forwarded message ---------
From: **K P Ranjan** <kpranjan@toyamindia.com>
Date: Mon, May 2, 2022 at 6:00 PM
Subject: RE: Chemical Engineers_selection_Toyam
To: Prashant Warke <pmwarke@aissmscoe.com>
Cc: Prafulla Kumar <prafullakumar@toyamindia.com>, S V Dalal <svdalal@toyamindia.com>, Chemical Head <chem.hod@aissmscoe.com>, ToyaM - Subhasmita <sales@toyamindia.com>

Respected Mr. Prashant Sir,

Greetings!!

Please find the offer letter of Mr. Vishwajeet Yadav welcoming to toyaM family.

Kindly ask him to confirm and accept the offer by signing on the offer letter , Page no 9 and Page no 12 of the and sent the scan copy to our office.

We wish a very wonderful and great career with toyaM.

Thanks & Regards,

Kumar Priya Ranjan.

Co-Founder & Managing Director.

toyaM Technologies India Pvt. Ltd.

Pune - 411 048, Maharashtra, India.

Mobile: +91 - 99871 31268 | ☎+91-20-4121 5551/9 | www.toyamindia.com | *An ISO 9001:2015 Certified Company*

Please consider the environment before printing this e-mail

AISSMS COLLEGE OF ENGINEERING PUNE

From: Prashant Warke [mailto:pmwarke@aissmscoe.com]
Sent: Thursday, 21 April 2022 4:12 pm
To: K P Ranjan
Cc: Prafulla Kumar; S V Dalal; Chemical Head; ToyaM - Subhasmita
Subject: Re: Chemical Engineers_selection_Toyam

Respected Sir,

Greetings from AISSMS COE, Pune.

I was on an Industrial Tour yesterday along with students of TE Chemical. We visited Unit II of Clean Science and Technology Ltd., MIDC, Kurkumbh, Dist. Pune. Today morning, I was busy with urgent examination work, therefore couldn't reply to your mail. I regret the delay. However, I informed the same to the selected candidate Vishwajeet Yadav and congratulated him for his achievement.

On behalf of AISSMS COE, **thank you so much** for offering the job opportunity to our students. It was a very good experience for us regarding the Campus Recruitment Drive and an expert talk delivered by you on 'Water treatment and wastewater treatment' which was a part of the Company presentation and the brief about the job profile.

Thanking you.

Best Regards,

Prof. P. M. Warke

Coordinator- Centre for Information, Training and Placement,

Industry Institute Interaction

Department of Chemical Engineering

AISSMS College of Engineering, Pune-411001

Mobile: 9823103089, www.aissmscoe.com

On Tue, Apr 19, 2022 at 5:21 PM K P Ranjan <kpranjan@toyamindia.com> wrote:

> Respected Prashant Sir,
>
> Greetings!!!
>
> We thank you and the entire team of AISSMS for arranging the interview session for our requirement of chemical engineers. We are very much impressed with the students knowledge and experience. This only shows the institute is doing a great work.



Based on the written test and two round of 1:1 interview we have selected Mr. Vishwajeet B Yadav to join Toyam from the date he completes his Graduation course. We expect it would be around 1st week of July 2022.

Please convey the message to Vishwajeet and ask him to confirm the same in email to issue an appointment letter. We welcome him to toyaM Family.

Thanks & Regards,

Kumar Priya Ranjan.

Co-Founder & Managing Director.

toyaM Technologies India Pvt. Ltd.

Pune - 411 048, Maharashtra, India.

Mobile: +91 - 99871 31268 | ☎+91-20-4121 5551/9 | www.toyamindia.com | *An ISO 9001:2015 Certified Company*

Please consider the environment before printing this e-mail

From: K P Ranjan [mailto:kpranjan@toyamindia.com]
Sent: Thursday, 7 April 2022 12:18 pm
To: 'Prashant Warke'
Cc: 'Prafulla Kumar'; 'S V Dalal'; 'Chemical Head'; 'ToyaM - Subhasmita'
Subject: RE: Chemical Engineers

Respected Prashant Sir,

Greetings!!

We were very much delighted to meet you and the entire staff of AISSMS during our visit on 5th April 2022. We thank you for the kind hospitality given to our entire team. We were very much impressed with the facility, infrastructure and the lab of the College. This only shows why your institute is being ranked as one of the best in the country.

Sir, based on the meeting with various candidates we have short listed following candidates:

1. Abhishek B Kumbharde
2. Mahesh Chavan
3. Gaurav Patil
4. Vishwajeet B Yadav.



We shall confirm the dates of 1:1 interview to be conducted at our office in next week.

Thanks & Regards,

Kumar Priya Ranjan.

Co-Founder & Managing Director.

toyaM Technologies India Pvt. Ltd.

Office no: 18-19, 1st Floor, Parmar Pavan, Lulla nagar- Kondhwa Main Road, Kondhwa,

Pune-411048.

Maharashtra, India.

Mobile: +91 - 99871 31268 | ☎+91-20-4121 5551/9 | www.toyamindia.com | *An ISO 9001:2015 Certified Company*

Please consider the environment before printing this e-mail

From: K P Ranjan [mailto:kpranjan@toyamindia.com]
Sent: Tuesday, 5 April 2022 9:57 am
To: 'Prashant Warke'
Cc: 'Prafulla Kumar'; 'S V Dalal'; 'Chemical Head'; 'ToyaM - Subhasmita'
Subject: RE: Chemical Engineers

Respected Sir,

Good morning!!

We shall be at your college by 10.30-40 am.

Thanks & Regards,



Kumar Priya Ranjan.

Co-Founder & Managing Director.

toyaM Technologies India Pvt. Ltd.

Pune - 411 048, Maharashtra, India.

Mobile: +91 - 99871 31268 | ☎+91-20-4121 5551/9 | www.toyamindia.com | *An ISO 9001:2015 Certified Company*

Please consider the environment before printing this e-mail

From: Prashant Warke [mailto:pmwarke@aissmscoe.com]
Sent: Monday, 4 April 2022 5:05 pm
To: K P Ranjan
Cc: Prafulla Kumar; S V Dalal; Chemical Head; ToyaM - Subhasmita
Subject: Re: Chemical Engineers

Respected Sir,

Greetings of the day!

PFA regarding CV of one more candidate who is interested in the same job profile.

On Fri, Apr 1, 2022 at 11:44 AM Prashant Warke <pmwarke@aissmscoe.com> wrote:

> Respected Sir,
>
> **Greetings from AISSMS COE, Pune.**
>
> Thank you for the information.
>
> You are welcome to our Campus on the mentioned schedule. We will inform the recruitment procedure to the candidates.
>
> Thanking you.
>
> **Best Regards,**
>
> Prof. P. M. Warke
>
> Coordinator- Centre for Information, Training and Placement,
>
> Industry Institute Interaction, One Faculty- One Industry,
>
> and Industrial Visits
>
> Department of Chemical Engineering
>
> AISSMS College of Engineering, Pune-411001
>
> Mobile: 9823103089, www.aissmscoe.com



Vision: Service to society through quality education

On Fri, Apr 1, 2022 at 10:01 AM K P Ranjan <kpranjan@toyamindia.com> wrote:

Respected Prashant Warke Sir,

Greetings!!!

We will be at your campus on 5th April at 11.30 am. We shall first address all the candidates and share about toyaM company, its vision, and way forward.

The process of selection will be as follows:

1. Small quiz of 15-20 question -20 mins.
2. followed by interview.

Team from Toyam:

1. Prafulla Kumar, AGM-HR and Finance
2. Subhasmita, Project coordinator
3. KP Ranjan, MD.

Thanks & Regards,

Kumar Priya Ranjan.

Co-Founder & Managing Director.

toyaM Technologies India Pvt. Ltd.

Pune - 411 048, Maharashtra, India.

Mobile: +91 - 99871 31268 | ☎+91-20-4121 5551/9 | www.toyamindia.com | *An ISO 9001:2015 Certified Company*

Please consider the environment before printing this e-mail

From: Prashant Warke [mailto:pmwarke@aissmscoe.com]
Sent: Thursday, 31 March 2022 5:45 pm
To: K P Ranjan
Cc: Prafulla Kumar; S V Dalal; Chemical Head
Subject: Re: Chemical Engineers

AISSMS COLLEGE OF ENGINEERING

Respected Sir,

PFA of CVs regarding additional two interested candidates for the consideration.

Thanking you.

Best Regards,

Prof. P. M. Warke

Coordinator- Centre for Information, Training and Placement,

Industry Institute Interaction, One Faculty- One Industry,

and Industrial Visits

Department of Chemical Engineering

AISSMS College of Engineering, Pune-411001

Mobile: 9823103089, www.aissmscoe.com

Vision: Service to society through quality education

On Thu, Mar 31, 2022 at 2:17 PM Prashant Warke <pmwarke@aissmscoe.com> wrote:

> **Respected Sir,**
>
> **Greetings from AISSMS COE, Pune!**
>
> **Wishing All the Best for Prosperity and Bright Future for your Organization.**
>
> **Thank you very much** for providing job opportunities to our BE Chemical students in an esteemed Organization: **toyaM Technologies India Pvt. Ltd.,** Pune.
>
> I am honoured to send herewith CVs of BE Chemical (appearing final semester) students who are interested for the job profile; **Assistant Manager- Sales**.
>
> End of final examination: 15 th June 2022 (Tentative). The selected candidate/s will be joined within the week after the last day of their examination.
>
> Placement Brochure 2021-2022.pdfError! Filename not specified.
>
> As per the suggestion, for pre placement talk and campus recruitment, 4 th or 5 th April 2022 11.30 am any date will be suitable for us. You are kindly invited for the same in our College campus. PFA of an

AISSMS COLLEGE OF ENGINEERING PUNE

Invitation Letter for Campus Recruitment of BE Chemical (2021-22) for requirement on other positions, Brochure of the Department and the Placement Brochure for your kind information and reference purpose.

Looking forward for your kind consideration.

Thanking you.

Best Regards,

Prof. P. M. Warke

Coordinator- Centre for Information, Training and Placement,

Industry Institute Interaction, One Faculty- One Industry,

and Industrial Visits

Department of Chemical Engineering

AISSMS College of Engineering, Pune-411001

Mobile: 9823103089, www.aissmscoe.com

Vision: Service to society through quality education

Department of Chemical Engineering,

1. Vision:

To be a leader in Chemical Engineering education providing service to society

2. Mission:

1. To prepare graduates for **responsible positions** in chemical industry, academia and research

2. To prepare graduates to **analyze and solve problems** of chemical industry, academia and research

3. Program Educational Objectives (PEOs)

1. **Competency:** To prepare competent graduates in Chemical Engineering so that they are successful in their professional career in industry, academia or research

2. **Problem Solving Skills:** To prepare graduates who can identify, analyze, research and solve Chemical Engineering problems of practical importance to industry, academia or research

3. **Leadership Skills:** To prepare graduates with effective communication, teamwork and leadership skills so that they can play effective role in industry, academia and research institutes.



On Wed, Mar 30, 2022 at 5:24 PM K P Ranjan <kpranjan@toyamindia.com> wrote:

Respected Mr. Warke Ji,

Greetings and Namaskar from Toyam Technologies India Pvt Ltd. We are in the business since Dec 2013 and have been registered as Startup company, MSME registered and ISO 9001:2015 certified company. We have technology partnership with Bhabha Atomic research Centre, Trombay, Mumbai to drive their drinking water program. Currently we have more than 900 installations across the country and to drive our Water Treatment business we seek fresh or 1-2 years experience Chemical engineers with flair of water treatment knowledge.

It was great pleasure speaking to you with regard to our requirement of fresh Chemical Engineers having done some optional subject related to water treatment.

We are looking for one position to be based at Pune:

1. Position: Assistant Manager- Sales , Total Position: 2

2. Education: Fresh or 1-2 years experience BE/B Tech in Chemical with optional subjects of water treatment

3. Position: This is permanent position with PF, ESIC, Gratuity and cash less medical facility.

4. Location : Pune

5. Job Profile:

    a. Interact with client/customer and offer right proposal and follow up with them for closure of business.

    b. Will require to make C level calls in Industry

    c. Will do proper documentation and hungry to learn new concepts.

    d. On achieving Yearly task plant there is additional variable incentive over and above the salary.

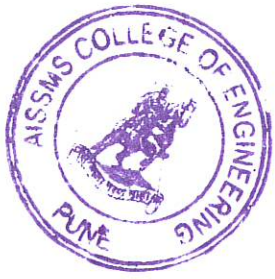
    e. Ready for extensive travel to ETP/STP plants across western India.

6. Salary: Basic: Rs 8250, HRA: 3300, Others Rs 4950, plus PF (employee) and ESIC (employee) + Gratuity (as per policy)+ Cashless medical insurance upto Rs 2 lakhs.

CTC is Rs 17,973+ Gratuity.

7. Selection Process: We shall like to do a pre placement talk to the students (on 4th April 2022 around 11.30 am-if convenient to students or suggest an alternative slot either on 4th or 5th April 2022) , may take small exam and then follow up with interview at Pune in your campus.

Thanks & Regards,



Kumar Priya Ranjan.

Co-Founder & Managing Director.

toyaM Technologies India Pvt. Ltd.

Office no: 18-19, 1st Floor, Parmar Pavan, Lullanagar-Kondhwa Road, Pune,

Pin:- 411 048, Maharashtra, India.

Mobile: +91 - 99871 31268 | ☎+91-20-4121 5551/9 | www.toyamindia.com | *An ISO 9001:2015 Certified Company*

Please consider the environment before printing this e-mail

Go Green

Go Green, Save Paper

Thanking you.

Best Regards,

Prof. P. M. Warke

Coordinator- Centre for Information, Training and Placement,

Industry Institute Interaction, One Faculty- One Industry,

and Industrial Visits

Department of Chemical Engineering

AISSMS College of Engineering, Pune-411001

Mobile: 9823103089, www.aissmscoe.com

AISSMS COLLEGE OF ENGINEERING PUNE

--
Thanking you!

With Regards

Prof. P M Warke (+91-9823103089)

pmwarke@aissmscoe.com, pramowa22@gmail.com

Assistant Professor and Coordinator

Department of Chemical Engineering

AISSMS College of Engineering

Kennedy Road, Near RTO Office

Pune-411001

Offer Letter - Vishwajeet Yadav_compressed.pdf
1887K



Gmail

Hemlata Kamble <hlkamble@aissmscoe.com>

Fwd: Chemical Engineers_selection_Toyam

1 message

Prashant Warke <pmwarke@aissmscoe.com> Tue, May 2, 2023 at 7:14 PM
To: "H. L. Kamble" <hlkamble@aissmscoe.com>, kbgandhi <kbgandhi@aissmscoe.com>
Cc: AISSMSCOE Placements <placements@aissmscoe.com>

Dear Madam & Sir,

PF here the placement proof/ offer letter regarding Vishwajeet Yadav, BE Chemical (2021-22). He did not join the same Company. He joined another Company in Visakhapatnam.

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Subject: RE: Chemical Engineers_selection_Toyam
To: Prashant Warke <pmwarke@aissmscoe.com>
Cc: Prafulla Kumar <prafullakumar@toyamindia.com>, S V Dalal <svdalal@toyamindia.com>, Chemical Head <chem.hod@aissmscoe.com>, ToyaM - Subhasmita <sales@toyamindia.com>

Respected Mr. Prashant Sir,

Greetings!!

Please find the offer letter of Mr. Vishwajeet Yadav welcoming to toyaM family.

Kindly ask him to confirm and accept the offer by signing on the offer letter , Page no 9 and Page no 12 of the and sent the scan copy to our office.

We wish a very wonderful and great career with toyaM.

Thanks & Regards,

Kumar Priya Ranjan.

Co-Founder & Managing Director.

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Pune - 411 048, Maharashtra, India.

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Please consider the environment before printing this e-mail

AISSMS COLLEGE OF ENGINEERING PUNE

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On behalf of AISSMS COE, **thank you so much** for offering the job opportunity to our students. It was a very good experience for us regarding the Campus Recruitment Drive and an expert talk delivered by you on 'Water treatment and wastewater treatment' which was a part of the Company presentation and the brief about the job profile.

Thanking you.

Best Regards,

Prof. P. M. Warke

Coordinator- Centre for Information, Training and Placement,

Industry Institute Interaction

Department of Chemical Engineering

AISSMS College of Engineering, Pune-411001

Mobile: 9823103089, www.aissmscoe.com

On Tue, Apr 19, 2022 at 5:21 PM K P Ranjan <kpranjan@toyamindia.com> wrote:

> Respected Prashant Sir,
>
> Greetings!!!
>
> We thank you and the entire team of AISSMS for arranging the interview session for our requirement of chemical engineers. We are very much impressed with the students knowledge and experience. This only shows the institute is doing a great work.



Based on the written test and two round of 1:1 interview we have selected Mr. Vishwajeet B Yadav to join Toyam from the date he completes his Graduation course. We expect it would be around 1st week of July 2022.

Please convey the message to Vishwajeet and ask him to confirm the same in email to issue an appointment letter. We welcome him to toyaM Family.

Thanks & Regards,

Kumar Priya Ranjan.

Co-Founder & Managing Director.

toyaM Technologies India Pvt. Ltd.

Pune - 411 048, Maharashtra, India.

Mobile: +91 - 99871 31268 | ☎+91-20-4121 5551/9 | www.toyamindia.com | *An ISO 9001:2015 Certified Company*

Please consider the environment before printing this e-mail

From: K P Ranjan [mailto:kpranjan@toyamindia.com]
Sent: Thursday, 7 April 2022 12:18 pm
To: 'Prashant Warke'
Cc: 'Prafulla Kumar'; 'S V Dalal'; 'Chemical Head'; 'ToyaM - Subhasmita'
Subject: RE: Chemical Engineers

Respected Prashant Sir,

Greetings!!

We were very much delighted to meet you and the entire staff of AISSMS during our visit on 5th April 2022. We thank you for the kind hospitality given to our entire team. We were very much impressed with the facility, infrastructure and the lab of the College. This only shows why your institute is being ranked as one of the best in the country.

Sir, based on the meeting with various candidates we have short listed following candidates:

1. Abhishek B Kumbharde
2. Mahesh Chavan
3. Gaurav Patil
4. Vishwajeet B Yadav.



We shall confirm the dates of 1:1 interview to be conducted at our office in next week.

Thanks & Regards,

Kumar Priya Ranjan.

Co-Founder & Managing Director.

toyaM Technologies India Pvt. Ltd.

Office no: 18-19, 1st Floor, Parmar Pavan, Lulla nagar- Kondhwa Main Road, Kondhwa,

Pune-411048.

Maharashtra, India.

Mobile: +91 - 99871 31268 | ☎+91-20-4121 5551/9 | www.toyamindia.com | *An ISO 9001:2015 Certified Company*

Please consider the environment before printing this e-mail

From: K P Ranjan [mailto:kpranjan@toyamindia.com]
Sent: Tuesday, 5 April 2022 9:57 am
To: 'Prashant Warke'
Cc: 'Prafulla Kumar'; 'S V Dalal'; 'Chemical Head'; 'ToyaM - Subhasmita'
Subject: RE: Chemical Engineers

Respected Sir,

Good morning!!

We shall be at your college by 10.30-40 am.

Thanks & Regards,

Kumar Priya Ranjan.

Co-Founder & Managing Director.

toyaM Technologies India Pvt. Ltd.

Pune - 411 048, Maharashtra, India.

Mobile: +91 - 99871 31268 | ☎+91-20-4121 5551/9 | www.toyamindia.com | *An ISO 9001:2015 Certified Company*



Please consider the environment before printing this e-mail

From: Prashant Warke [mailto:pmwarke@aissmscoe.com]
Sent: Monday, 4 April 2022 5:05 pm
To: K P Ranjan
Cc: Prafulla Kumar; S V Dalal; Chemical Head; ToyaM - Subhasmita
Subject: Re: Chemical Engineers

Respected Sir,

Greetings of the day!

PFA regarding CV of one more candidate who is interested in the same job profile.

On Fri, Apr 1, 2022 at 11:44 AM Prashant Warke <pmwarke@aissmscoe.com> wrote:

> Respected Sir,
>
> **Greetings from AISSMS COE, Pune.**
>
> Thank you for the information.
>
> You are welcome to our Campus on the mentioned schedule. We will inform the recruitment procedure to the candidates.
>
> Thanking you.
>
> **Best Regards,**
>
> **Prof. P. M. Warke**
>
> Coordinator- Centre for Information, Training and Placement,
>
> Industry Institute Interaction, One Faculty- One Industry,
>
> and Industrial Visits
>
> Department of Chemical Engineering
>
> AISSMS College of Engineering, Pune-411001
>
> Mobile: 9823103089, www.aissmscoe.com



Vision: Service to society through quality education

On Fri, Apr 1, 2022 at 10:01 AM K P Ranjan <kpranjan@toyamindia.com> wrote:

Respected Prashant Warke Sir,

Greetings!!!

We will be at your campus on 5th April at 11.30 am. We shall first address all the candidates and share about toyaM company, its vision, and way forward.

The process of selection will be as follows:

1. Small quiz of 15-20 question -20 mins.
2. followed by interview.

Team from Toyam:

1. Prafulla Kumar, AGM-HR and Finance
2. Subhasmita, Project coordinator
3. KP Ranjan, MD.

Thanks & Regards,

Kumar Priya Ranjan.

Co-Founder & Managing Director.

toyaM Technologies India Pvt. Ltd.

Pune - 411 048, Maharashtra, India.

Mobile: +91 - 99871 31268 | ☎+91-20-4121 5551/9 | www.toyamindia.com | *An ISO 9001:2015 Certified Company*

Please consider the environment before printing this e-mail



From: Prashant Warke [mailto:pmwarke@aissmscoe.com]
Sent: Thursday, 31 March 2022 5:45 pm
To: K P Ranjan
Cc: Prafulla Kumar; S V Dalal; Chemical Head
Subject: Re: Chemical Engineers

Respected Sir,

PFA of CVs regarding additional two interested candidates for the consideration.

Thanking you.

Best Regards,

Prof. P. M. Warke

Coordinator- Centre for Information, Training and Placement,

Industry Institute Interaction, One Faculty- One Industry,

and Industrial Visits

Department of Chemical Engineering

AISSMS College of Engineering, Pune-411001

Mobile: 9823103089, www.aissmscoe.com

Vision: Service to society through quality education

On Thu, Mar 31, 2022 at 2:17 PM Prashant Warke <pmwarke@aissmscoe.com> wrote:

> **Respected Sir,**
>
> **Greetings from AISSMS COE, Pune!**
>
> **Wishing All the Best for Prosperity and Bright Future for your Organization.**
>
> **Thank you very much** for providing job opportunities to our BE Chemical students in an esteemed Organization**: toyaM Technologies India Pvt. Ltd.,** Pune.
>
> I am honoured to send herewith CVs of BE Chemical (appearing final semester) students who are interested for the job profile; **Assistant Manager- Sales**.
>
> End of final examination: 15 th June 2022 (Tentative). The selected candidate/s will be joined within the week after the last day of their examination.
>
> Placement Brochure 2021-2022.pdfError! Filename not specified.
>
> As per the suggestion, for pre placement talk and campus recruitment, 4 th or 5 th April 2022, 11.30 am any date will be suitable for us. You are kindly invited for the same in our College campus. PFA of an

AISSMS COLLEGE OF ENGINEERING PUNE

Invitation Letter for Campus Recruitment of BE Chemical (2021-22) for requirement on other positions, Brochure of the Department and the Placement Brochure for your kind information and reference purpose.

Looking forward for your kind consideration.

Thanking you.

Best Regards,

Prof. P. M. Warke

Coordinator- Centre for Information, Training and Placement,

Industry Institute Interaction, One Faculty- One Industry,

and Industrial Visits

Department of Chemical Engineering

AISSMS College of Engineering, Pune-411001

Mobile: 9823103089, www.aissmscoe.com

Vision: Service to society through quality education

Department of Chemical Engineering,

1. Vision:

To be a leader in Chemical Engineering education providing service to society

2. Mission:

1. To prepare graduates for **responsible positions** in chemical industry, academia and research
2. To prepare graduates to **analyze and solve problems** of chemical industry, academia and research

3. Program Educational Objectives (PEOs)

1. **Competency:** To prepare competent graduates in Chemical Engineering so that they are successful in their professional career in industry, academia or research
2. **Problem Solving Skills:** To prepare graduates who can identify, analyze, research and solve Chemical Engineering problems of practical importance to industry, academia or research
3. **Leadership Skills:** To prepare graduates with effective communication, teamwork and leadership skills so that they can play effective role in industry, academia and research institutes.



On Wed, Mar 30, 2022 at 5:24 PM K P Ranjan <kpranjan@toyamindia.com> wrote:

Respected Mr. Warke Ji,

Greetings and Namaskar from Toyam Technologies India Pvt Ltd. We are in the business since Dec 2013 and have been registered as Startup company, MSME registered and ISO 9001:2015 certified company. We have technology partnership with Bhabha Atomic research Centre, Trombay, Mumbai to drive their drinking water program. Currently we have more than 900 installations across the country and to drive our Water Treatment business we seek fresh or 1-2 years experience Chemical engineers with flair of water treatment knowledge.

It was great pleasure speaking to you with regard to our requirement of fresh Chemical Engineers having done some optional subject related to water treatment.

We are looking for one position to be based at Pune:

1. Position: Assistant Manager- Sales , Total Position: 2

2. Education: Fresh or 1-2 years experience BE/B Tech in Chemical with optional subjects of water treatment

3. Position: This is permanent position with PF, ESIC, Gratuity and cash less medical facility.

4. Location : Pune

5. Job Profile:

    a. Interact with client/customer and offer right proposal and follow up with them for closure of business.

    b. Will require to make C level calls in Industry

    c. Will do proper documentation and hungry to learn new concepts.

    d. On achieving Yearly task plant there is additional variable incentive over and above the salary.

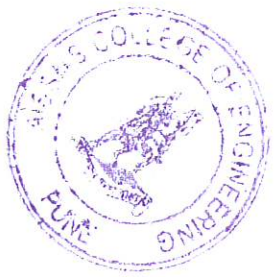
    e. Ready for extensive travel to ETP/STP plants across western India.

6. Salary: Basic: Rs 8250, HRA: 3300, Others Rs 4950, plus PF (employee) and ESIC (employee) + Gratuity (as per policy)+ Cashless medical insurance upto Rs 2 lakhs.

CTC is Rs 17,973+ Gratuity.

7. Selection Process: We shall like to do a pre placement talk to the students (on 4th April 2022 around 11.30 am-if convenient to students or suggest an alternative slot either on 4th or 5th April 2022) , may take small exam and then follow up with interview at Pune in your campus.

Thanks & Regards,



Kumar Priya Ranjan.

Co-Founder & Managing Director.

toyaM Technologies India Pvt. Ltd.

Office no: 18-19, 1st Floor, Parmar Pavan, Lullanagar-Kondhwa Road, Pune,

Pin:- 411 048, Maharashtra, India.

Mobile: +91 - 99871 31268 | ☎+91-20-4121 5551/9 | www.toyamindia.com | *An ISO 9001:2015 Certified Company*

Please consider the environment before printing this e-mail

Go Green

Go Green, Save Paper

Thanking you.

Best Regards,

Prof. P. M. Warke

Coordinator- Centre for Information, Training and Placement,

Industry Institute Interaction, One Faculty- One Industry,

and Industrial Visits

Department of Chemical Engineering

AISSMS College of Engineering, Pune-411001

Mobile: 9823103089, www.aissmscoe.com

AISSMS COLLEGE OF ENGINEERING PUNE

--
Thanking you!

With Regards

Prof. P M Warke (+91-9823103089)

pmwarke@aissmscoe.com, pramowa22@gmail.com

Assistant Professor and Coordinator

Department of Chemical Engineering

AISSMS College of Engineering

Kennedy Road, Near RTO Office

Pune-411001

Offer Letter - Vishwajeet Yadav_compressed.pdf
1887K

AISSMS COLLEGE OF ENGINEERING PUNE

Offer Letter

Strictly private and confidential

May 2022

Address: Pune

Dear Jadhav Rani ,

With reference to your application and the subsequent discussions you had with us at **PrimeCity's Properties.com LLP**, we are pleased to extend this offer of employment to you.

You shall be designated as **Relationship Manger – Sales** based at Pune and your per annum fixed **Cost to Company (CTC) (inclusive of all statutory payments that one is liable for) shall be Rs 4,10,400/-(Four Lakh Ten Thousand four hundred Only).** Your salary break up is provided in enclosed Annexure!

All amounts payable are subject to deduction of taxes and other contributions that are required to be made under Indian laws or the policies of the company. This CTC would be reviewed periodically as per the norms and practices of the company.

Further you are in the service on the following terms and conditions:

1 - Every Month Two bookings are compulsory if you will complete your monthly target then you will be eligible for 100% salary.
2- If you have done less than two bookings then you will be eligible for 80% of your Salary (1 Booking)
3 –If you fail to achieve your target then you will receive 75% of your salary.
4 -If First two months zero booking then you are eligible for 50% salary and you won't be able to continue PCP

Your date of joining would be 25/05/2022

You are required to understand and accept the terms & conditions of the company at the time of joining and documents submission. At the time of joining we would require the following documents from you:

1. 2 color photographs in formal attire.
2. 1 copy of all qualification certificates and other certificates
3. Photo ID Proof(Copy of Driving license/Passport/Voter ID's/Aadhaar)
4. PAN Card/Banker's signature verification letter.

You are required to undertake that this offer letter will be kept confidential and not be used for any personal gains. All information shared with you at the time of interview regarding the PCP must be kept confidential and not disclosed to any person or organization.

Employee Remuneration Details			
Salary Breakup			
Employee Details	Name	Jadhav Rani	
	Designation	Relationship Manager	
	Department	Sales	
	Date of Joining	25 -05 -2022	
Compensation &Benefits	Per Month	Per Annum	Remarks
Basic salary	10800	129600	FIX
Convenience Allowance	2000	24000	FIX
HRA	3240	38880	FIX
DA	2160	25920	FIX
Special Allowance	3800	45600	FIX
Fixed Compensation	22000	2,64,000	FIX
Variable	12,000	1,44,000	As per The Performance
PT	200	2400	Deduction
	Sub Total	Per Annum	
	34200	4,10,400	
Following Benefits are above and over CTC :			
B	Group Medical Insurance Cover	Inr : 2,00,000	As per the current company policy and the value coated on cover, this price will applicable only after provision period

You will be eligible for incentives: Spot Incentives +incentives as follows:
Incentives are based on number of site visits and booking through you!

Please sign and return a copy of this letter to acknowledge receipt as well as token of acceptance within 2 days of the date of offer , failing which it shall be considered Withdrawn.

Kindly carry the offer letter along on your day of joining.
Yours faithfully,

For,
PimeCity's Properties.com LLP

Received & Accepted,

PrimeCity's Properties.com LLP

Office Address:- Veerbhadra Nagar,: Baner, Near Sadanaadnd Resort and Opposite Mercedes Benz Showroom

Pune, Maharashtra 411045 .Tel : +91-7057662954 .Email: admin@primecitysproperties.com

Offer Letter

Strictly private and confidential

May 2022

Address: Pune

Dear Mohammad Dar,

With reference to your application and the subsequent discussions you had with us at **PrimeCity's Properties.com LLP**, we are pleased to extend this offer of employment to you.

You shall be designated as **Relationship Manger – Sales** based at Pune and your per annum fixed **Cost to Company (CTC) (inclusive of all statutory payments that one is liable for) shall be Rs 4,10,400/-(Four Lakh Ten Thousand four hundred Only).** Your salary break up is provided in enclosed Annexure!

All amounts payable are subject to deduction of taxes and other contributions that are required to be made under Indian laws or the policies of the company. This CTC would be reviewed periodically as per the norms and practices of the company.

Further you are in the service on the following terms and conditions:

1 - Every Month Two bookings are compulsory if you will complete your monthly target then you will be eligible for 100% salary.
2- If you have done less than two bookings then you will be eligible for 80% of your Salary (1 Booking)
3 –If you fail to achieve your target then you will receive 75% of your salary.
4 -If First two months zero booking then you are eligible for 50% salary and you won't be able to continue PCP

Your date of joining would be 22/12/2021

You are required to understand and accept the terms & conditions of the company at the time of joining and documents submission. At the time of joining we would require the following documents from you:

1. 2 color photographs in formal attire.
2. 1 copy of all qualification certificates and other certificates
3. Photo ID Proof(Copy of Driving license/Passport/VoterID's/Adhaar)
4. PAN Card/Banker's signature verification letter.

You are required to undertake that this offer letter will be kept confidential and not be used for any personal gains. All information shared with you at the time of interview regarding the PCP must be kept confidential and not disclosed to any person or organization.

Gmail

Vivek Chavhan <vschavhan@aissmscoe.com>

Fwd: Selection - Relationship Manager

2 messages

Vikas Chalotra <vikaschalotra112@gmail.com> Tue, May 3, 2022 at 9:37 PM
To: vschavhan@aissmscoe.com

---------- Forwarded message ---------
From: <hr@wisteriaproperties.in>
Date: Tue, May 3, 2022, 18:16
Subject: Selection - Relationship Manager
To: <vikaschalotra112@gmail.com>

Dear Vikas,

Greetings from Wisteria Real Vision Pvt Ltd!!!!

On behalf of company, I feel pleased to inform that you have been selected for Relationship Manager Final Placements for Wisteria Real Vision Pvt.Ltd.
Plz furnish the soft copy of below documents to generate your offer letter. Carry 4 Passport size photograph at the time of joining and also bring Printed hard copy of documents, and we will tell your joining date as soon as possible.

1) PAN Card
2) AADHAR Card
3) Driving License
4) Qualification Docs
5) Bank Details (Soft Copy of Cheque)
6) Previous company's experience letter,Relieving letter,Offer letter,Salary slip/Bank Statement Of Six Months.

With Best Regards
Chaitali T.

HR & Admin Dept

Gmail

Vivek Chavhan <vschavhan@aissmscoe.com>

Fwd: Selection - Relationship Manager

1 message

dikshant meshram <dikshantmeshram01@gmail.com>
To: Vivek Chavhan <vschavhan@aissmscoe.com>

Tue, May 10, 2022 at 2:28 AM

---------- Forwarded message ---------
From: <hr@wisteriaproperties.in>
Date: Tue, May 3, 2022, 6:14 PM
Subject: Selection - Relationship Manager
To: <dikshantmeshram01@gmail.com>

Dear Dikshant,

Greetings from Wisteria Real Vision Pvt Ltd!!!!

On behalf of company, I feel pleased to inform that you have been selected for Relationship Manager Final Placements for Wisteria Real Vision Pvt.Ltd.
Plz furnish the soft copy of below documents to generate your offer letter. Carry 4 Passport size photograph at the time of joining and aiso bring Printed hard copy of documents, and we will tell your joining date as soon as possible.

1) PAN Card
2) AADHAR Card
3) Driving License
4) Qualification Docs
5) Bank Details (Soft Copy of Cheque)
6) Previous company's experience letter,Relieving letter,Offer letter,Salary slip/Bank Statement Of Six Months.

With Best Regards
Chaitali T.

HR & Admin Dept

(5)

Offer Letter

Strictly private and confidential

May2022

Address: Pune

Dear HimanshuGulhane,

With reference to your application and the subsequent discussions you had with us at **PrimeCity's Properties.com LLP**, we are pleased to extend this offer of employment to you.

You shall be designated as **Relationship Manger – Sales** based at Pune and your per annum fixed **Cost to Company (CTC) (inclusive of all statutory payments that one is liable for) shall be Rs 4,10,400/-(Four Lakh TenThousand fourhundred Only).** Your salary break up is provided in enclosed Annexure!

All amounts payable are subject to deduction of taxes and other contributions that are required to be made under Indian laws or the policies of the company. This CTC would be reviewed periodically as per the norms and practices of thecompany.

Further you are in the service on the following terms and conditions:

1 - Every Month Two bookings are compulsory if you will complete your monthly target then you will be eligible for 100% salary.
2- If you have done less than two bookings then you will be eligible for 80% of your Salary (1Booking)
3 –If you fail to achieve your target then you will receive 75% of your salary.
4 -If First two months zero booking then you are eligible for 50% salary and you won't be able to continue **PCP**

Your date of joining would be 25/05/2022

You are required to understand and accept the terms & conditions of the company at the time of joining and documents submission. At the time of joining we would require the following documents from you:

1. 2 color photographs in formal attire.
2. 1 copy of all qualification certificates and other certificates
3. Photo ID Proof(Copy of Driving license/Passport/VoterID's/Aadhaar)
4. PAN Card/Banker's signature verification letter.

You are required to undertake that this offer letter will be kept confidential and not be used for any personal gains. All information shared with you at the time of interview regarding the **PCP** must be kept confidential and not disclosed to any person or organization.

Employee Remuneration Details			
Salary Breakup			
Employee Details	Name	Jadhav Rani	
	Designation	**Relationship Manager**	
	Department	Sales	
	Date of Joining	25 -05 -2022	
Compensation &Benefits	Per Month	Per Annum	Remarks
Basic salary	10800	129600	FIX
Convenience Allowance	2000	24000	FIX
HRA	3240	38880	FIX
DA	2160	25920	FIX
Special Allowance	3800	45600	FIX
Fixed Compensation	22000	2,64,000	FIX
Variable	12,000	1,44,000	As per The Performance
PT	200	2400	Deduction
	Sub Total	**Per Annum**	
	34200	**4,10,400**	
Following Benefits are above and over CTC :			
B	Group Medical Insurance Cover	Inr : 2,00,000	As per the current company policy and the value coated on cover, this price will applicable only after provision period

You will be eligible for incentives: Spot Incentives +incentives as follows:
Incentives are based on number of site visits and booking through you!

Please sign and return a copy of this letter to acknowledge receipt as well as token of acceptance within 2 days of the date of offer , failing which it shall be considered Withdrawn.

Kindly carry the offer letter along on your day of joining.
Yours faithfully,

For,
PimeCity's Properties.com LLP

Received & Accepted,

(6)

Offer Letter

Strictly private and confidential

May2022

Address: Pune

Dear KalyanKhemnar,

With reference to your application and the subsequent discussions you had with us at **PrimeCity's Properties.com LLP**, we are pleased to extend this offer of employment to you.

You shall be designated as **Relationship Manger – Sales** based at Pune and your per annum fixed **Cost to Company (CTC) (inclusive of all statutory payments that one is liable for) shall be Rs 4,10,400/-(Four Lakh TenThousand fourhundred Only).** Your salary break up is provided in enclosed Annexure!

All amounts payable are subject to deduction of taxes and other contributions that are required to be made under Indian laws or the policies of the company. This CTC would be reviewed periodically as per the norms and practices of thecompany.

Further you are in the service on the following terms and conditions:

1 - Every Month Two bookings are compulsory if you will complete your monthly target then you will be eligible for 100% salary.
2- If you have done less than two bookings then you will be eligible for 80% of your Salary (1Booking)
3 –If you fail to achieve your target then you will receive 75% of your salary.
4 -If First two months zero booking then you are eligible for 50% salary and you won't be able to continue **PCP**

Your date of joining would be 25/05/2022

You are required to understand and accept the terms & conditions of the company at the time of joining and documents submission. At the time of joining we would require the following documents from you:

1. 2 color photographs in formal attire.
2. 1 copy of all qualification certificates and other certificates
3. Photo ID Proof(Copy of Driving license/Passport/VoterID's/Aadhaar)
4. PAN Card/Banker's signature verification letter.

You are required to undertake that this offer letter will be kept confidential and not be used for any personal gains. All information shared with you at the time of interview regarding the **PCP** must be kept confidential and not disclosed to any person or organization.

Employee Remuneration Details			
Salary Breakup			
Employee Details	Name	Jadhav Rani	
	Designation	**Relationship Manager**	
	Department	Sales	
	Date of Joining	25 -05 -2022	
Compensation &Benefits	Per Month	Per Annum	Remarks
Basic salary	10800	129600	FIX
Convenience Allowance	2000	24000	FIX
HRA	3240	38880	FIX
DA	2160	25920	FIX
Special Allowance	3800	45600	FIX
Fixed Compensation	22000	2,64,000	FIX
Variable	12,000	1,44,000	As per The Performance
PT	200	2400	Deduction
	Sub Total	**Per Annum**	
	34200	**4,10,400**	
Following Benefits are above and over CTC :			
B	Group Medical Insurance Cover	Inr : 2,00,000	As per the current company policy and the value coated on cover, this price will applicable only after provision period

You will be eligible for incentives: Spot Incentives +incentives as follows:
Incentives are based on number of site visits and booking through you!

Please sign and return a copy of this letter to acknowledge receipt as well as token of acceptance within 2 days of the date of offer , falling which it shall be considered Withdrawn.

Kindly carry the offer letter along on your day of joining.
Yours faithfully,

For,
PimeCity's Properties.com LLP

Received & Accepted,

(7)

Offer Letter

Strictly private and confidential

May 2022

Address: Pune

Dear Mrunal Todkar,

With reference to your application and the subsequent discussions you had with us at **PrimeCity's Properties.com LLP**, we are pleased to extend this offer of employment to you.

You shall be designated as **Relationship Manger – Sales** based at Pune and your per annum fixed **Cost to Company (CTC) (inclusive of all statutory payments that one is liable for) shall be Rs 4,10,400/-(Four Lakh Ten Thousand four hundred Only).** Your salary break up is provided in enclosed Annexure!

All amounts payable are subject to deduction of taxes and other contributions that are required to be made under Indian laws or the policies of the company. This CTC would be reviewed periodically as per the norms and practices of the company.

Further you are in the service on the following terms and conditions:

1 - Every Month Two bookings are compulsory if you will complete your monthly target then you will be eligible for 100% salary.
2- If you have done less than two bookings then you will be eligible for 80% of your Salary (1 Booking)
3 –If you fail to achieve your target then you will receive 75% of your salary.
4 -If First two months zero booking then you are eligible for 50% salary and you won't be able to continue PCP

Your date of joining would be 23/05/2022

You are required to understand and accept the terms & conditions of the company at the time of joining and documents submission. At the time of joining we would require the following documents from you:

1. 2 color photographs in formal attire.
2. 1 copy of all qualification certificates and other certificates
3. Photo ID Proof(Copy of Driving license/Passport/Voter ID's/Aadhaar)
4. PAN Card/Banker's signature verification letter.

You are required to undertake that this offer letter will be kept confidential and not be used for any personal gains. All information shared with you at the time of interview regarding the PCP must be kept confidential and not disclosed to any person or organization.

Employee Remuneration Details			
Salary Breakup			
Employee Details	Name	Mrunal Todkar	
	Designation	Relationship Manager	
	Department	Sales	
	Date of Joining	23 -05 -2022	
Compensation &Benefits	Per Month	Per Annum	Remarks
Basic salary	10800	129600	FIX
Convenience Allowance	2000	24000	FIX
HRA	3240	38880	FIX
DA	2160	25920	FIX
Special Allowance	3800	45600	FIX
Fixed Compensation	22000	2,64,000	FIX
Variable	12,000	1,44,000	As per The Performance
PT	200	2400	Deduction
	Sub Total	Per Annum	
	34200	4,10,400	
Following Benefits are above and over CTC :			
B	Group Medical Insurance Cover	Inr : 2,00,000	As per the current company policy and the value coated on cover, this price will applicable only after provision period

You will be eligible for incentives: Spot Incentives +incentives as follows:
Incentives are based on number of site visits and booking through you!

Please sign and return a copy of this letter to acknowledge receipt as well as token of acceptance within 2 days of the date of offer, failing which it shall be considered Withdrawn.

Kindly carry the offer letter along on your day of joining.
Yours faithfully,

For,
PimeCity's Properties.com LLP

Received & Accepted,

Offer Letter

Strictly private and confidential

May 2022

Address: Pune

Dear Pratik Bhosarkar,

With reference to your application and the subsequent discussions you had with us at **PrimeCity's Properties.com LLP**, we are pleased to extend this offer of employment to you.

You shall be designated as **Relationship Manger – Sales** based at Pune and your per annum fixed **Cost to Company (CTC) (inclusive of all statutory payments that one is liable for) shall be Rs 4,10,400/-(Four Lakh Ten Thousand four hundred Only).** Your salary break up is provided in enclosed Annexure!

All amounts payable are subject to deduction of taxes and other contributions that are required to be made under Indian laws or the policies of the company. This CTC would be reviewed periodically as per the norms and practices of the company.

Further you are in the service on the following terms and conditions:

1 - Every Month Two bookings are compulsory if you will complete your monthly target then you will be eligible for 100% salary.
2- If you have done less than two bookings then you will be eligible for 80% of your Salary (1 Booking)
3 –If you fail to achieve your target then you will receive 75% of your salary.
4 -If First two months zero booking then you are eligible for 50% salary and you won't be able to continue **PCP**

Your date of joining would be 22/12/2021

You are required to understand and accept the terms & conditions of the company at the time of joining and documents submission. At the time of joining we would require the following documents from you:

1. 2 color photographs in formal attire.
2. 1 copy of all qualification certificates and other certificates
3. Photo ID Proof(Copy of Driving license/Passport/VoterID's/Adhaar)
4. PAN Card/Banker's signature verification letter.

You are required to undertake that this offer letter will be kept confidential and not be used for any personal gains. All information shared with you at the time of interview regarding the **PCP** must be kept confidential and not disclosed to any person or organization.

Offer Letter

Strictly private and confidential

May 2022

Address: Pune

Dear Sourabh Patil,

With reference to your application and the subsequent discussions you had with us at **PrimeCity's Properties.com LLP**, we are pleased to extend this offer of employment to you.

You shall be designated as **Relationship Manger – Sales** based at Pune and your per annum fixed **Cost to Company (CTC) (inclusive of all statutory payments that one is liable for) shall be Rs 4,10,400/-(Four Lakh Ten Thousand four hundred Only).** Your salary break up is provided in enclosed Annexure!

All amounts payable are subject to deduction of taxes and other contributions that are required to be made under Indian laws or the policies of the company. This CTC would be reviewed periodically as per the norms and practices of the company.

Further you are in the service on the following terms and conditions:

1 - Every Month Two bookings are compulsory if you will complete your monthly target then you will be eligible for 100% salary.
2- If you have done less than two bookings then you will be eligible for 80% of your Salary (1 Booking)
3 –If you fail to achieve your target then you will receive 75% of your salary.
4 -If First two months zero booking then you are eligible for 50% salary and you won't be able to continue PCP

Your date of joining would be 22/12/2021

You are required to understand and accept the terms & conditions of the company at the time of joining and documents submission. At the time of joining we would require the following documents from you:

1. 2 color photographs in formal attire.
2. 1 copy of all qualification certificates and other certificates
3. Photo ID Proof(Copy of Driving license/Passport/VoterID's/Adhaar)
4. PAN Card/Banker's signature verification letter.

You are required to undertake that this offer letter will be kept confidential and not be used for any personal gains. All information shared with you at the time of interview regarding the PCP must be kept confidential and not disclosed to any person or organization.

Offer Letter

Strictly private and confidential

May 2022

Address: Pune

Dear Omkar Patil,

With reference to your application and the subsequent discussions you had with us at **PrimeCity's Properties.com LLP**, we are pleased to extend this offer of employment to you.

You shall be designated as **Relationship Manger – Sales** based at Pune and your per annum fixed **Cost to Company (CTC) (inclusive of all statutory payments that one is liable for) shall be Rs 4,10,400/-(Four Lakh Ten Thousand four hundred Only).** Your salary break up is provided in enclosed Annexure1

All amounts payable are subject to deduction of taxes and other contributions that are required to be made under Indian laws or the policies of the company. This CTC would be reviewed periodically as per the norms and practices of the company.

Further you are in the service on the following terms and conditions:

1 - Every Month Two bookings are compulsory if you will complete your monthly target then you will be eligible for 100% salary.
2- If you have done less than two bookings then you will be eligible for 80% of your Salary (1 Booking)
3 –If you fail to achieve your target then you will receive 75% of your salary.
4 -If First two months zero booking then you are eligible for 50% salary and you won't be able to continue PCP

Your date of joining would be 22/12/2021

You are required to understand and accept the terms & conditions of the company at the time of joining and documents submission. At the time of joining we would require the following documents from you:

1. 2 color photographs in formal attire.
2. 1 copy of all qualification certificates and other certificates
3. Photo ID Proof(Copy of Driving license/Passport/VoterID's/Adhaar)
4. PAN Card/Banker's signature verification letter.

You are required to undertake that this offer letter will be kept confidential and not be used for any personal gains. All information shared with you at the time of interview regarding the PCP must be kept confidential and not disclosed to any person or organization.

Offer Letter

Strictly private and confidential

May 2022

Address: Pune

Dear Saurav Aher,

With reference to your application and the subsequent discussions you had with us at **PrimeCity's Properties.com LLP**, we are pleased to extend this offer of employment to you.

You shall be designated as **Relationship Manger – Sales** based at Pune and your per annum fixed **Cost to Company (CTC) (inclusive of all statutory payments that one is liable for) shall be Rs 4,10,400/-(Four Lakh Ten Thousand four hundred Only).** Your salary break up is provided in enclosed Annexure!

All amounts payable are subject to deduction of taxes and other contributions that are required to be made under Indian laws or the policies of the company. This CTC would be reviewed periodically as per the norms and practices of the company.

Further you are in the service on the following terms and conditions:

1 - Every Month Two bookings are compulsory if you will complete your monthly target then you will be eligible for 100% salary.
2- If you have done less than two bookings then you will be eligible for 80% of your Salary (1 Booking)
3 –If you fail to achieve your target then you will receive 75% of your salary.
4 -If First two months zero booking then you are eligible for 50% salary and you won't be able to continue **PCP**

Your date of joining would be 22/12/2021

You are required to understand and accept the terms & conditions of the company at the time of joining and documents submission. At the time of joining we would require the following documents from you:

1. 2 color photographs in formal attire.
2. 1 copy of all qualification certificates and other certificates
3. Photo ID Proof(Copy of Driving license/Passport/VoterID's/Adhaar)
4. PAN Card/Banker's signature verification letter.

You are required to undertake that this offer letter will be kept confidential and not be used for any personal gains. All information shared with you at the time of interview regarding the **PCP** must be kept confidential and not disclosed to any person or organization.

(12)

Offer Letter

Strictly private and confidential

May2022

Address: Pune

Dear Pratiksha Patil,

With reference to your application and the subsequent discussions you had with us at **PrimeCity's Properties.com LLP**, we are pleased to extend this offer of employment to you.

You shall be designated as **Relationship Manger – Sales** based at Pune and your per annum fixed **Cost to Company (CTC) (inclusive of all statutory payments that one is liable for) shall be Rs 4,10,400/-(Four Lakh TenThousand fourhundred Only).** Your salary break up is provided in enclosed Annexure!

All amounts payable are subject to deduction of taxes and other contributions that are required to be made under Indian laws or the policies of the company. This CTC would be reviewed periodically as per the norms and practices of thecompany.

Further you are in the service on the following terms and conditions:

1 - Every Month Two bookings are compulsory if you will complete your monthly target then you will be eligible for 100% salary.
2- If you have done less than two bookings then you will be eligible for 80% of your Salary (1Booking)
3 –If you fail to achieve your target then you will receive 75% of your salary.
4 -If First two months zero booking then you are eligible for 50% salary and you won't be able to continue **PCP**

Your date of joining would be 25/05/2022

You are required to understand and accept the terms & conditions of the company at the time of joining and documents submission. At the time of joining we would require the following documents from you:

1. 2 color photographs in formal attire.
2. 1 copy of all qualification certificates and other certificates
3. Photo ID Proof(Copy of Driving license/Passport/VoterID's/Aadhaar)
4. PAN Card/Banker's signature verification letter.

You are required to undertake that this offer letter will be kept confidential and not be used for any personal gains. All information shared with you at the time of interview regarding the **PCP** must be kept confidential and not disclosed to any person or organization.

Employee Remuneration Details			
Salary Breakup			
Employee Details	Name	Jadhav Rani	
	Designation	**Relationship Manager**	
	Department	Sales	
	Date of Joining	25 -05 -2022	
Compensation &Benefits	Per Month	Per Annum	Remarks
Basic salary	10800	129600	FIX
Convenience Allowance	2000	24000	FIX
HRA	3240	38880	FIX
DA	2160	25920	FIX
Special Allowance	3800	45600	FIX
Fixed Compensation	22000	2,64,000	FIX
Variable	12,000	1,44,000	As per The Performance
PT	200	2400	Deduction
	Sub Total	**Per Annum**	
	34200	**4,10,400**	
Following Benefits are above and over CTC :			
B	Group Medical Insurance Cover	Inr : 2,00,000	As per the current company policy and the value coated on cover, this price will applicable only after provision period

You will be eligible for incentives: Spot Incentives +incentives as follows:
Incentives are based on number of site visits and booking through you!

Please sign and return a copy of this letter to acknowledge receipt as well as token of acceptance within 2 days of the date of offer , failing which it shall be considered Withdrawn.

Kindly carry the offer letter along on your day of joining.
Yours faithfully,

For,
PimeCity's Properties.com LLP

Received & Accepted,

Offer Letter

Strictly private and confidential

May 2022

Address: Pune

Dear Moinuddin Patel,

With reference to your application and the subsequent discussions you had with us at **PrimeCity's Properties.com LLP**, we are pleased to extend this offer of employment to you.

You shall be designated as **Relationship Manger – Sales** based at Pune and your per annum fixed **Cost to Company (CTC) (inclusive of all statutory payments that one is liable for) shall be Rs 4,10,400/-(Four Lakh Ten Thousand four hundred Only).** Your salary break up is provided in enclosed Annexure!

All amounts payable are subject to deduction of taxes and other contributions that are required to be made under Indian laws or the policies of the company. This CTC would be reviewed periodically as per the norms and practices of the company.

Further you are in the service on the following terms and conditions:

1 - Every Month Two bookings are compulsory if you will complete your monthly target then you will be eligible for 100% salary.
2- If you have done less than two bookings then you will be eligible for 80% of your Salary (1 Booking)
3 –If you fail to achieve your target then you will receive 75% of your salary.
4 -If First two months zero booking then you are eligible for 50% salary and you won't be able to continue **PCP**

Your date of joining would be 11/05/2022

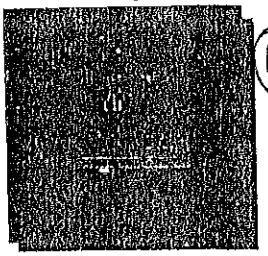
You are required to understand and accept the terms & conditions of the company at the time of joining and documents submission. At the time of joining we would require the following documents from you:

1. 2 color photographs in formal attire.
2. 1 copy of all qualification certificates and other certificates
3. Photo ID Proof(Copy of Driving license/Passport/Voter ID's/Aadhaar)
4. PAN Card/Banker's signature verification letter.

You are required to undertake that this offer letter will be kept confidential and not be used for any personal gains. All information shared with you at the time of interview regarding the PCP must be kept confidential and not disclosed to any person or organization.

[redacted]

(14)



Offer Letter

Strictly private and confidential

May 2022

Address: Pune

Dear Sarika Bhadkar,
Sonkd Bhame

With reference to your application and the subsequent discussions you had with us at PrimeCity's Properties.com LLP, we are pleased to extend this offer of employment to you.

You shall be designated as Relationship Manger – Sales based at Pune and your per annum fixed Cost to Company (CTC) (Inclusive of all statutory payments that one is liable for) shall be Rs 4,10,400/- (Four Lakh Ten Thousand four hundred Only). Your salary break up is provided in enclosed Annexure!

All amounts payable are subject to deduction of taxes and other contributions that are required to be made under Indian laws or the policies of the company. This CTC would be reviewed periodically as per the norms and practices of the company.

Further you are in the service on the following terms and conditions:

1 – Every Month Two bookings are compulsory if you will complete your monthly target then you will be eligible for 100% salary.
2- If you have done less than two bookings then you will be eligible for 80% of your Salary (1 Booking)
3 –If you fail to achieve your target then you will receive 75% of your salary.
4 -If First two months zero booking then you are eligible for 50% salary and you won't be able to continue PCP

Your date of joining would be 22/12/2021

You are required to understand and accept the terms & conditions of the company at the time of joining and documents submission. At the time of joining we would require the following documents from you:

1. 2 color photographs in formal attire.
2. 1 copy of all qualification certificates and other certificates
3. Photo ID Proof(Copy of Driving license/Passport/VoterID's/Adhaar)
4. PAN Card/Banker's signature verification letter.

You are required to undertake that this offer letter will be kept confidential and not be used for any personal gains. All information shared with you at the time of interview regarding the PCP must be kept confidential and not disclosed to any person or organization.

Gmail

Vivek Chavhan <vschavhan@aissmscoe.com>

Results | Regarding Acceptance of Position offered | vConstruct Pvt. Ltd. | AISSMS COE Campus Recruitment Drive

5 messages

Sanmit Birajdar <sanmitbirajdar390@gmail.com> Thu, Jun 2, 2022 at 11:16 PM
To: nupurkolhe08@gmail.com, Sanmit Birajdar <sanmitbirajdar390@gmail.com>, kghule2200@gmail.com, ashwinikatore2000@gmail.com
Cc: Intequab Khan <intequabk@vconstruct.in>, Dipti Khandekar <diptikh@vconstruct.in>, Sanika More <SANIKAM@vconstruct.in>, Vivek Chavhan <vschavhan@aissmscoe.com>, Uttam Awari <urawari@aissmscoe.com>

Dear Candidates,

I would like to make an announcement to the below Students who are selected at the vContruct, Company wants to join them by 13th June 2022. Please confirm the acceptance of the same so that the company will prepare your offer letters accordingly.

Please confirm your acceptance of the job.

List of students selected at vConstruct Pvt. Ltd.

Name	Email Id
Nupur Rajendra Kolhe	nupurkolhe08@gmail.com
Sanmit Navnath Birajdar	sanmitbirajdar390@gmail.com
Kunal Kailas Ghule	kghule2200@gmail.com
Ashwini Anil Katore	ashwinikatore2000@gmail.com

Congratulations on your selection at the vConstruct Pvt. Ltd. Pune
Best of luck with your future Career.

Thanks & Regards

Sanmit N. Birajdar
Student Coordinator Civil Department
AISSSMS COE, Pune
+91 7588875431

Kunal Ghule <kghule2200@gmail.com> Thu, Jun 2, 2022 at 11:22 PM

To: "intequabk@vconstruct.in" <intequabk@vconstruct.in>
Cc: nupurkolhe08@gmail.com, ashwinikatore2000@gmail.com, Dipti Khandekar <diptikh@vconstruct.in>, Sanika More <SANIKAM@vconstruct.in>, Vivek Chavhan <vschavhan@aissmscoe.com>, Uttam Awari <urawari@aissmscoe.com>, "sanmitbirajdar390@gmail.com" <sanmitbirajdar390@gmail.com>

Respected sir,

I am very glad to receive such an amazing opportunity.
I humbly accept this offer. I am very much looking forward to being part of V construct.
Thank you for this opportunity.

Thanking you,
Ghule Kunal Kailas

[Quoted text hidden]

Ashwini Katore <ashwinikatore2000@gmail.com> Thu, Jun 2, 2022 at 11:34 PM
To: Intequab Khan <intequabk@vconstruct.in>
Cc: nupurkolhe08@gmail.com, kghule2200@gmail.com, Dipti Khandekar <diptikh@vconstruct.in>, Sanika More <SANIKAM@vconstruct.in>, Vivek Chavhan <vschavhan@aissmscoe.com>, Uttam Awari <urawari@aissmscoe.com>

Respected sir,
Thank you for selecting me and giving me this opportunity. I accept this offer. I am pretty excited to work with your company.
Thanking you.

Yours sincerely,
Ashwini Anil Katore.
[Quoted text hidden]

Nupur Kolhe <nupurkolhe08@gmail.com> Fri, Jun 3, 2022 at 12:14 AM
To: intequabk@vconstruct.in
Cc: Sanmit Birajdar <sanmitbirajdar390@gmail.com>, ashwinikatore2000@gmail.com, kghule2200@gmail.com, diptikh@vconstruct.in, SANIKAM@vconstruct.in, Vivek Chavhan <vschavhan@aissmscoe.com>, urawari@aissmscoe.com

Respected sir/ma'am,

I am glad to join V CONSTRUCT. Thank You for giving me this opportunity. I accept to Join V CONSTRUCT from 13 June 2022. Kindly prepare my offer letter for the same.

Thank you for cooperation

Regards,
Nupur Kolhe

(5)

Fri, Jun 3, 2022 at 4:14 AM

Sanmit Birajdar <sanmitbirajdar390@gmail.com>
To: Intequab Khan <intequabk@vconstruct.in>
Cc: Dipti Khandekar <diptikh@vconstruct.in>, Sanika More <SANIKAM@vconstruct.in>, Vivek Chavhan <vschavhan@aissmscoe.com>, Uttam Awari <urawari@aissmscoe.com>, ashwinikatore2000@gmail.com, kghule2200@gmail.com, nupurkolhe08@gmail.com, Sanmit Birajdar <sanmitbirajdar390@gmail.com>

Respected Sir,

I am very pleased to accept your offer at vConstruct Pvt. Ltd.
Thank you again for the opportunity.
Really excited to work at vConstruct

Thanks and Regards,

Sanmit Birajdar
+91 7588875431
[Quoted text hidden]

(19)

B.G. SHIRKE
CONSTRUCTION TECHNOLOGY PVT. LTD.

SHIRKE

Regd. Office & Factory : 72-76, MUNDHWA, PUNE-411 036 (INDIA)
Tel : (020) 26708100, Fax : (020) 26871612 E-mail : info@shirke.co.in
Website : www.shirkegroup.com CIN : U45201PN1994PTC077340

Date:03.10.2022

Mr. Akshay Pandurang Gaware
Gate No - 284, Plot No. 10,
Chitamani Colony, Manjari Kh.,
Pune - 412 307.

SUB.: APPOINTMENT FOR "Anubhav Mantap At Basavakalyan Bidar (1444)".

Dear Mr. Akshay,

In connection with your application for employment and the subsequent interview you had. The management is pleased to engage you as **"Jr. Engineer - Civil"**, for our **"Anubhav Mantap At Basavakalyan Bidar (1444)"** work on the following terms and conditions.

Initially you shall work with **Shriram Enterprises**, who is associated with us and is our designated manpower Agency. As informed by them your terms and conditions of Employment shall be as under. However, upon your job performance and the suitable vacancy in the company you will be absorbed in BGSCTPL with revised terms and conditions of Employment which shall be intimated to you separately.

1. Your CTC is attached (Annexure – I).

2. Your appointment commences from the date of your joining duties i.e. **01-10-2022** on **Shriram Enterprises Roll** for Operating unit BGSCTPL

3. During the employment, you will be subject to the standing orders and/or service regulations applicable from time to time to the operating unit of **Shriram Enterprises** where you are required to work i.e. BGSCTPL. Moreover, any rules, regulations and orders promulgated by the operating unit of **Shriram Enterprises** i.e. BGSCTPL and applicable to employees of your level/grade, will also be applicable to you.

4. Your appointment is subject to your medical fitness as certified by the Operating Unit of Shriram Enterprises Medical Officer.

5. You will not during the course of your engagement with BGSCTPL or at any time thereafter disclose to any person, firm or Shriram Enterprises, any information, confidential or otherwise, concerning the affairs of the BGSCTPL & Shriram Enterprises and particularly information about the process, the machinery the technical knowhow, drawings, designs etc. or the raw materials etc.

6. You will attend the work place before 8.30 a.m. each day at the operating unit. You should write the diary daily and furnish assessment to the superior/In-charge of daily work before you leave work place.

7. Your services are transferable by a notice of 24 hours to any project/division, section, branch office, work site etc. of the BGSCTPL the operating unit or its subsidiary in India. In the event of your transfer, the terms and conditions of employment outlined herein shall continue to apply. However, you shall be required to adhere to the rules and regulations which are prevalent at your new place of project/site posting.

8. You will carry out such duties and responsibilities during such hours as shall be assigned to you from time to time by your superiors of that project/site.

..1..

SHIRKE®

9. You will not, during your engagement with the Operating unit BGSCTPL in terms of this letter, except so far as may be proper in the ordinary course of business and for the interest of the operating unit y), or at any time thereafter, divulge or make known any information, secret process or any information in any way whatsoever relating to the Operating unit BGSCTPL or its business and/or any of its clients/customers and/or any other information or data and materials and/or any sketches, drawings, specifications or data etc. which come to your knowledge relating to the Operating unit BGSCTPL construction /manufacturing process or any products or goods, or services In the course of your employment, you shall always maintain strict secrecy regarding any technical or other business information gained or acquired by you or imparted to you in the course of your employment both during or after your employment with the Operating unit BGSCTPL in terms of this letter.

10. Although your normal work will consist of the duties assigned to you in the capacity of **"Jr. Engineer - Civil"**, you may at any time be called upon to discharge any other duties which in the opinion of the Operating unit BGSCTPL are within the capacity of yourself to discharge and you will forthwith undertake to discharge those duties with diligence and care.

11. Any change in your residential address will be notified by you in writing forthwith to the Operating unit BGSCTPL All communications will be addressed to you on the last address notified by you and it will be deemed for all purposes that you have received such communications sent to you within the normal time taken by the Postal Authorities.

12. In the unfortunate event of an accident or occupational diseases arising out of and in the course of your employment and resulting in personal injury, illness or the death, you or your family members will be eligible for the payment of compensation as applicable under the Employees Compensation (Amendment) Act 2017.

13. You shall retire from the services of the Shriram enterprises on attaining the age of 58 years. However, it would be open for the Operating unit BGSCTPL to terminate your employment at any time in the event of your becoming medically unfit and thus being unable to discharge your duties properly, of which Operating unit BGSCTPL shall be the sole judge, for any period longer than three months.

14. Your appointment is subject to your producing all the documentary evidence and certificates (in original) of your age and qualifications as stated by you in the Employment Application Form.

15. Upon the cessation of your employment you will return to the Operating unit BGSCTPL all tools, spares, documents and any other article and/or copies thereof belonging to the Operating unit BGSCTPL which may at the time be in your possession.

16. It is clearly understood and agreed that if any statement made by you in your application is found to be false or erroneous and/or any omission which tends to mislead the Operating unit BGSCTPL and Shriram Enterprises it will be sufficient cause for termination of your service with the Operating unit BGSCTPL at any time during your employment.

17. Your engagement will be subject to the general service rules, terms and conditions of the Operating unit BGSCTPL at present in force, which have been explained to you and also to the modified service conditions as and when they are brought into the effect.

Please return the duplicate copy of this letter duly signed in token of your acceptance of this letter. We take this opportunity to welcome you to the organization and hope that your association with us will prove to be of mutual benefit.

Thanking you,

For B.G. Shirke Construction Technology Pvt. Ltd.

Prashant Ambulgekar
Vice President – HR.

I have carefully read the terms and conditions of my employment with **Shriram Enterprises** and I have understood the same and accept them entirely

SIGNATURE OF EMPLOYEE

sgurr energy
Sustainable Engineering Worldwide

Ref: 22-23 /SEI/HR/138
Date: September 15, 2022

To,
Shloka Awari,
B-302,Selebriya Shankar Math javal,
Solapur road,Pune city,
Hadapsar,
Pune-411013

Subject: Agreement of Employment

Dear Shloka,

It is our pleasure in confirming your appointment with SgurrEnergy India Private Limited as **Trainee Engineer** in SgurrEnergy India Private Limited.

This Agreement of Employment (**"Agreement"**) supersedes any previous agreement between you and SgurrEnergy India Private Limited.

In this Agreement, the words **"you"**, **"your"** **"yourself"** and **"Employee"** refers to Ms. Shloka Awari and the words **"SgurrEnergy"** and **"Company"** refer to SgurrEnergy India Private Limited.
Shloka and SgurrEnergy may be referred to as **"Party"** individually or as **"Parties"** collectively.

Your employment on the terms and conditions detailed herein commences on **September 5th, 2022** and forms part of your continuous period of employment with SgurrEnergy India Private Limited, which began on **September 5th,2022.**

Yours Sincerely,

SgurrEnergy India Private Limited

SgurrEnergy India Private Limited

I accept the Agreement on the terms and conditions contained herein, and keep the original of this Agreement in my possession.

Signature .....

Name Shloka Awari .....

Date 27/09/2022 .....

ANNEXURE – B

(CTC Breakup)

Shloka Awari		**Per Month**	**Annual**
Monthly Components (A)	*Basic Amount*	13,800	1,65,600
	HRA	6,900	82,800
	Sub Total (A)	**20,700**	**2,48,400**
Statutory Benefits (B)	*Provident Fund (Employer contribution)*	1,656	19,872
	Gratuity (4.81% of Basic Salary)	664	7,968
	Sub Total (B)	**2,320**	**27,840**
Benefits (C)	*Group Health Insurance*		4,500
	Personal Accident Insurance		500
	Sub Total (C)		5,000
Variable Component (D)	*Annual Bonus*		18,844
	Sub Total (D)		18,844
Cost to Company (A+B+C+D) - CTC		**23,020**	**3,00,084**
Gross Salary		**20,700**	**2,48,400**
Deductions (E)	*Profession Tax (PT in Feb is INR 300)*	200	2,500
	PF (Employee Contribution)	1,656	19,872
	Sub Total (E)	1,856	22,372
In Hand Salary		**18,844**	**2,26,028**

*Bonus will be paid on prorata basis during Diwali.

(21)

Salary structure for acceptance- Arpit Kadu

1 message

Rohini Nair <rohini.nair@sgurrenergy.com> Fri, Sep 2, 2022 at 3:23 PM
To: Arpit Kadu <arpitkadu47@gmail.com>
Cc: Aditi Shedge <aditi.shedge@sgurrenergy.com>

Hello Arpit,

As discussed, please find the salary structure for your acceptance. Please share the acceptance on the same.

Your date of joining will be 05.09.2022 i.e Monday 10 am in our office.

Arpit Kadu		**Per Month**	**Annual**
Monthly Components (A)	*Basic Amount*	13,800	1,65,600
	HRA	6,900	82,800
	Sub Total (A)	**20,700**	**2,48,400**
Statutory Benefits (B)	*Provident Fund (Employer contribution)*	1,656	19,872
	Gratuity (4.81% of Basic Salary)	664	7,968
	Sub Total (B)	**2,320**	**27,840**
Benefits (C)	*Group Health Insurance*		4,500
	Personal Accident Insurance		500
	Sub Total (C)		5,000
Variable Component (D)	*Annual Bonus*		18,844
	Sub Total (D)		18,844
Cost to Company (A+B+C+D) - CTC		**23,020**	**3,00,084**
	Gross Salary	**20,700**	**2,48,400**
Deductions (E)	*Profession Tax (PT in Feb is INR 300)*	200	2,500
	PF (Employee Contribution)	1,656	19,872
	Sub Total (E)	1,856	22,372
	In Hand Salary	**18,844**	**2,26,028**

~~*Annual Bonus- Paid on prorata basis from the date of joining*~~

Regards,
Rohini Nair,
SgurrEnergy India, Pune

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GMD CONSULTANTS

Design, Engineering & Project Management

22

GMD
Adding Value

To.
Mr Ramsing Narsing Khalse
1102 Sai Samruddhi Society,
Ambethan Road Chakan, Khed,
Pune 410501

Date: 15th September 2022

Dear Mr Ramsing

Sub.: Offer of Employment with GMD Consultants

Based on our discussions, interactions and observing your positive attitude and keenness to contribute towards company's growth plan, we are pleased to offer you an employment in our company for the position of Asst, Highway Engineer

The terms and conditions of this offer are as under:

1)	Monthly Salary	:	Rs. 30,000/- (Less: PT INR 200/-, PF 1800/-)
2)	Working Hours	:	The office timings are from 10.00 am to 7.00 pm. All Saturday and Sundays shall be holidays.
3)	Joining Date	:	You will join our company on or before 26th September, 2022
4)	Reporting office	:	503/504, Mayuresh Chambers Premises, Plot No.: 60, Sector 11, CBD Belapur, Navi Mumbai - 400614. Maharashtra, India.
5)	Probation Period:		You will be on probation for first 6 months of your employment. After successful completion of probation period you will be inducted as regular employee of company.

General:

1) You are shall not disclose financial details of this offer to anybody.
2) You are expected adhere to company's policies, rules and regulations and contribute to positive team working atmosphere by working in cohesion and bringing values of your experience and expertise to company
3) You will not disclose company's knowledge assets and business details with anybody outside this organization
4) Please bring copies of your certificates (academics and experience) and PAN Card & Adhar card along with originals at the time of joining
5) The details about your work and reporting will be explained on joining.
6) You will be eligible for next appraisal will be after successful completion of one year after confirmation date.

This is an offer letter and a formal appointment letter will be issued within a week after your joining.
As a token of your acceptance reply with a return mail confirming your joining date. Should you require any clarification, please contact the undersigned without any hesitation.

Thanking you and expecting a long time fruitful association.
Yours truly,
Sd./-
(Shailendra Mohan)
Director

(23)

sgurr energy
Sustainable Engineering Worldwide

5 & 6, Clover Metropole, 4th floor,
25 NIBM Road, Next to Clover Highlands,
Kondhwa, Pune - 411048, Maharashtra, India.
Phone : +91 6262555111/222
Web : www.sgurrenergy.in

Ref: 22-23 /SEI/HR/156
Date: October 3rd, 2022

To,
Sukanya Chavan,
Hadapsar Gadital,
Pune

Subject: Agreement of Employment

Dear Sukanya,

It is our pleasure in confirming your appointment with SgurrEnergy India Private Limited as **Trainee Engineer** in SgurrEnergy India Private Limited.

This Agreement of Employment ("**Agreement**") supersedes any previous agreement between you and SgurrEnergy India Private Limited.

In this Agreement, the words "**you**", "**your**" "**yourself**" and "**Employee**" refers to Ms. Sukanya Chavan and the words "**SgurrEnergy**" and "**Company**" refer to SgurrEnergy India Private Limited.
Sukanya and SgurrEnergy may be referred to as "**Party**" individually or as "**Parties**" collectively.

Your employment on the terms and conditions detailed herein commences on **September 26th, 2022** and forms part of your continuous period of employment with SgurrEnergy India Private Limited, which began on **September 26th,2022.**

Yours Sincerely,

SgurrEnergy India Private Limited

I accept the Agreement on the terms and conditions contained herein, and keep the original of this Agreement in my possession.

Signature .....

Name ..Sukanya V. Chavan..

Date .....

ANNEXURE – B

(CTC Breakup)

Sukanya Chavan		Per Month	Annual
Monthly Components (A)	Basic Amount	13,800	1,65,600
	HRA	6,900	82,800
	Sub Total (A)	20,700	2,48,400
Statutory Benefits (B)	Provident Fund (Employer contribution)	1,656	19,872
	Gratuity (4.81% of Basic Salary)	664	7,968
	Sub Total (B)	2,320	27,840
Benefits (C)	Group Health Insurance		4,500
	Personal Accident Insurance		500
	Sub Total (C)		5,000
Variable Component (D)	Annual Bonus		18,844
	Sub Total (D)		18,844
Cost to Company (A+B+C+D) - CTC		23,020	3,00,084
Gross Salary		20,700	2,48,400
Deductions (E)	Profession Tax (PT in Feb is INR 300)	200	2,500
	PF (Employee Contribution)	1,656	19,872
	Sub Total (E)	1,856	22,372
In Hand Salary		18,844	2,26,028

*Bonus will be paid on prorata basis during Diwali.

AVISHKAR

STRICTLY PRIVATE AND CONFIDENTIAL

2nd February 2023

Miss Pragati Subhash Sannake
512, B Wing, 2nd floor,
Flat No 1,Umaprasad Apartment,
Mehunpura, Shaniwar Peth,
Pune 411030.

Mobile No: 9067770146

Dear Miss Pragati Sannake,

Congratulation and welcome to **Avishkar** (hereinafter referred to as the "company"

We are pleased to offer you a position as **"PURCHASE AND PLANNING** "commencing on 27th January 2023 . Your appointment will be governed by the general terms and conditions of employment listed herein. In the performance of your duties as an employee of the company, you will also be governed by the organizational policies and rules, for which, you are required to go through the HR policy manual as may be introduced and amended by the company from time to time communicate your acceptance of this appointment by signing a copy of this letter and returning it to our office.

As a term of employment, please also execute and return the confidentiality and intellectual Property Assignment Agreement enclosed herewith –

1 **Role and Responsibilities:** In the performance of your duties, you may be required to undertake various activities as may be assigned to you by the company from time to time. In the course of your employment with the Company you may have to extensively deal with clients, banks, competitors and may have to participate in public forums. You are, accordingly, expected to bring your best efforts to all duties performed.

In view of the responsibilities and nature of your office, you must devote your full time and attention to the work of the company and shall not undertake any direct/indirect business or employment or work, honorary or remunerative or take up another full time or part time assignment, except with the prior written permission of the company.

2 **At - Will Employment:** You understand and acknowledge that your employment with the company is for an unspecified duration and constitute "at – will employment". You acknowledge that this employment relationship may be terminated by either party at any time whether with or without cause in compliance with clause 21 herein below.

3. **Compensation:** for your services you will receive a gross compensation package of Rs 20,000/-p.m and Rs.5,000/- p.m to be added as performance incentive after every six months based on performance

1. **Probationary Period:** You will be on probation for 1 month from the date of your joining. You or the company may, at any time, during your employment with the company, terminate your services without cause, by a written notice of 15 (fifteen) days or salary in lieu of such notice during the probation period

company may, at any time, during your employment with the company, terminate your services without cause, by a written notice of 30 (thirty) days or salary in lieu of such notice.

5. **Hours of works and Working on shift:** Normally all employees are expected to work [illegible] hours per week. However, depending up on the requirement of the [illegible] time and the nature of your particular job, you may be required to put [illegible] hours of work [illegible] Reporting manager, at his/her discretion, may grant a compensatory off when deemed fit.

AVISHKAR

STRICTLY PRIVATE AND CONFIDENTIAL

Currently, the official working hours of the company are 9.30 am to 6.30 pm, Monday to Saturday. You understand that you may, at times, be required to come early or stay late as per work requirements. As and when required by the company, you would have to work in such shifts as the company may, from time to time determine and will not be entitled to any extra remuneration such as shift allowance.

2nd February 2023

Miss Pragati Subhash Sannake
512, B Wing, 2nd floor,
Flat No 3, Kunj Prasad Apartment,
Mehunpura, Shaniwar Peth,
Pune 411030.

6. **Weekly Off, Holidays and Leave:** All employees will have six day week, Sunday being the normal weekly off. You specifically understand and agree that though you are entitled to the weekly offs; the company reserves the right to give you your weekly off on any day of the week as per its changing requirement. You will be granted leave as per the company's policy in this respect in compliance with the provisions of the applicable law.

Employees joining between any months will be eligible for pro-rated leaves as applicable.

7. **Posting and Transfer:** You're posting as present in Pune. You understand and agree that you are likely to be transferred or posted to any other department, unite, location or associate office of the company, or to any of the offices of its parent/subsidiaries/ sister company/ associate companies or to the offices of any of the customers of the company, to any town or city in India or abroad at any time as may be deemed necessary by the company, at its sole discretion, without any additional remuneration, except if otherwise mutually agreed upon in writing. In such a case, you will observe working timing and holidays as applicable to your location and place of work only.

8. **Professional and upright conducts:** You agree to follow at all times all of the rules of conduct, discipline, confidentiality and decorum that may be generated from time to time by the company. You specifically understand and agree that it is critical to follow these rules, as the customers of the company will judge the company upon interaction with you and from your actions. You will therefore conduct your duties with professionalism and integrity at all times. You will not advise any one of any company policy or position on any business, product, services, intellectual property, computer or internet related or any other matter concerning the company without the specific direction in writing of the undersigned to do so. At no time, and under no circumstances, will you ever breach any software contracts and/ or licenses or other binding contracts in the performance of your duties with the company or otherwise or breach any laws whether civil and/ criminal (including without limitation, those pertaining to intellectual property rights) or recommend to any of the company's customers or any other party that they breach any civil or criminal law.

9. **Employment Related Documents:** You agree to diligently adhere to the code of ethics and conduct introduced by the company and in force at the moment and as maybe amended by the company from time to time. You understand and agree that the company may from time to time unilaterally introduce and/or amend the HR policy, code of ethics and conduct, service rules and any other polices or rules which shall be applicable to you thereinafter for the sake of brevity referred to as the "Employment Related Documents") and keep you informed of the same . The Employment Related Documents introduced and amended by the company from time to time shall be accessible to you all times but you understand and agree that it shall be deemed that you have read understood and agree with all the applicable policies and rules, unless informed otherwise in writing by you.

   The Employment Related Documents shall constitute a part and parcel of your employment agreement with the company and be binding on you. You shall strictly abide by them in the performance of your duties and responsibility in the course of your employment with the company. You specifically agree that, breach by you of any of the Employment Related Documents would inter alia entitle the company to terminate your services as per the prevalent company policy.

10. **Maintenance of Records:** You agree to keep and maintain adequate and current written and /or electronic records of all the work done by you (solely or jointly with others) during the term of your employment with the company. The records may be in the form of notes, sketches, drawing and others format that may be specified by the company from time to time. You shall also submit such periodical reports including; reports of your activities at the end of each shift containing such details as the company may require from time to time. You understand and agree that the records and/or reports will be available to and remain the sole property of the company at all times

11. **Returning Company Documents:** You agree that, at the time of leaving the employment of the company for whatever reason, you will deliver to the company (and will not keep in your possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawing, blueprints, sketches, materials, equipment other documents or property or reproductions of any aforementioned items developed by you pursuant to your employment with the company or otherwise belonging to the company, its successors or assigns. In the event of the termination of your employment (whether voluntary or otherwise), you agree to sign and deliver the "Relieve Certification" attached hereto as Annexure C.

12. **No Solicitation of Employees& Retainers:** You agree that for a period of eighteen (18) months immediately following the termination of your relationship with the company for any reason, whether with or without cause, you shall not either directly or indirectly solicit induce, recruit or encourage any of the company's retainers/employees to leave their job or take away such retainers/employees, or attempt to solicit, induce, recruit, encourage or take away retainers/employees of the company, either for yourself or for any other person or entity.

13. **Confidential Information:**

   Company Information: You must agree at all times during the term of your employment and thereafter, to hold in strictest confidence, and not to use, except for the benefit of the company to fulfil your employment obligation, or to disclose the any person, firm or corporation without written authorization of the Board of Directors of the Company, any Confidential Information of the company. For the purposes of this clause the Company shall mean and include ITAD Group, its parent company, its group companies, sister concerns,

subsidiaries and worldwide affiliates. You understand that "Confidential Information" means any Company proprietary information, technical data, trade secrets or know-how, including but not limited to, research, product plans, products, services, operations (including all of your work duties and salary and the contents of this letter generally), customer lists and customers (including, but not limited to, customers of the company on whom you call or with whom you became acquainted during the term of your employment), market software developments, inventions, processes, formulae, technological information, designs, drawings, engineering, hardware configuration information, marketing, finances or other business information, general business plans and strategies disclosed by you by the company either directly or indirectly in writing, orally or by drawings and observation of parts or equipment or which has otherwise come to your knowledge in the course of your employment with the company. The confidential information does not include any of the foregoing items, which has become publicly known and made generally available through no wrongful act of your or others who were under confidentiality obligations as to the item or involved.

Former Employer Information: You agree that you will not, during your employment with the company, improperly use or disclosed any proprietary information or trade secrets of any former or concurrent employer or other person or entity and that you will not bring onto the premises of the company any unpublished document or proprietary information belonging to any such employer, person or entity unless consented to in writing by such employer, person or entity. You agree that in event of any liability arising out of improper use or disclosure of any proprietary information or trade secrets of any former or concurrent employer or other person or entity, you will be solely responsible for the same and shall indemnify and keep the company indemnified against all loss, damages, costs and expenses if any suffered by the company by reasons thereof.

Third Party Information: You recognize that the company has received and in the future will receive from third parties their confidential or proprietary information subject to a duty on the company's part to maintain the confidentiality of such information and to use it only for certain limited purposes. You agree to hold all such confidential or proprietary information in the strictest confidence and not to disclose it to any person, firm or corporation or to use it except as necessary in carrying out your work for the Company consistent with the company's agreement with such third party.

14. **Conflict of Interest:** During the term of your employment with the company and for a period of 12 months thereafter, you will not engage in any other employment, occupation consulting or other business activity directly related to the business in which the company is now involved or becomes involved during the term of your employment, nor will you engage in any other activities that conflict with your obligations to the company.

15. **Representation:** You represent and warrant that the information furnished by you in your application regarding your experience, qualification, etc. is true and correct. In case the information furnished by you in your application regarding your experience, qualification, etc. is found to be inadequate or incorrect, inter alia your services shall be liable to be terminated without any notice or salary in lieu of notice. You represent that your performance of all the terms of your employment with the company will not breach any agreement to keep in confidence proprietary information acquired by you in confidence or in trust prior to your employment with the company. You further represent that you have not entered into, and you agree that you will not enter into, any oral or written agreement in conflict herewith.

16. **Indemnity:** You represent that you have not breached any oral or written agreement with your earlier employer or that no amount of money is due from you to your earlier employer and you agree that in the event of any claim, action or other proceeding by your earlier employer for any breach on your part of any oral and/or written agreement or for any amount due to you or for damages or loss suffered by him on account of your acts or omissions or otherwise arising out of or in relation to your earlier employment, you alone will be responsible for the same and shall indemnify and keep the company indemnified against all loss, damages, costs, and expenses if any suffered by the company by reason thereof

17. **Relationship of Parties:** You acknowledge that you are not a partner, agent or joint venture with the company or any of its affiliates and do not represent the company in any other capacity except as position defined herein this letter.

18. **Termination:** You agree that you or the company may, at any time, during the course of your employment with the company, terminate your employment without cause, by a written notice of 15 Days during the probation period & 60 days post probation period or salary, lieu of such notice. However, the decision whether to accept salary in lieu of notice or not solely lies with the company.

The company at its sole discretion may relieve you before the end of your 60 days' notice period and in such cases you will be entitled to compensation in the form of your salary only up to your last working day in the company

Notice period during the probation with Avishkar	15 Days
Notice period after completion of three months probation period with Avishkar	30 Days

If you are prompted during the course of your employment, you agree to abide by the notice period applicable to your new designation as above.

The accrued leave cannot be adjusted/ availed during the notice period. Hence once an Employee submits his/her resignation, the balance medical leaves will lapse, and earned leaves will be paid for along with full & final payment.

Notwithstanding the aforesaid, you specifically agree that, in case of any breach by you of the **Code of Ethics and conduct** or other any other misconduct, your services can be terminated by the company without any notice or compensation in lieu of such notice. You specifically waive your rights to any notice or severance pay other than as is provided in this letter.

19. General: The above terms and conditions are based on company policy, procedure and other rules & regulations currently applicable to the company's employees and are subject to amendments and adjustments from time to time

20. Governing Law: Your employment with the company will be governed by the laws of India and the competent courts at Pune, India will have the exclusive jurisdiction over any or all legal proceedings arising out of or under this letter and/ or any of the Employment Related Documents.

21. **Severability:** If one or more of the provisions in this letter and/ or any of the Employment related documents are deemed void by law, then the remaining provisions will continue in full force and effect.

22. **Binding Agreement, Entirety of the Agreement and Validity:** You understand and agree that when you sign and execute this letter in acceptance of its terms and conditions, this letter will give rise to a binding contract between you and the company as to the subject matter hereof and this letter together with its annexure and other Employment Related Documents set forth the entire agreement and understanding between the company and you relating to the subject matter herein and all prior discussions between us

23. **Dispute resolution:** Except as provided in the succeeding paragraph, the company and you shall be bound to submit all disputes and difference howsoever arising out of or in connection with your Employment or the terms and conditions set out herein or any other Employment Related Documents, or the interpretation, validity, construction, performance, breach, or termination thereof, to arbitration by three (3) arbitrators, one each nominated by the company and yourself and the third chosen by the two (2) arbitrators so nominated by the company and yourself. The arbitration shall commence by serving a written notice of thirty days by the either party to the other. In the event one party invokes arbitration and the other party does not appoint arbitrator then the person so nominated by the invoking party shall be the sole arbitrator and he shall commence with arbitration shall be held as per and governed by the Indian Arbitration and Conciliation Act, 1996 or any modification there of or amendment thereto. Arbitration shall be held in Pune, India and in English language. The arbitration will be document only arbitration and any form of oral evidence will be recorded only if the arbitration Tribunal decides to do so

24. **Notices:** All notices under this letter shall be in writing, any oral notice shall be void and not effective) and delivered in person, or sent by registered mail, or by facsimile transmission, to the respective parties at the respective addresses set forth below, unless otherwise intimated in writing:

If to the company:	If to the Employee:
Avishkar Office No. T 7, 3rd Floor, Nucleus Jeejeebhoy Tower Church Road, Camp, Pune – 411 001	Miss Pragati Subhash Sannake 512, B Wing, 2nd Floor, Flat No 1,Umaprasad Apartment, Mehunpura, Shaniwar Peth, Pune 411030

Any changes in your residential address should be immediately intimated in writing to the Company.

25. **Reporting Formalities and Induction:** You are requested to report at 9:30am to 6:30 pm on 27/01/2023. Date at the corporate office and bring the documents/information required by us and enumerated in Annexure B hereto for completion of reporting formalities and your induction in to the company.

In case you are employed you are expected to join the company after your present employer formally relieves you. You are required to submit to the company the reliving letter before accepting and confirming this letter of employment. In the event you are unable to submit the reliving letter for some reason, you must at least submit an acceptance copy of your resignation letter. In any event you understand and agree that in the event of any claim,

jan@aissmscoe.com> ay 10, 2022 at 2:18 AM

Dear Miss Pragati Sannake,

Congratulation and welcome to **Avishkar** (hereinafter referred to as the "company")

We are pleased to offer you a position as **"PURCHASE AND PLANNING** "commencing on 27 January 2023 . Your appointment will be governed by the general terms and conditions of employment listed herein. In the performance of your duties as an employee of the company, you will also be governed by the organizational policies and rules, for which, you are required to go through the HR policy manual as may be introduced and amended by the company from time to time communicate your acceptance of this appointment by signing a copy of this letter and returning it to our office

As a term of employment, please also execute and return the confidentiality and intellectual Property Assignment Agreement enclosed herewith –

1. **Role and Responsibilities:** In the performance of your duties, you may be required to undertake various activities as may be assigned to you by the company from time to time. In the course of your employment with the Company you may have to extensively deal with clients, banks, competitors and may have to participate in public forums. You are, accordingly, expected to bring your best efforts to all duties performed.

   In view of the responsibilities and nature of your office, you must devote your full time and attention to the work of the company and shall not undertake any direct/indirect business or employment or work, honorary or remunerative or take up another full time or part time assignment, except with the prior written permission of the company.

2. **At - Will Employment:** You understand and acknowledge that your employment with the company is for an unspecified duration and constitute "at – will employment" You acknowledge that this employment relationship may be terminated by either party at any time whether with or without cause in compliance with clause 21 herein below.

3. **Compensation:** for your services you will receive a gross compensation package of Rs **20,000/-p.m** and **Rs.5,000/- p.m** to be added as performance incentive after every six months based on performance

action other proceeding by your earlier employer arising out of or in relation to your earlier employment, you alone will be responsible for the same and shall indemnify and keep the company indemnified against all loss, damages, costs, and expenses if any suffered by the company by reason thereof

Please communicate your acceptance of this appointment by signing the copy of this letter and returning it.

If you have concern with respect to any matter, we urge you to discuss it with us prior to signing.

Once again, welcome to the Avishkar Family and I wish you a bright career at Avishkar

With Best wishes,

For **AVISHKAR**

I Miss Pragati Subhash Sannake, residing at 512, B Wing, 2nd floor, Flat No 1, Umaprasad Apartment, Mehunpura, Shaniwar Peth, Pune 411030,have read, understood and agree to the terms of employment as set out in this letter, I understand that the acceptance of this letter, I understand that the acceptance of this offer latter by me will result in a binding agreement between myself and the Company with regard to the subject matter hereof and I do hereby agree with all terms as above and I shall abide by all the policies and rules of the company governing my employment which are now or may hereafter be in force and accordingly I accept my appointment with you.

Date: 3/2/2023

Sign:

Place: Pune

Name: Pragati Subhash Sannake

EXTENTIA
INFORMATION TECHNOLOGY
A Merkle Company

OFFER LETTER

Date: January 31, 2023

Aaqib Nazir
503 Zum Zum Residency,
Near Abu Bakar Masjid,
Sai Baba Nagar, Kondhwa and ehall,
Repora Namtehall,
Chadoora, Badgam - 191113

Dear Aaqib,

Extentia Information Technology Pvt. Ltd. (the "Company") is pleased to offer you employment with us on the following terms and conditions.

1. **DESIGNATION:** You will be designated as the **Associate Software Professional**, to contribute in the areas of development, maintenance, testing, documentation of software and software applications and servicing of software and software applications. The Company produces software products and applications of international standards for international clients. During your tenure with the Company, you are expected to discharge your duties with sincerity. The Company may, at its discretion, assign other duties to you, which in the opinion of the Company, are in your capacity to discharge, and you will undertake to carry out the same.
2. **DATE OF JOINING:** You will join us from **February 1, 2023**
3. **DOCUMENTS**: You shall produce at the time of starting employment the following documents to the Company.
    a. Copies of your educational certificates,
    b. Copy of the relieving letter from the last employer,
    c. Work experience details (supporting details),
    d. Form 16 or a salary certificate from the last employer,
    e. Copy of your passport (First and Last page),
    f. Copy OF PAN (Permanent Account Number) card,
    g. Local and Permanent proof of address
4. **SALARY**: Your total compensation, with the detailed break-up will be as per the attached document. All payments to you under the terms of employment are subject to deduction at source under the Income Tax Act. The Company will also be entitled to deduct any dues payable by you to the Company.
5. **MATERNITY BENEFIT**: Female employees are entitled to every benefit provided under the maternity benefit Act, 1961.
6. **GROUP MEDICLAIM POLICY**: Under group mediclaim policy, you and your family will be covered up to Rs. 2 lakhs.

7. **LEAVE**: Your leave entitlement shall be subject to rules of the Company as applicable to employees in your cadre.
8. **PROBATION:** You will be on probation for a period of 6 months from the date of your joining. Based on your feedback, your probation will end within 6 months of your joining. Your services can be terminated without any notice during the probation period, without assigning any reason thereof. For the first year, you are entitled to 18 days of leave only, subject to approval by your Reporting Manager.
9. **CONFIRMATION:** Your confirmation in the Company will depend solely upon your satisfactory performance during the probation period. Company however, retains the discretion to extend or reduce the probation period. On confirmation of your services you will be entitled to all the benefits of a confirmed employee and will follow the regular performance appraisal and salary appraisal cycles.
10. **LOCATION:** For the present, your services are required at Pune. As and when the necessity arises, the Company has the right to transfer your services to any other place. Depending on the government regulations, the Company may ask you to work from home and you may be further required to sign any additional document to suit this arrangement.
11. **APPRAISALS**: The Company conducts performance appraisals annually for every employee. Increments are decided upon after the annual appraisal, and are based solely on performance.
12. **TRAVEL ABROAD:** The Company, at its discretion may send you overseas for meetings, project requirement gathering etc. As this involves serious commitments to our client's objectives, the Company would require you to sign a Travel Agreement committing to continued employment with the Company for a stipulated period of time.

    Occasionally, clients would also ask for particular verifications to be carried out and separate confidentiality agreements to be signed by individual employees travelling to their offices. These and similar conditions would have to be complied with by all those employees intending to travel abroad.
13. **HELMETS COMPULSORY:** Helmets are compulsory at Extentia for both the rider and the pillion rider.
14. **SEPARATION:**

    a. Your commitment to working at Extentia from day 1 for 24 months i.e. till June 30, 2024 including 6 months of your training continues. If you resign within 24 months, you would be expected to pay Extentia a sum of Rs. 1,00,000 only towards ending your commitment to Extentia and serve a notice period of 3 months.

    b. Your resignation will not be treated as valid if you are on leave at the time of resigning, and no leave will be granted once your resignation is submitted.

    c. In case of absconding without notice, the company has the right to take legal action against you and you shall be liable to appear in court on your own behalf for the loss suffered by the company.

    d. The Company can terminate your services by giving one month's notice in writing or by paying one month's salary in lieu of such notice, without assigning any reason for such termination.

AISSMS COLLEGE OF ENGINEERING PUNE

e. Upon resignation or termination of your employment, you will return to the Company all documents, books, electronic media and/or any other articles of the Company and/or copies of the same and you shall not undertake or cause any action or deed which might in any way affect the Company's reputation, business interests or standing.

f. If you resign from the services while you are working from home or working remotely, you agree to follow the standard exit process as directed by the Company.

15. EXCLUSIVE EMPLOYMENT: During the period of your employment with the Company (irrespective, if you are working from home or from Company premises), you will devote your available time and attention to your duties with us. You are strictly prohibited from taking up any other employment or assignment or any office, in any business, trade or profession, honorary or for any consideration, in cash or in kind, directly or indirectly ("**Dual Employment**"), without the prior written permission of the Company. Please note that Dual Employment without prior written permission of the Company will be treated as misconduct and the Company may take disciplinary action against you that may extend upto termination of your employment.

16. ACCOUNTABILITY

a. You shall perform any such duties diligently and faithfully as are incidental or implied and consistent with your relevant experience, training and qualifications or maybe reasonably delegated as being in the best interest of the Company.

b. You agree that the Company may assign you additional tasks or to a new manager; modify or remove your assigned duties; or change the place of your employment. Compensation change in such situations, if any, will be at the discretion of the Company.

c. You agree to use all hardware and equipment provided by the Company for professional purposes only. You will use the hardware and equipment provided by Company to perform the services in relation to your Employment with due care. You will not use such hardware and equipment for fulfilling any of personal work. You agree that any hardware and equipment provided by Company for services shall remain the property of Company. In the event of any issues related to the performance of any hardware and equipment's, you will immediately notify Company.

d. Internet and email access are provided to you as business communication tools for appropriate internal and external business uses. Generation, transmission, or storage of potentially offensive information is not allowed. You also agree to always act in the interest of the Company.

e. You agree to remain responsible for loss or damage of hardware and equipment and return the same after you cease your employment with Company.

f. If you are working remotely or from home, you are required to have proper infrastructure, e.g. quiet/closed workspace, no interference for any third party etc. You understand that the Company shall not provide any additional reimbursement for any expenses incurred by you to set up work from home infrastructure.

g. You agree to abide by all the Company policies, or the information security guidelines as published by the Company from time to time.

17. CONFIDENTIALITY: During and after your employment with us (irrespective, if you are working remotely or from Company premises), you will maintain confidentiality and will not

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divulge to any person or company, information of any kind acquired by you while in our service, concerning process of development, business practices or affairs of the Company or its clients, associates and suppliers. You will be required to maintain utmost secrecy in respect of project documents, commercial offers, design documents, project cost & estimation, technology, software package licenses, the Company's policies, Company's patents & trade marks and the Company's human assets profile. Any of our technical or other important information which might come into your possession during the continuance of your service with us shall not be disclosed, divulged or made public by you even after separation from the Company.

You will not (except in the normal course of the Company's business) publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication, or on the Internet, relating to the Company's products or to any matter with which the Company may be concerned, unless you have previously applied to and obtained the written permission from the Company.

18. **PROTECTION OF COMMERCIAL INTERESTS**: During your tenure with the Company and for a period of 12 months after separation:

    a. You will not take up employment or a contract with any of our clients or consultants, directly or indirectly, without the explicit permission of the Company in writing.

    b. You shall not, either for your own account, or as a representative for any third party, encourage any employee of the Company to become employed by or contract with any of our clients or consultants.

    c. You will not directly or indirectly divert business from any existing or prospective client or consultant, away from the Company.

19. **RIGHT OF OWNERSHIP:** Any document, design, development drawing, code, product or service, produced or developed, by you or any other employee, associate or consultant of the Company, is exclusively the property of the Company. You will not transfer, copy, download, use and/or forward any such property to consult or assist any outside development work, other than as specified by the Company.

20. **CONSENT REGARDING PERSONAL DATA:**

a) This clause relates to the Personal Data that you may be requested to provide in connection with your employment. Personal Data includes any information related to a natural person that is, in combination of other information or otherwise, is capable of identifying such person notably including financial information such as Bank account or credit card or debit card or other payment instrument details, physical, physiological and mental health condition, sexual orientation, medical records and history, biometric information, any information or detail relating to previous employment details, educational qualifications and criminal record.

b) You hereby understand and consent to Company, without any reservations, to (i) collect any of your Personal Data or other data from your last employer or through any internal or external agencies appointed for this purpose, (ii) use or process such data in connection with your employment with the Company or any matters arising from such employment, and (iii) sharing such data with any outside agencies or third parties including Company's client for verification

AISSMS COLLEGE OF ENGINEERING PUNE

and validation of this information, processing in relation to employment or matters arising from such employment, or in compliance with the Company's contractual or statutory obligations.

c) You understand that you may withdraw the consent by informing in writing to Company's designated representative for this purpose. You also consent and accept that if such withdrawal of consent affects the purpose for which your Personal Data was sought, Company reserves the right to take steps as it deems appropriate. You understand that this consent is obtained by the Company to ensure compliance of The Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011 and any successor laws regarding the subject.

21. CHANGES IN PERSONAL DETAILS

Any change in your residential address, mobile numbers, personal email id, marital status, and academic qualifications should be notified in writing to the Company. All communication will be addressed to you on the last address notified by you and it will be presumed that you have received such communication addressed to you.

22.TERMINATION: Your services can be terminated by the Company, without any notice if;

a. The documents required to be submitted to the Company as stated in this appointment letter are not submitted at the time of joining or within a period of time thereafter as deemed reasonable by the Company.

b. The information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions, is false or misleading, or if they do not disclose material facts

c. You are in breach of the clauses of Exclusive Employment, Confidentiality, Protection of Commercial Interests and Right of Ownership, Helmet Rule as stated in this appointment letter. Breach of these clauses would not only result in termination of your services, without notice and without any settlement, but further, the Company reserves the right to pursue legal proceedings against you.

d. You are absent from work for a continuous period of 5 business days without prior approval of your superior (including overstay on leave/training).

e. Your conduct, in the opinion of the Company, is found to be dishonest, immoral, unethical or the cause of serious embarrassment to the reputation of the Company

f. A court finds you guilty of criminal offence or any law breaking activity.

23.SETTLEMENT OF DISPUTES: If, at any time, the terms of this offer letter cause a dispute between the Company and you, the first approach should be to attempt an amicable reconciliation through e-mail and face-to-face discussion. If a settlement is not reached, you can call for mediation by any of the non-executive directors of the Company. The Director will hear your arguments and that of the Company and recommend a settlement of the dispute. If the recommended settlement is not acceptable to either party, they may proceed for a legal settlement in a court of law in the jurisdiction of Pune.

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EXTENTIA
INFORMATION TECHNOLOGY
A Merkle Company

Please return the duplicate copy of this offer letter duly signed by you confirming your acceptance, if you agree to the above terms and conditions.

We take this opportunity to welcome you to be a part of the **Extentia Information Technology** team and wish you every success in your assignment with us.

With regards,

Celina Joseph
Vice President – Human Resources
Dated: January 31, 2023

I accept the above terms and conditions.

_____

SIGNATURE OF CANDIDATE

Aaqib Nazir
DATE OF JOINING: February 1, 2023.

AISSMS COLLEGE OF ENGINEERING PUNE

(2) A2 2

FIS Solutions (India) Private Limited
CIN: U72200DL1993PTC330116
Upper Ground Floor to 7th Floor
Westend Center One, Survey No. 169/1,
Sector II, Aundh, Pune 411007, INDIA
Tel.. 020-6729 1000
www.fisglobal.com

LETTER OF APPOINTMENT

14-Feb-22

Abdul Aman Abdul Majid
Pune.

abdulaman8890@gmail.com

Dear Abdul,

It is our pleasure to appoint you as **InP - IT Trainee; IT Trainee** in **FIS Solutions (India) Private Limited at Pune** or in any such capacity as the management shall from time to time determine. Please note that the employment terms contained in this Appointment Letter are subject to the policies of the Company.

1. Your date of appointment is effective from the date of joining which is **14-Feb-22** unless otherwise communicated in writing by the company.
2. During your employment with the Company, the Company may from time to time determine to transfer you to any other location, department, function, establishment, or branch of the Company or its subsidiary, associate or affiliate Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.
3. **General Duties and Responsibilities**

   a) In such role, under the overall superintendence, control and direction of the Company, You agree to use your best endeavours to promote and foster the Company's interests and save where it causes a conflict with the Company's interests, those of its other affiliated Companies. You shall be responsible for such duties as are commensurate with and required by such position, and any other duties as may be assigned to you by the Company from time and time
   .

   b) The Company is committed to ensure 'Integrity' in all aspects of its functioning. You are expected to comply with the policies of the company including the Code of Business Conduct and Ethics as they form an integral part of the terms of employment with the Company. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These policies are updated/modified on a periodic basis and new policies may be introduced and notified to employees from time to time whereupon you will be required to comply with the same.

   c) Subject to the terms of this Agreement You shall:
      i. Obey all lawful and reasonable directions of the Company.
      ii. Observe in form and spirit such restrictions or limitations as may from time to time to imposed by the Company;
      iii. Implement and observe in form and spirit any relevant Company and/or affiliated Company's policy, procedures, rules and regulations (whether formal or informal) including the Code of Business Conduct and Ethics;
      iv. Report to the Company any relevant wrongdoings (including misconduct or dishonesty) whether committed, contemplated or discussed by a director, employee or worker of the Company and/or any affiliated Companies of which You are aware and irrespective of whether this may involve any degree of self -incrimination;

Regd. Office: S-405 (LGF), Greater Kailash Part II, New Delhi-110048

AISSMS COLLEGE OF ENGINEERING ★ PUNE ★

FIS Solutions (India) Private Limited
CIN: U72200DL1993PTC330116
Upper Ground Floor to 7th Floor
Westend Center One, Survey No. 169/1,
Sector II, Aundh, Pune 411007, INDIA
Tel.. 020-6729 1000
www.fisglobal.com

By signing below, you confirm that the above-mentioned terms and conditions are acceptable to you and that you accept the appointment by submitting the signed copy of this letter of appointment with your original signature on the date of joining.

IN WITNESS WHEREOF, each of the parties has executed this Agreement, in the case of the Company by their duly authorized officers, as of the day and year first above written.

Name: Abdul Aman Abdul Majid

Signature: Amal

Date: 04/03/2022

For FIS Solutions (India) Private Limited.

Amol Gupta
People Leader – India and Philippines

AISSMS COLLEGE OF ENGINEERING
PUNE

Regd. Office: S-406 (LGF) [illegible] Delhi 110049

3 3 B30

17th January 2022

Abhishek Lonkar
Pune

E-mail ID – abhisheklonkar2000@gmail.com

Offer Letter

Dear **Abhishek Lonkar**,

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1.	Designation	:	**IT Trainee / InP - IT Trainee**		
2.	Company:	:	FIS Solutions (India) Private Limited		
3.	Place of Posting	:	Upper Ground Floor to 7th Floor, Westend Center One, Survey No. 169/1, Sector II, Aundh, Pune 411007, INDIA		
4.	Date of Joining	:	**27th June 2022**		
5.	Compensation & Benefits	:	Annual Base Pay	: Rs.	**765,000** /-
			Performance Pay	: Rs.	**57,375** /-
			Total Compensation (TC)	: Rs.	**822,375** /-

Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.
11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

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Great Place To Work. Certified NOV 2021-NOV 2022 INDIA

centelon
Centelon Group of Company

CISL/2022-2023/HR/000337

08-Jul-2022

Internship Offer

Dear Aditya Sudhir Padhye,

Warm welcome to the Centelon family!

With reference to our discussions, we are pleased to offer you the role of **Intern** in **"Bizessence Consultancy Services Pvt Ltd – A Centelon Solutions Company."**

Your Internship period shall be from **11-Jul-2022 to 10-Jan-2023**, which can be extended further or terminated earlier with 30 days' notice on either side, without assigning any reason.

You will be appointed as an **Intern** and employee benefits will not be applicable.

During the Internship period you will be paid **Rs.12,000 (Twelve Thousand Rupees) inclusive of TDS.**

The other details about your payments are presented in **Annexure A**.

Your appointment will be governed by the terms and conditions of Internship presented in **Annexure B**. Please refer Annexure B for more details.

You will also be governed by the rules, regulations, and practices in effect and those that may change from time to time. Your payment is highly confidential and if the need arises, you may discuss it only with your Manager.

We look forward to a long-term association with Centelon!!

For Centelon Solutions

Prakash Somaiya
Director and Business Head – India & MEA

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

Aspadhye
Signature:

Date: 08/07/22

COLLEGE OF ENGINEERING PUNE



Datametica Solutions Pvt. Ltd.
502, Zero1ne Building, Above Passport Office,
Mundhwa Road, Koregaon Park Extension,
Pune, Maharashtra - 411036, India
Phone - +91 20 66446300
www.datametica.com

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datametica
GIVING DATA WINGS

Ref: DM/HR/2021-22
Date: 14-Oct-21

Subject: Internship Offer Letter

Dear Aditya Phate,

We are pleased to offer your internship opportunity with our company **"Datametica Solutions Pvt Ltd" as an "Intern".** The Internship will begin on **18th October 2021** and will be effective till your final year results. During internship you will be paid an **Internship fee of INR 25,000/- per month.** The Internship fees payable to the Intern shall be subject to deduction of tax at source under the provisions of Income Tax Act and Rules made there under. Please be sure to bring [necessary documents] with you on your first day to complete your joining formalities.

During your Internship with Datametica Solutions Pvt Ltd, you may have access to trade secrets and confidential or proprietary business information belonging to Datametica Solutions Pvt Ltd. By accepting this offer, you acknowledge that this information must remain confidential and agree to refrain from using it for your own purposes or disclosing it to anyone outside of the company.

On successful completion of training and internship period, you will be confirmed as a full-time employee with Datametica i.e., as Associate Engineer.

This offer letter represents the full extent of the internship offer and supersedes any prior conversations about the position. Changes to this agreement may only be made in writing. Please review this letter in full, and sign and return to confirm your acceptance of the position no later than close of business by 2 PM on 15th Oct, 2021. We look forward to having you begin your career at Datametica Solutions Pvt Ltd and wish you a successful internship. Welcome to our team!

Conditions For Internship:

- Nonparticipations in Campus Placements/ Interviews
- No Off campus and External offers

Yours truly,
For Datametica Solutions Private Limited

Mahesh Pankar
Authorized Signatory

I hereby accept the above terms and conditions
Name: Aditya Phate
Signature: Phate

7 6 BS

EMERSON.

Emerson Export Engineering Centre
Emerson Tower, Matrix Complex,
Near College of Engineering Pune
Shivajinagar, Old Mumbai-Pune Highway
Pune - 411 005, India
Tel : +91 (20) 67047000, 67047001
Fax : +91 (20) 67047998, 67047999

3-Jan-21

Ms. Aishwarya Bhoj
Flat No. 10, Plot No. 294,
Kedarnath Apartment, Yashwant
nagar, Talegaon Dabhade, Mawal
Pune- 410507

Dear Ms. Aishwarya,

With reference to your application and the interview you had with us, we would be willing to appoint you as a **"Graduate Engineer Trainee"** for a One year period.

You will be required to take up the assignment with us latest by 15-Jun-22. The date of joining mentioned here is of indicative nature and can be preponed or postponed depending upon the business exigencies

Your remuneration, inclusive of all benefits and targeted Performance Incentive works out to be Rs. **719,355/-** per annum. Please refer the Annexure for the details. Company shall deduct TDS from this amount in accordance with applicable income tax rules. Your appointment is subject to you being declared fit in the Medical test post joining. Depending upon your performance, company will be willing to extend your services further and take you as a regular employee at the end of one-year period.

This offer letter is subject to your passing Semester VI, VII & VIII of **BE (Computer Engineering)** successfully and your clear intent to serve our organization on a long term basis as has been confirmed by you during above interview. You are also required to submit your mark sheet for Semester VI, VII & VIII upon declaration of results of respective semesters. We expect that you would make every effort to ensure academic excellence by way of securing atleast 1st class in the remaining 2 semesters.

A detailed letter shall be issued by us upon taking up the assignment.

This letter is being issued in duplicate and you are requested to please sign the 2nd copy as a token of your acceptance and returning back to us.

For Emerson Export Engineering Centre

Ajay
Savargaonkar
Sr. Director-
EEEC

Accepted:

I agree and confirm that I will comply with all the above rules and also confirm my long term association with the company for the period mentioned.

Aishbhoj

(Aishwarya Bhoj)

Emerson Export Engineering Centre – Pune (A Business Unit of Emerson Electric Co. (India) Pvt. Ltd. **Regd. Office:**

COLLEGE OF ENGINEERING PUNE

Emerson Export Engineering Centre
Emerson Tower, Matrix Complex,
Near College of Engineering Pune
Shivajinagar, Old Mumbai-Pune Highway
Pune - 411 005, India
Tel : +91 (20) 67047000, 67047001
Fax : +91 (20) 67047998, 67047999

Annexture

Name	Designation & Grade	Date of Joining
Aishwarya Bhoj	Graduate Engineering Trainee	1-Jun-2022

Detailed breakup of Cost To Company

Sr. No	Salary Components	Amount/Annum	Amount/month	Remark
1	Basic	315,250.00	26,271.00	
2	HRA	126,100.00	10,508.00	
3	Conveyance	63,050.00	5,254.00	
4	LTA	26,271.00	2,189.00	Paid monthly. Tax exemption upon submission of Travel bills/ receipts
5	Medical Allowance	15,000.00	1,250.00	
6	Supplementary Allowance	57,041.00	4,753.00	
		Gross Salary	**50,225.00**	
7	Company's Contribution to PF	37,830.00	3,153.00	
8	Company's Contribution to Gratuity	9,458.00	788.00	
9	**Fixed CTC**	**650,000.00**		
10	**Targeted Performance linked Variable Pay @ Performance factor 1**	**69,355.00**		Subject to evaluation of performa This is at centre point.This includes the statutory bonus if applicable
	Total CTC	**719,355.00**		

Other Benefits

Group Mediclaim Insurance	3,00,000/- per family	
Group Personal Accident Insurance	As per Insurance	
Schedule Group Life Term Insurance	2 times of annual fixed	
CTC		
Kit Allowance	15,000/-	in case of travel for company's work

For Emerson Export Engineering Centre, Pune

COLLEGE OF ENGINEERING PUNE

VERITAS

28-06-2022

Ajaypratap Singh

Pune

Dear Ajaypratap,

Appointment as Assoc Software Engineer

We are pleased to offer you the appointment as Assoc Software Engineer with Veritas Software Technologies (India) Private Limited.

This offer is subject to your acceptance of the following terms and conditions:

Designation: You will be appointed as Assoc Software Engineer or such other position determined by the Company from time to time (in which case the terms of this employment agreement **(the** "Agreement") will continue to apply to your new position). You will be initially be reporting to Abhijeet Barve, Sr Mgr, Development**,** or such other person or position, as determined by the Company from time to time.

Date of Commencement: This offer is contingent on your reporting to your manager on the Date of Commencement. As agreed, you will commence your employment with the Company on 11-07-2022. If you do not report to your manager on the Date of Commencement, the Company is entitled to treat this offer and any acceptance thereof as null and void.

This offer is contingent on: (i) you obtaining at least a CGPA of 5.5 from your university ("Results") and producing to us documentary evidence of the same, and (ii) you obtaining and maintaining at all times any required work permits/qualifications for you to lawfully work for the Company in India. If you do not achieve the Results, or if you do not have and maintain any such work permits/qualifications, this offer and any acceptance hereof is deemed null and void, your employment will be terminated immediately and you agree that you are not entitled to any notice, or payment of salary in lieu of notice.

Site of Employment: The normal place of work will be Pune. You may be required to work at any premises of the Company, and its affiliates, or at the premises of their customers, clients, suppliers or associates within India, or abroad, from time to time. You agree to work in accordance with the Company's scheduled time. You recognize that your duties may require you to engage in travel on behalf of the Company and that flexible hours must be maintained based upon the needs of the customers. You expressly agree to accept such reasonable travel and hours of work without additional compensation to the extent allowed under local labor law.

Previous Employment: If you are employed, you are expected to join the Company only after your present employer formally relieves you. You are required to submit the relieving letter from your present employer to the Company. The Company will not be liable for any consequences arising out of any of your previous employments. You hereby agree that you are not subject to any terms or conditions (whether contractual or otherwise) which restrict or may restrict your ability to carry out your duties for the Company or any Group Company.

Background Check: The offer of employment is subject to and contingent upon verification of the details provided by you and the Company's satisfaction with the results of any reference and background checks, which shall include without limitation –

AISSMS COLLEGE OF ENGINEERING

VERITAS

interviewing past and current employers and verifying educational and professional and qualifications. For business requirements, you may also be required to undergo a criminal check. If you provide or cause someone else to provide any false or misleading information, or if the Company is not satisfied in its absolute discretion with the results of the reference/background checks, then this offer and any acceptance of it by you will be deemed to be null and void and of no effect. If you have commenced employment, your employment may be terminated immediately and without any payment of salary in lieu of notice. As part of our joining procedure, you will be required to provide details of criminal proceedings, if any have been initiated against you before joining the Company. If there are none, you will be required to provide a written declaration stating so.

Duties and Responsibilities: You shall perform the duties and responsibilities as set by the Company and that are consistent with your position within the Company. You must act in the best interests of the Company, serve it faithfully and diligently and comply with all legal requirements applicable to you and all lawful directions issued to you by the Company from time to time. You agree that you shall not at any time during the term of this Agreement, without the prior written consent of the Company, be engaged, employed, concerned or interested, directly or indirectly, in any other employment, business or occupation that may conflict with your duties to the Company.

Salary: You will receive an annual gross base salary of Indian Rupees ₹1,050,000.00 payable in monthly installments (Please review the attached Salary annexure sheet for the detailed breakup of the above mentioned compensation before the acknowledgement, which forms the part of this offer letter). Such salary shall be subject to all applicable withholding income tax requirements and other applicable deductions.

Annual Incentive Plan: Based on your position, you are eligible to participate in the Annual Incentive Plan (AIP), a discretionary incentive program that rewards the achievement of Veritas Technologies LLC's financial objectives. This plan may be amended, withdrawn or replaced without notice and at the Company's sole discretion, subject to applicable local law. Under the current program, you will be eligible for an annual bonus target of 7% of your annual salary/OTE. Your actual payment may be higher or lower depending on company performance and will be prorated based on your hire date in relation to the current fiscal year AIP plan. Details of the AIP plan will be made available to you once you begin your employment with Veritas. To receive the award, you must satisfy all eligibility requirements of the Program, which will be available to you after you begin your employment.

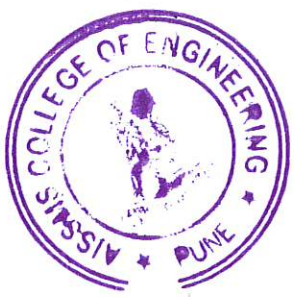
Annual Leave: You will receive annual leave in accordance with the Company's annual leave policy. The details of this policy may be found at HR VHelp.

Public Holiday: You shall be granted public holidays as listed for office employees by the local Government.

Suspension: The Company further reserves the right to suspend you with or without pay from employment during any period where the Company is investigating your alleged misconduct and/or any breach (including but not limited to any breach of the Policies as defined below or any other regulations) by you.

Termination: The Company shall, at its sole discretion, be entitled to suspend you without pay, demote you or terminate your employment immediately upon written notice (but without prejudice to the rights and remedies of the Company for any breach of this Agreement and to your continuing obligations under this Agreement) and without any payment of salary in lieu of notice in any of the following cases, which are deemed "for cause":

- if you are dishonest or engaged in serious or persistent misconduct or, without reasonable cause, neglect or refuse to attend to your duties or fail to perform any of your obligations hereunder, or breach the terms of this Agreement, or fail to observe the Company's disciplinary rules or any other regulations of the Company from time to time in force, or fail to perform your duties to the satisfaction of the Company;



VERITAS

Veritas Software Technologies India Private Limited
EON Free Zone, 9-02 Floor, Wing 1
Cluster A, Plot No
Survey No. 77, MIDC Knowledge Park
Kharadi, Pune - 411014, India www.veritas.com
Tel: 020-66370237, Fax No. : 020-66157709
Corporate Identification Number:
U72200PN2015FTC154979

- if you become bankrupt or have a receiving order made against you, or make any general composition with your creditors;
- if you commit any act that is in contravention of any laws of India and undergo police investigation therefor, without satisfactory explanation to the Company, or if you are present in Company's premises under the influence of alcohol and/or any other intoxicating substances; and/or
- if you are **absent** from work without the Company's consent for a continuous period of **three working days**, unless your absence is due to circumstances beyond your control or later is excused by medical certification valid for the period of absence

In the event that your employment with the Company is terminated for any other reason, the Company will provide 60 days' notice (or such greater amount of notice as may be required by law) or payment in lieu of notice. If you voluntarily terminate your employment with the Company, you must provide us with 60 days' written notice.

During any period of notice, you may be required by the Company, in its absolute discretion, not to contact its employees, customers or suppliers, not to attend at your place of work at any time and not to perform any duties for the Company or to perform only such duties, specific projects or tasks as are assigned to you expressly by the Company, for such period and at ch place or places (including, without limitation, your home) as the Company deems appropriate, provided that you will be entitled to receive full pay and benefits (excluding any commission or bonus) during such period. For the avoidance of doubt, you will remain the Company's employee during any such period and may not carry out any work for any third party.

Effect of Termination: Upon termination of this Agreement pursuant to the section on Termination for cause set out in clause 12, you shall not be entitled to any compensation, severance pay, or indemnity whatsoever.

Policies of the Company: You are subject to the policies, procedures and rules of the Company (**"Policies"**) as amended from time to time. For the avoidance of doubt, the Policies do not create contractually binding obligations on the Company, however, failure on your part to comply with the Policies may result in disciplinary action up to and including termination of your employment.

Restrictive Covenant: You will not for a period of six (6) months after the termination of your employment (without the previous consent in writing of the Company) and whether on your own account or for any other person, firm or company directly or indirectly in connection with any business similar to or in competition with the business of the Company solicit or endeavor to entice away from the Company any person, firm or company (a) who or which in the 12 months prior to the end of your employment shall have been a client or supplier of or in the habit of dealing with the Company and (b) with whom or which you had personal dealings in the course of your employment in the 12 months prior to the end of your employment.

You will not for a period of six (6) months after the termination of your employment (without the previous consent in writing of the Company), either alone or in association with others (i) solicit, or permit any organization directly or indirectly controlled by you to solicit, any employee of the Company to leave the Company, or (ii) solicit for employment, hire or engage as an independent contractor, or permit any organization directly or indirectly controlled by you to solicit for employment, hire or engage as an independent contractor, any person who was employed by the Company at the time of the termination or cessation of your employment with the Company; provided, that this clause (Ii) shall not apply to any individual whose employment with the Company has been terminated for a period of twelve months or longer.

Data Privacy: You expressly consent to the processing (including collection, use, and local and international transmission to databases within the Company's Group or third-

party contractors storing such data on the Company's behalf) of your personal data. You may request and obtain access to your

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own personal data (where collected) and correct or delete such data (where appropriate). The Company's data privacy authorization is set out in the Employee Privacy and Data Protection Notice.

Entire Agreement: This Agreement, along with the Confidentiality and Intellectual Property Agreement and the Employee Privacy and Data Protection Notice, constitutes the entire agreement between the parties about its subject matter and supersedes all previous agreements, understandings and negotiations on that matter.

Conditions: This Agreement shall be interpreted and given effect in accordance with the laws of India. The parties agree to submit to the exclusive jurisdiction of the courts of the state of Maharashtra with respect to the adjudication of any dispute arising hereunder. Nothing in this Agreement shall operate to exclude or limit any liability for fraud. If any term or provision of this Agreement should be held by a court of competent jurisdiction to be invalid or in any way unenforceable it shall be severed and the remaining provisions shall not in any way be affected or impaired, and this Agreement shall be construed so as to most nearly give effect to the intent of the parties as it was originally executed.

Group or Group Company: For the purposes of this Agreement, the "**Group**" or "**Group Company**" means the Company, Veritas Technologies LLC ("**Veritas**"), any subsidiary of the Company or Veritas, any holding company of the Company or Veritas and any subsidiary of such a holding company. The expressions "subsidiary" and "holding company" shall have the meanings given to them by section 4 of the Companies Act 1956.

Employment with the Company is contingent upon verification of your personal and professional references. In addition, if you agree to the foregoing terms and conditions of your employment with the Company, please indicate your acceptance by signing the acknowledgement below.

This offer is valid for 5 business days from the date of this letter.

I look forward to working with you in the future. I am sure you will find the Company a challenging and rewarding place to be.

For,

Veritas Software Technologies (India) Private Limited

Leucadia Milly Sandeep
India HR Lead - (Business Partner & Talent Acquisition)

Signature:

Email: ajaypsingh2630@gmail.com

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13-May-2022

Dear Akshara Anil Garad,
B.E. (Hons.), Computer Science & Engineering
AISSMS Group of Institutes

Candidate ID – 19132858

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 only **15 days** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

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

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

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship (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.

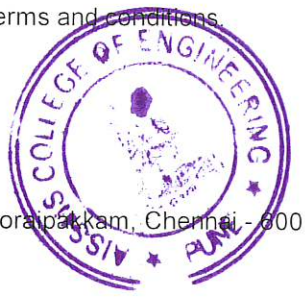
We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

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:**



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Compensation and Benefits

Name: Akshara Anil Garad **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

Note: The Insurance amount may vary subject to market conditions from time to time.

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

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

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.

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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

Akshara Anil Garad, 22, residing at _____ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

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

RECITAL:

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

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

1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

2. Place of Employment

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

3. No Alternate Employment, No Conflict, Etc.

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

Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

4. Confidentiality

a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.
c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.
f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

5. Data Protection

By signing below,
a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

6. Work Schedule

a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.
b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.

c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per any Company policy and which will be notified to you in advance.
d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

7. Background Check

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

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

8. Compliance with Company Policies

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

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

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

9. Non-Compete and Non-Solicit Restrictions

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

Sign: _____
Name:

Akshara Anil Garad

Sign: _____
Date:



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Concept to Commissioning

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1798

FOX SOLUTIONS PVT. LTD

Industrial Automation | SPM | PES | IT & IoT

EkshingeAkshay_OfferLH_2200527.docx 27-May-22 Page 1 of 5

Mr. Akshay Ekshinge,
Baif Road,Sambhaji nagar,
Wagholi,Pune.
Contact No:09890113060
Akshayekshinge1157@gmail.com

Employment Offer Letter

Dear Akshay,

We are pleased to offer you the position of 'Special Engineer Trainee', in our AIT Projects department.

You will join our 500+ strong family of enthusiastic, committed, and competent people. We are sure you will put in the right efforts, to build a great career and have a great time. We at FOX have built up a strong reputation for reliability and competence in our areas of Industrial Automation, Plant Engineering Services, Automation IT and Special Purpose Machines. You have an important role to enhance this.

Your appointment will be effective on your joining date, i.e.,01st June, 2022.Your initial posting will be in Nashik. You will report to Software Development Team Lead.You will be posted to Pune within one year of joining, subject to available, suitable position for your capability.Your position carries key responsibility. We look forward to you handling it with enthusiasm and dedication.

Your remuneration details are as discussed and informed to you. Detailed breakup will be provided at time of joining as part of your appointment letter. FOX has various employee benefits like Provident Fund, Medical Insurance, Personal Accident Insurance, ESIC etc.

The Terms of Employment are mentioned in **Annexure 1** of the offer letter.

Sachin Walse, People Specialist,is your Single Point of Contact in FOX right up to your induction.
Sachin.walse@foxindia.net, 8850564482.

Kindly confirm your acceptance of this offer by email within three days along with document confirming resignation submitted to your current employer.

Your confirmation and our answer to it are essential to maintain validity of this offer. Any request for change of joining date must be made at least 10 days prior to your original joining date. The new joining date should be no later than 5 working days from the original date. On your joining date, please report to FOX Solutions Pvt. Ltd., M9, MIDC Ambad,Nashik-422010.

If you need, HR can make initial stay arrangements for up to two weeks on joining. This is free of charge and subject to availability. Please ensure booking confirmation from HR in advance.

We request you to carry all the documents mentioned in **Annexure 2,** as well as a signed copy of this document, with the Acceptance of terms of appointment as mentioned **Annexure 1** on the day of your joining.

Once again, we welcome you to join us in building a wonderful community at FOX.

Yours Sincerely,

Shashank Betharia
Managing Director

I understand and accept. Name: AKSHAY ASHOK EKSHINGE Date 4 July 2022 Sign Aekshinge

• Australia • Canada • UAE (Dubai) • India (HO) • Oman • Singapore
HO : M9 MIDC Ambad Nashik MS India 422010 Ph +91 253 6618000 CIN U31904MH2019PTC33266
Factory : Shed 7 Gat 439 Nsk Highway Gonde Dumala Nashik MS India 422 403 Ph+91 02553 662907/662903
Angul Aurangabad Bengaluru Bhubaneswar Chennai Coimbatore Delhi Guwahati Hyderabad Jamshedpur Kolhapur Kolkata Mumbai Nagpur Nashik Pune Raipur Ranchi Silvassa
CMMI

AISSMS COLLEGE OF ENGINEERING PUNE

1

24th January 2022

Akshay Hambir
Pune

E-mail ID – hambirakshay379@gmail.com

Offer Letter

Dear **Akshay Hambir**,

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1.	Designation	:	**IT Trainee / InP - IT Trainee**		
2.	Company:	:	FIS Solutions (India) Private Limited		
3.	Place of Posting	:	Upper Ground Floor to 7th Floor, Westend Center One, Survey No. 169/1, Sector II, Aundh, Pune 411007, INDIA		
4.	Date of Joining	:	**27th June 2022**		
5.	Compensation & Benefits	:	Annual Base Pay	: Rs.	**765,000** /-
			Performance Pay	: Rs.	**57,375** /-
			Total Compensation (TC)	: Rs.	**822,375** /-

Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.
11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

12. **Hours of work** : Your normal working hours shall be 9 hours per day and 45 hours per week, including applicable intervals for rest. The Company also reserves the right to vary your hours of work and days of attendance, either on a permanent or temporary basis, dependent on business requirements. In the event of this you will be provided with reasonable notice.

    The company follows a flexible working time system, which will enable You to choose your arrival and/or departure time from a range of available hours, subject to approval from your Reporting Manager. Further, You may be required to work in shifts or in a different weekly work schedule due to business reasons. You will be communicated about such differential schedule and work timings by your Reporting Manager.

    You will be required to devote the whole of your time, attention and skill to the business and affairs of the Company both during normal business hours and during such additional hours, as permitted by Law as are necessary for the proper performance of your duties or as the Company may reasonably require from time to time.

Sharing of this information will result in withdrawal of your letter of offer

A detailed Appointment Letter will be issued to you soon after you have joined the Company.

The Annexure II needs to be accepted and signed along with this offer letter.

We look forward to having you on board with Team FIS.

Yours sincerely

Amol Gupta
People Leader – India & Philippines



ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT 2000

I **Akshay Hambir,** confirm that I am voluntarily sharing my Personal Information with **FIS Solutions (India) Private Limited** for the following purposes:

a) Validating my Curriculum Vitae and retaining records on the same for any future reference/verification

b) Processing my job application including background verification checks and medical checks

c) Employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with **FIS Solutions (India) Private Limited**.

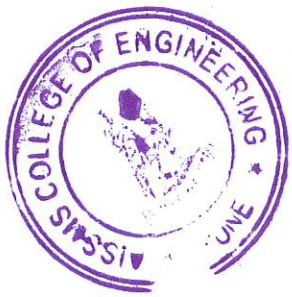
In this context, I also agree to the retention of such Personal Information by **FIS Solutions (India) Private Limited** for any future reference/verification and authorize **FIS Solutions (India) Private Limited** to transfer the same to a third party.

I understand that 'Personal Information' means any information, relating to me that is available with **FIS Solutions (India) Private Limited** and is capable of identifying me.

Name: **Akshay Hambir**

Signature: AKSHAY HAMBIR

Date: 25/01/2022



FIS Solutions (India) Private Limited
CIN: U72200DL1993PTC330116
Upper Ground Floor to 7th Floor
Westend Center One, Survey No. 169/1
Sector II, Aundh, Pune 411007, INDIA
Tel.: 020-6729 1000
www.fisglobal.com

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12

LETTER OF APPOINTMENT

27-Jun-22

Amaan Akbar Khan
Pune

amaanpune17@gmail.com

Dear Amaan,

It is our pleasure to appoint you as **IT Trainee; IT Trainee** in **FIS Solutions (India) Private Limited at Pune** or in any such capacity as the management shall from time to time determine. Please note that the employment terms contained in this Appointment Letter are subject to the policies of the Company.

1. Your date of appointment is effective from the date of joining which is **27-Jun-22** unless otherwise communicated in writing by the company.
2. During your employment with the Company, the Company may from time to time determine to transfer you to any other location, department, function, establishment, or branch of the Company or its subsidiary, associate or affiliate Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.
3. **General Duties and Responsibilities**

   a) In such role, under the overall superintendence, control and direction of the Company, You agree to use your best endeavours to promote and foster the Company's interests and save where it causes a conflict with the Company's interests, those of its other affiliated Companies. You shall be responsible for such duties as are commensurate with and required by such position, and any other duties as may be assigned to you by the Company from time and time

   b) The Company is committed to ensure 'Integrity' in all aspects of its functioning. You are expected to comply with the policies of the company including the Code of Business Conduct and Ethics as they form an integral part of the terms of employment with the Company. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These policies are updated/modified on a periodic basis and new policies may be introduced and notified to employees from time to time whereupon you will be required to comply with the same.

   c) Subject to the terms of this Agreement You shall:
      i. Obey all lawful and reasonable directions of the Company.
      ii. Observe in form and spirit such restrictions or limitations as may from time to time to imposed by the Company;
      iii. Implement and observe in form and spirit any relevant Company and/or affiliated Company's policy, procedures, rules and regulations (whether formal or informal) including the Code of Business Conduct and Ethics;
      iv. Report to the Company any relevant wrongdoings (including misconduct or dishonesty) whether committed, contemplated or discussed by a director, employee or worker of the Company and/or any affiliated Companies of which You are aware and irrespective of whether this may involve any degree of self -incrimination;

AISSMS COLLEGE OF ENGINEERING PUNE

Date: October 14, 2021

Ref: LTI/HR/EN3/Campus/2022

Name: Amey Sunil Khurdekar

College: All India Shri Shivaji Memorial Society's Institute of Information Technology,Pune

13 12 A4

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Amey Sunil Khurdekar,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on being selected as a **Graduate Engineer Trainee.** This offer is on the following terms and conditions, subject to a successful background check

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs.30000** as per the details mentioned in **'Annexure-1'.**

2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.

3. You are required to register yourself as an 'apprentice' on the apprenticeship portal http://www.mhrdnats.gov.in within [7] days from the date of this offer or once your final semester is completed as applicable. You shall be required to accept the offer on the portal site as well.

4. You will also be issued a detailed Letter of Appointment as Graduate Engineer Trainee subject to you meeting the eligibility criteria as mentioned in **'Annexure-2'**. Your appointment is in accordance with the Apprentices Act, 1961.

5. **Documents** - Your offer is subject to you submitting all the mandatory documents at the time of joining. You may also need to submit other such documents as Company deems fit from time to time. In order to facilitate the joining process, we require documents in original from your end, which are mentioned in **'Annexure-3'**.

6. **Background Verification** - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.

   If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this **Graduate Engineer Trainee Offer Letter** on the **CampBuzz Portal** (https:\\campbuzz.lntinfotech.com) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period on the Company portal and accept the offer on the portal within (7) days, the aforesaid offer automatically stands cancelled. Post registration on the CampBuzz portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

7. All Annexures appended herewith shall form an integral part of this letter.

8. Your engagement with the Company will be governed by the rules, regulations and policies of the Company in effect.

AISSMS COLLEGE OF ENGINEERING PUNE

ANNEXURE 4

Name : Amey Sunil Khurdekar Date : October 14, 2021

Salary Grade : GE2

Components	Rs. p.a.	Rs. p.m.
Basic		15000
Bouquet of Benefits		23800
A. Base Salary (PA)	465600	38800
Annual Incentive	0	
B. Total Variable (PA)	0	
C. Total Target Cash (A+B)	465600	
Provident Fund (PF)	21600	1800
Gratuity	8658	722
Mediclaim Premium	6773	
D. Retirals & Other Benefits	37031	
Cost to Company (CTC) C+D	502631	

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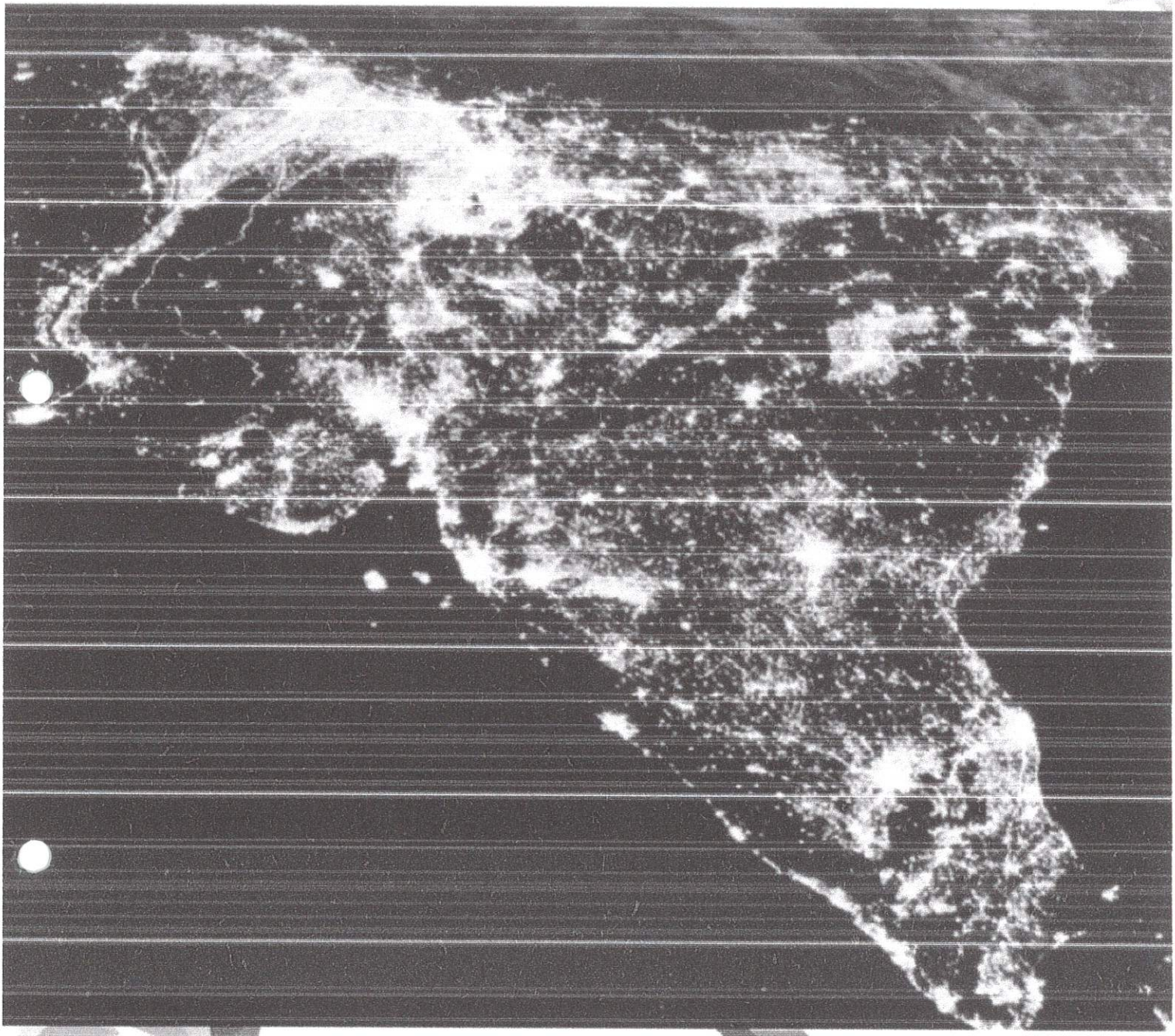
Jio DIGITAL LIFE



Welcome to Jio

A step towards building the future

AISSMS COLLEGE OF ENGINEERING
PUNE

Dear Amit Jeve,

We are delighted to welcome you to the Jio Family.

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

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

After accepting the offer:

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

Please complete the above in a timely manner to ensure a smooth and seamless joining experience. For any queries, please feel free to reach out to Shubhangi Shirasat at SHUBHANGI.SHIRASAT@RIL.COM.

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

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

Wish you good luck and a successful career at Jio!

With love, from Jio





Jio Values

The blueprint of our success

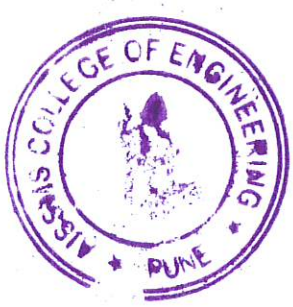
Dear Amit Jeve,

Here at Jio, everything we do is defined by our values. As a new addition to our family, we would like you to familiarize yourself with them before you join us.

Our values:

OWNERSHIP MINDSET	We will conduct ourselves to ensure highest standards of corporate citizenship
CUSTOMER VALUE	Everything that we do must delight our customer
ONE TEAM	We collaborate seamlessly, seeking and offering help as "One Team, One Vision"
RESPECT	We will express ourselves honestly but without disrespecting the sentiments of others
INTEGRITY	We follow the highest ethical standards to earn the trust of others
EXCELLENCE	We will not create, express or pass on anything that is mediocre

With love, from Jio



Jio Benefits
Making Life Beautiful

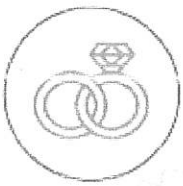
Dear Amit Jeve,

As a member of Jio Family, you enjoy certain benefits that have been designed to make your life at Jio beautiful and comfortable.

The Benefits include:



Company paid connection to support your digital life at Jio



Special Leaves and financial support to make your wedding memorable



Leaves for maternity, paternity and child adoption



Stay healthy and safe with periodic medical checkup and Health insurance

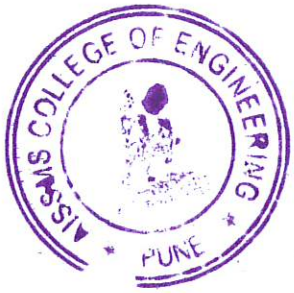


Paid time off for you to recharge yourself

And much more....

These benefits are subject to revision as per company policy. You may visit the Employee Self Service (ESS) portal after joining for further details on individual benefit.

With love, from Jio





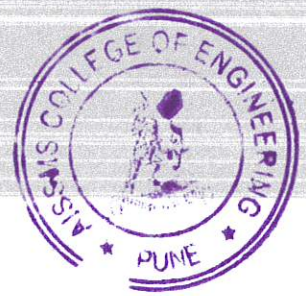
OFFER CUM APPOINTMENT LETTER

Amit Jeve

Sindhu Dutt Chambers, Dhole Patil Chowk,
Bund Garden , Pune,
Pune, Maharashtra - 411009

~~6031/69819559/15728753/080722/1146~~

Date : 8 July 2022





Amit Jeve

Date: 8 Jul 2022

6031/69819559/15728753/080722/1146

Dear **Amit Jeve**,

This is with reference to your application and subsequent test / interview you had with us, we are pleased to offer you employment in the **Manager Family** as **Assistant Manager** in the Job Role **Graduate Engineer Trainee** on the following terms and conditions:

01. PLACE OF POSTING

Your initial posting will be at **Mumbai RCP**.

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

You will join us as soon as possible but not later than **15 July 2022**.

02. COMPENSATION

Cost to Company: ₹ 7,00,001/- (₹ SEVEN LAKH ONE only) per annum.
CTC is the indicative cost to the company that includes following three major components:

A. Fixed Pay: ₹ 5,73,662/- (₹ FIVE LAKH SEVENTY THREE THOUSAND SIX HUNDRED SIXTY TWO only) per annum.
This includes Basic Salary and other allowances, benefits, perquisites etc as per the compensation policy of the company.

B. Retirals : ₹ 35,035/- (₹ THIRTY FIVE THOUSAND THIRTY FIVE only) per annum
This includes Provident Fund, Gratuity/Ex-gratia and Bonus as per applicable rules.

C. Performance Linked Incentive (PLI): ₹ 91,304/- (₹ NINETY ONE THOUSAND THREE HUNDRED FOUR only) per annum
(This is the maximum payout at Performance Level Significantly Exceeds Expectations).
PLI is a performance linked incentive and is the variable component of the compensation. This will be determined on the basis of your individual performance, your business unit performance, and overall Reliance performance as determined by the Central Apex Committee. PLI is payable subject to the employee being on the rolls of the company and not serving notice period on the date of disbursement, notwithstanding any delay on the announcement of such disbursement. If any other functionally relevant plan (Such as 'Sale Incentive Plan') is made applicable, the framework of such plan will be applicable instead of PLI.

In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company. **The available CTC components along with limits have been detailed in Annexure 1B.** Please note that the components within each category of payments are discretionary and the Company has the right to change these components any time without notice.
Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.



Jio Platforms Limited; CIN U72900GJ2019PLC110816
Registered Address : 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad 380006, Gujarat, India

Amit Jeve

6031/69819559/15728753/080722/1146

03. PROVIDENT FUND SCHEME:

You will become a member of the Provident Fund Scheme, as per the rules in force from time to time. The Company's contribution (including contribution to Central Government Pension Scheme) under this scheme is 12% of your Basic Salary plus personal special allowance (if applicable) with a matching compulsory contribution from you. You will be required to submit necessary enrolment/transfer forms to the HR Department immediately upon joining.

Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

Please review, acknowledge and accept the offer cum appointment letter with annexures including **"Terms & Conditions of Employment"** at Annexure II. These employment terms will be effective from the date of your joining the company and sets forth the terms and conditions under which Company would employ you and your acceptance of the offer of employment would be on these terms and conditions of employment.

This offer cum appointment letter shall automatically stand withdrawn, in case we do not receive your acknowledgement and acceptance within **ten days** from issue of this letter.

Your joining is subject to your timely accepting the offer cum appointment letter, verification of your pre-boarding documents as per Annexure II and you being declared medically fit by authorized Medical Officer.
We look forward to your joining our team for a long, successful and pleasant association.

Sincerely yours,

For Jio Platforms Limited.

AUTHORISED SIGNATORY

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.
I shall report for duty on _____

SIGNATURE: _____ **DATE:** _____

Jio Platforms Limited, CIN U72900GJ2019PLC110816
Registered Address : 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad 380006, Gujarat, India

Amit Jeve

6031/69819559/15728753/080722/1146

ANNEXURE 1-A- Compensation Break-up			
Name : Amit Jeve			
Components		Amount in ₹	
		Monthly	Annually
A. Fixed Pay			
1.	Basic Salary	17,368	2,08,418
2.	Personal Special Allowance	0	0
3.	Residual Choice Pay	18,824	2,25,884
4.	Medical Insurance Premium (For self spouse 3 dependent children and dependent parents)	2,794	33,528
5.	Group Personal Accident Insurance Premium	57	679
6.	Group Term Life Insurance Premium	79	944
7.	House Rent Allowance	8,684	1,04,209
	Total - Fixed Pay [A]	**47,806**	**5,73,662**
B. Retirals and Bonus			
1.	PF - Employer's Contribution (12% of [Basic Salary + PSA])	2,084	25,010
2.	Gratuity / Ex-gratia (4.81% of Basic Salary)	835	10,025
3.	Bonus (As per Act)	0	0
	Total - Retirals and Bonus [B]	**2,919**	**35,035**
C. Performance Linked Incentive (PLI)		**7,609**	**91,304**
Total CTC [Fixed Pay + Retirals and Bonus + PLI]		**58,334**	**7,00,001**

1. The income tax calculation is provisional and is based on the current Income Tax Rules. Any change in the Rules will impact the Income Tax projections.
2. The insurance premium and coverage amount are subject to revision based on the company policy.
3. For computing Provident Fund Contribution, Basic Salary and other statutorily applicable allowances will be considered. Therefore, the actual provident fund contribution may vary from the illustration in Annexure 1-A.
4. Employees covered under ESIC will not be covered under GHI, GPA and GTLI.
5. PLI is computed based on a combination of individual performance, business / functional performance of the area the employee is assigned to and (or) working for, and company performance. If any other functionally relevant plan (Such as 'Sale Incentive Plan') is made applicable, the framework of such plan will be applicable instead of PLI.

L.D. COLLEGE OF ENGINEERING

Jio Platforms Limited; CIN: U73900GJ2019PLC110816
Registered Address : 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad 380006, Gujarat, India

Annexure I-B Components of Compensation

The Company follows a Cost to the Company (CTC) structure that reflects the total cost of an employee to the organization and includes all direct & indirect payments including benefits, perquisites and subsidies. It is so designed to provide you flexibility to structure your compensation package. However, the components within each category of payments are discretionary and the company has right to change these components any time without notice.

The main components under Cost to Company Structure are:

A. Fixed Pay

A1. Basic Salary :

This is the base pay component of the fixed pay and is the reference salary for Provident Fund and Gratuity/Ex-gratia contribution. (Please refer **Point B Retirals** below.)

A2. Personal Special Allowance :

Personal special allowance is a fixed pay component and is part of the reference salary for provident fund contribution

A3. Residual Choice Pay (RCP) :

Residual Choice Pay is a fully taxable component. After joining, you may choose to distribute residual choice pay among various choice pay components as per your needs. Amount chosen under choice pay components will be reduced from residual choice pay.

You must choose the amount to be claimed under each choice pay component at the beginning of the financial year or within 7 days of joining the Company. Residual Choice Pay components like Fuel & Maintenance, and LTA are reimbursed based on the actual bills/supporting documents submitted. All bills / supporting documents must be provided by 15 January for the financial year. In case the actual bills fall short of the amount chosen, balance amount will be paid as taxable allowance.

The choice pay components offered by the company are mentioned below. These can change at any time in line with government regulations and company policy. Please visit policy section on Employee Self Services (ESS) portal for more details.

1. Conveyance Allowance
2. Children's Education Allowance
3. Children's Hostel Allowance
4. Leave Travel Assistance
5. Company Leased Vehicle
6. Fuel & Vehicle Maintenance Reimbursements
7. Sodexo / Accor Food Card
8. Gift Coupons

AISSMS COLLEGE OF ENGINEERING PUNE

Jio Platforms Limited: CIN U72900GJ2019PLC110816
Registered Address : 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad 380006, Gujarat, India

Amit Jeve

6031/69819559/15728753/080722/1146

A4. Group Hospitalization Insurance (GHI)

GHI provides risk coverage to you and your family members (spouse, dependent children and parents) in event of hospitalization. The coverage and mandatory debits in respect of the same are as follows:

#	Parameter	Description
1	Definition of Family	Self, Spouse, First 3 dependent children up to age of 25 years, 2 dependent parents
2	Floater Coverage (In Lacs)	₹ 5 Lacs
Insurance for family		
1	Family Insurance premium per annum	₹ 33,528
2	Self (insurance premium ₹ per annum)	Included in Family
3	Spouse (insurance premium ₹ per annum)	Included in Family
4	Children (First 3 up to the age of 25 years) (Insurance premium ₹ per child per annum)	Included in Family
5	Insurance Top up Type	Optional
6	Top-up coverage for family (In Lacs)	₹ 5 Lacs
7	Top-up Premium for family (₹ per annum)	₹ 13,841
Insurance for Dependent Parents		
1	Floater Coverage (In ₹ Lacs)	Included in Family
2	Insurance Premium for both parents (₹ per annum)	Included in Family
3	Top-up Coverage (In Lacs)	Included in Family
4	Top-up Premium for both parents (₹ per annum)	Included in Family
Eligibility		
1	Hospital Room	Up to Non-deluxe AC Single Room
Additional Benefits		
Not Applicable		

You need to visit Employee Self Service (ESS) portal post joining to declare your dependents for coverage under Group Hospitalization Insurance.

The insurance premium and coverage amount are subject to revision as per Company Policy.

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A5. Group Personal Accident Insurance

Group Personal Accident Insurance Benefit provides you risk coverage in case of any accidents occurring while working or outside of work resulting in partial or total disablement or casualty. Please visit Employee Self Service (ESS) portal post joining to add your nominees for GPAI. The insurance premium and coverage amount are subject to revision as per Company Policy.

A6. Group Term Life Insurance (GTLI)

GTLI provides coverage to your family members in the unfortunate event of death due to either accidents or natural causes. Total sum assured shall be payable to your nominee. However, nothing is payable on survival. You need to visit Employee Self Service (ESS) portal post joining to add your nominees for GTLI. The Insurance premium and coverage amount is subject to revision as per company policy.

A7. House Rent Allowance (HRA)

House Rent Allowance is paid in order to meet the expenses incurred on account of rented accomodation. HRA is 50% of your basic salary.

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B. Retirals

B1. Provident Fund

Employer contribution to the Provident Fund @ 12% of Basic Salary plus personal special allowance (if applicable).

The Company deducts 12% of your Basic Salary plus personal special allowance (if applicable) and makes an equal contribution, as per PF rules applicable currently. Both are remitted on a monthly basis to the company's PF Trust / RPFC. A part of the company's PF contribution is deposited to your PF Pension Fund / RPFC, to provide you with pension on retirement or after completing a specified period of service.

B2. Gratuity/Ex-gratia

Employer contribution to the Company's Gratuity Fund @ 4.81% of Basic Salary.

1. All Employees who have completed 5 years of continuous service with the Company are eligible to get gratuity on separation from the company. However, eligibility for contribution to the Gratuity Trust / Fund commences from the first day of employment.
2. In the event of separation before 5 years of continuous service, ex-gratia will be paid to the tune of gratuity accumulated and will be subject to prevailing Income Tax Rules, except in case of separation arising out of disciplinary grounds.
3. In the case of death, the minimum service requirement does not apply.
4. Gratuity is calculated as Last Drawn Basic Salary / 26 days x 15 days x number of completed years of service.
5. For calculating Gratuity, periods of service of 6 months or more will be considered as equivalent to one year and less than 6 months will not be counted.
6. Income Tax on Gratuity will be applicable as per Income Tax Rules.

B3. Bonus

Bonus is payable as per Bonus Act.

C. Performance Linked Incentive (PLI):

PLI is computed based on a combination of individual performance, business / functional performance of the area the employee is assigned to and (or) working for, and company performance.If any other functionally relevant plan (Such as 'Sale Incentive Plan') is made applicable, the framework of such plan will be applicable instead of PLI.

PLI / functional incentive will be payable provided the employee is on the rolls of the Company & not serving notice period, on the date of disbursement, notwithstanding any delay on the announcement of such disbursement. PLI / functional incentive will be subject to tax.

Note: All tax exemptions, where applicable, will be as per the prevailing tax rules and laws

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Annexure - II - TERMS AND CONDITIONS OF EMPLOYMENT

1. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

a. **Medical Fitness:** You being declared medically fit by a Medical Officer or by a Doctor specified by the Company and remaining medically fit.

b. **Verification of Particulars:** In case particulars mentioned in your application and the representations and warranties provided by you are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

2. TRANSFER:

Your employment is transferable to any other place/ establishment/ department/ division/ unit/ branch/ subsidiary/ affiliate of our client/ associate. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.

3. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits to be paid to you are in consideration of the terms, covenants, and conditions stated herein, and you represent and warrant to the company that;

a. You are under no contractual or other restriction or obligation which is inconsistent with the conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder;

b. You are under no physical or mental disability that would hinder the performance of your duties contained herein;

c. You shall not raise any issue of the reasonableness of the terms, covenants, and/or conditions in any proceeding to enforce these terms, covenants and/or conditions;

d. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, inconsistent herewith

e. You hereby agree and undertake to indemnify the Company, its affiliates and the directors, officers and employees of each of the foregoing and to hold them harmless from and against any and all third party claims they face, which give rise to any liabilities, damages, claims, costs and expenses (including legal expenses), due to any act, omission, violation or breach of any of your representations, warranties, and covenants;

f. The Company shall indemnify and defend you to the fullest extent permitted by the law of the State of Company's incorporation and the By-Laws of the Company with respect to any claims that may be brought against you arising out of any action taken or not taken in your capacity as an officer or director of the Company; provided, that, the Company shall not indemnify and defend you with respect to any claims brought against you relating to intentional or willful acts, or to other acts as to which indemnification is not allowable under applicable law.

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g. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and

h. The terms, covenants, and conditions set forth herein are essential for the Company's protection; and the Company has relied on these representations, warranties, and agreements by you.

4. DUTIES AND RESPONSIBILITIES:

a. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability. You agree that you will devote all of your working time, care and attention and best efforts to such duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules and regulations and directions of the Company and its clients.

You are required to engage yourself exclusively in the work assigned by the company and its client and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest and the interest of the company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.

b. **Non Solicitation:** You will not, during the course of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by the client or any of its associated companies or directly or indirectly induce any such employee to leave his or her employment.

This covenant shall survive the termination of your employment with the Company; and prohibits you from directly or indirectly inducing an employee with whom you have worked with or been in association with during your employment with the company.

c. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.

d. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial share or other beneficial interest in any business enterprise which is engaged in, or in competition with, any business engaged in by the Company or its clients. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business whose securities are traded on any national stock exchanges or in the over-the-counter market.

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e. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the client, specified from time to time. However, you may be required to work additional hours, as may be required from time to time, to carry out your duties and responsibilities effectively.

You may be required to work on any day of the year, including festival holidays, in the establishment. You will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

You shall be entitled to leave and other benefits as per the rules and regulations of the organization.

f. **Non-disclosure:** You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which you may know by virtue of your being the employee of the Company.

g. **Confidentiality:** You shall keep confidential all the information and material provided to you by the Company or by its clients concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company and its clients. Your obligation to keep such information confidential shall remain even on termination of this employment.

You shall not at any time, either during your employment or thereafter, except with prior written consent from the company, use for yourself or divulge or disclose, either directly or indirectly, to any person, firm or body corporate, any know-how, drawings or any trade secrets or your user ID and password for various IT applications provided to you or any confidential information as to method or process in connection with any activity of the company or any financial matter of the company which you may acquire during the course of your employment, concerning the business, activity, affairs or property of the company or its client or subsidiary companies, nor will you keep in your possession or pass on to others without proper written consent of the Management, any documents belonging to the company. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the missing of your credentials.

You are also expected to keep your salary package strictly confidential and not to share any information regarding the salary to anyone except your very close family members.

h. **Proprietary Rights:** You will disclose to us forthwith any discovery, invention, process or improvement made or discovered by you while in our service, and such discovery, invention, process or improvement shall belong absolutely to and be the sole and absolute property of the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Letter's Patent, Licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning,

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transferring or otherwise vesting the same and all benefits arising in respect thereof in favor of the Company or in favor of such other person or persons, firms or companies, as the company may direct as the sole beneficiary thereof.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

i. **Safe-keeping of Company's property:** You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.

j. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company. Also, you shall return to the Company, without condition, all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.

k. **Authorizations for activities:** You will not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company or those in authority over you.

You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

l. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its Group companies or any other employee or business associate of the Company or the Group Company in any public or non-public communication with any customer, client or member of the investment community or media or in any communication.

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m. **Confidential nature of terms of employment:** You agree that, except as may be required by applicable law you shall not disclose the terms of employment to any person other than your close family members.

n. **Model Release :** You hereby consent and authorize the Company and its successors, assigns, nominees, designees or those for whom they are acting, the right to copyright, and/or use, and/or publish photographic portraits or pictures of the employee, or in which the employee may be included in whole or in part, or composite, in conjunction with my own or any other picture, name or reproductions thereof in color or otherwise make through any media at its offices or elsewhere, for art, advertising, business or trade or any other lawful purpose whatsoever. With respect to the foregoing, no promises have been made to employee to secure his / her consent / authorization to this release. You hereby waive any right that you may have to inspect and approve the finished product or the advertising copy that may be used in connection therewith, or the use to which it may be applied. You hereby release, discharge, the Company and its nominees, designees, successors and assigns, or other form whom it is acting, from liability by virtue of any such portraits or pictures, or in any processing tending towards the completion of the finished product.

o. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company. You and the Company agree that the restrictions and remedies contained hereinabove are reasonable and that it is your intention and the intention of the Company that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

It shall be your responsibility to initiate legal process and / or lodge complaints in respect of offenses committed against the Company or the Company property or the affairs of the Company, as may be necessary, by virtue of the responsibilities attached to the office or role occupied by you in the course of the employment with the company.

5. TERMINATION OF EMPLOYMENT:

a. **Employment AT-WILL:** You and the Company acknowledge that the employment is and shall continue to be AT-WILL. This means, that you have the right to terminate your employment at any time and for any reason. Likewise, the Company may terminate your employment with or without cause at any time and for any reason. Accordingly, this letter is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.

b. **Performance:** Your appointment and subsequent continuation of employment with the Company is strictly based on your delivering consistently on the agreed performance parameters and business targets.

c. **Superannuation:** You will automatically retire from the service of the company on attaining the age of 58 years.

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d. **Absenteeism:** If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you:

i. Return to work within 8 days from the commencement of such absence, and
ii. Give an explanation to the satisfaction of the Management regarding such absence

e. **Medical Fitness:** The Management has the right to get you medically examined by any certified medical practitioner during the period of your service. In case you are found medically unfit to continue with the job, you may be terminated from employment.

f. **Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving 60 Days notice in writing or payment of pro rata 60 Days Basic Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving 60 Days notice in writing or by payment of pro rata 60 Days Basic Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of 60 Days, without any pay in lieu of the notice period.

g. **Termination for Misconduct:** Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, and commission of an act involving moral turpitude, any action of indiscipline or inefficiency. You may be placed under suspension pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.

h. **Harassment:** The Establishment considers harassment and discrimination of any nature to be an unacceptable form of Behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.

i. **Non-compete:** In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or other wise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business of our client or any of its Group Companies.

j. **Recovery of Payments:** In the event of separation (excluding death), you shall be required to refund to the Company, a part of Relocation Expenses amount reimbursed; in case you leave the company within 1 year from the date of disbursement of amount, you shall refund the entire relocation expenses reimbursed to you.

6. **GENERAL:**

a. **Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on stipulated terms and conditions. You will diligently and beneficially take part in the training and such assignments in accordance with company policies and directives. The cost of any such training shall be

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borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.

b. **Rules Regulations and Policy on Ethics**: You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time. You must observe the policies that the Company and our client publish from time to time. These include a requirement that you maintain the highest standards of conduct and act with the highest ethical principles. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

c. **Media Interaction:** You will not interact with the media - electronic, print or otherwise in

i. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the company unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.

ii. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Management. These will need to be combined with cautionary statements, wherever required.

iii. You shall also not disclose non-public information selectively to any particular group as it may lead to unfair advantage / discrimination.

iv. For any outside publication of books, articles or manuscripts which relate specifically to the Company or its client's business, policies and processes, you should take the approval of the Management prior to its release.

v. Any violation of the company's media policy, tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

d. **Dispute Jurisdiction:** It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Navi Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Navi Mumbai.

e. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

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Annexure - II

f. Age: Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.

g. Change of address: You will intimate in writing to the Management any change of address within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

h. Passport: It is desirable that you have a valid passport at all times and ensure that the same is renewed from time to time.

i. Suspension: You may be placed under suspension, without salary, pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.

j. Travel: You shall make your own transport arrangements to and fro from the place of work.

k. Documentation: Please submit the following documents, if not submitted earlier:

i. Certificates in support of your educational professional qualifications, experience, date of birth and other testimonials in original together with copies thereof.
ii. Three copies of your recent passport size photographs with blue background.
iii. Relieving letter & salary certificate from your last employer in case you are/were employed.
iv. Copy of Aadhar Card / Passport / Voter ID / License / any other document for photo identity and PAN card.
v. Copy of any Government Bill / Telephone Bill / Electricity Bill / Gas Bill / Bank Account Statement / Ration Card / Aadhar Card / Passport/ any other document as proof of your residence.

In case of one / more clauses of this letter of employment becomes untenable, the same shall not render the letter of employment null and void in its entirety.

The various clauses of this letter are to be read, understood, and interpreted in its entirety, and none of the clauses are severable from the remaining.

I confirm that this contract is in accordance with our mutual understanding and unconditionally and irrevocably accept the above terms and conditions.

Employee Name: Amit Jeve

Signature

Date:



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(15) A5

13th January 2022

Amrit Kumar
Pune

E-mail ID – amritkmr4272@gmail.com

Offer Letter

Dear **Amrit Kumar**,

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1.	Designation	:	**IT Trainee / InP - IT Trainee**	
2.	Company:	:	FIS Solutions (India) Private Limited	
3.	Place of Posting	:	Upper Ground Floor to 7th Floor, Westend Center One, Survey No. 169/1, Sector II, Aundh, Pune 411007, INDIA	
4.	Date of Joining	:	**14th February 2022**	
5.	Compensation & Benefits	:	Annual Base Pay : Rs.	**765,000** /-
			Performance Pay : Rs.	**57,375** /-
			Total Compensation (TC) : Rs.	**822,375** /-

- Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.
11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

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HEXAWARE

17 March 2022
Anjaneya Vijay Ghatge
EL – B.E / B.Tech
AISSMS College of Engineering

Dear **Anjaneya Vijay Ghatge,**

Congratulations! Further to your selection under Hexaware Mavericks program and your acceptance of the offer, we are pleased to offer you a position as "**Trainee**" from **17 March 2022** at **Chennai** office as per the following terms and conditions. Please note that this appointment letter supersedes all earlier letter/s issued to you and as such the earlier letter/s of appointment issued to you stand cancelled.

1. An amount of INR **15000**/-pm will be paid as stipend under Apprenticeship Act, 1961, for a period of up to **6** months i.e. during the classroom training. There will be no deduction of Provident Fund, Professional Tax and ESIC.
2. Post completion of the stipend period you will be paid salary as per the annexure attached and marked as Annexure "I".

3. The training period is of one year duration from the date of joining and shall comprise of classroom as well as on-the-job training. Upon completion of stipend period you will be re-designated as **Associate Software Engineer**. However, your on-the-job training would continue till you complete one year from the date of joining.

4. The continuation of your training and subsequent employment will be subject to you meeting the qualifying criteria during and at the end of the training period. Upon successful completion of training period you will be considered for an employment with the Company. For the sake of clarity the company may at its sole discretion evaluate you for permanent employment.

5. During the training period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training can be terminated by the Company without any notice or compensation. However, the Company reserves the right to terminate your services at any point in time on disciplinary grounds/ poor performance/ non-adherence to Company's rules and regulations and violation of any other terms of employment, without any notice or compensation.

6. In the event the company decides to hire you on permanent basis, provided you have successfully completed your training, the notice period for severance will be three months on either side or salary in lieu thereof. Salary for purpose of this clause means Basic Salary. However, the discretion to release you earlier than three months would be solely with the management. Notwithstanding anything contrary contained herein the notice period stated in this section is subject to any other agreement that the employee has entered into with the

Monica Malhotra

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company whether in past, present or future, AND in the presence of such agreement, the notice period stated in this section shall apply on completion of such other term / period / duration as agreed under any such documents / agreements.

7. In the event you are in breach of any terms and conditions of this letter or any of the applicable terms or policy as may be imposed by the company from time to time. Company may at its sole discretion terminate the training/ employment with immediate effect.

8. Your compensation is strictly confidential, and we expect that you maintain the confidentiality of the same at all times. Increments are not automatic but will be based solely on your performance as evaluated through the performance appraisal system or any other mechanism as the Company may deem fit for the purpose of deciding the same.

9. Your designation is merely indicative of the responsibilities which you are required to carry out. The Company shall be entitled to advise you, at any time, to perform any other administrative, managerial, supervisory, or other functions as per business needs and you will be bound to carry out such functions.

10. The Company may nominate you to attend trainings that might involve a considerable cost. Similarly you may be deputed to client's site to gain knowledge and utilize the same to execute projects in India/abroad. In view of this you will be expected to serve the Company, on completion of the training/knowledge transfer, for a specified period as required by the Company.

11. During the term of your employment with the Company, you agree not to undertake employment, whether full-time or part-time, as the Director/Partner/member/employee of any other organization or entity engaged in any form of business activity without the consent of Hexaware. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn or terminated at the sole discretion of the Company.

12. You shall at all times observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, and which according to the Company are necessarily confidential, form valuable property of the Company and not made available to the trade. Further, you will not disclose such data or information without written consent from the Company to anyone other than the Company's officials who are authorized to receive the same. You will sign the "Non-Disclosure Agreement" (NDA) at the time of joining and shall abide by the terms and conditions mentioned therein.

    Even after you have ceased to be in the service of the Company, the confidentiality obligations shall be perpetual and binding on you and you shall not disclose the same to anyone.

Monica Mathur

HEXAWARE

13. You will assign to the Company the right, title and interest in any invention or improvement that you may make solely or jointly in the course of your training period and subsequent employment which may be relating to the products/services marketed, based, developed and you will perform any acts, execute such documents without expenses to you, which in the judgment of the Company, may be needful or desirable to secure to the Company patent protection and any/all rights relating to invention or improvement.

14. You shall maintain proper discipline and dignity of office and shall deal with all matters with sobriety, utmost discipline and judiciousness.

15. You shall be governed by Hexaware Code of Conduct (COC) and will be required to sign an undertaking which will be given to you separately at the time of joining. You are always requested to read and comply with the same. Any breach of COC provisions or the terms and conditions of employment may result into termination and/or an appropriate disciplinary action.

16. You shall follow the daily attendance process laid down in the Company from time to time.

17. You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.

18. Due to business needs, you may be required to travel outside India. You are, therefore, advised to hold a valid passport at all times. Please submit a copy of your valid passport forthwith, if not submitted earlier. In case you do not possess a passport or if the same is no longer valid, you are required to obtain it, at your own expense, and submit to HR dept. within 45 days. You can use the TATKAL service for faster issuance of the passport. It would also be to your advantage to have a four-wheeler driving license as well.

19. As per income tax rules it is mandatory for you to submit a copy of your PAN (permanent account number) card at the time of joining. In case you do not possess it, you are required to obtain it, at your own expense, and submit to HR dept.

20. You will adhere to the dress code as laid down by the Company. You will also observe the work timings/holidays as applicable to your place of posting and as amended from time to time. Further, you should be prepared to work on any shifts, as may be warranted by the Company/client's work requirements.

21. You will inform the Company of any change in your residential address forthwith.

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22. During your training period /employment terms and in the event of ceasing the services of the Company for whatsoever reason, you agree that, in addition to any other limitation during the term of your employment and for a period of 1 year after the termination of your employment, you will not directly or indirectly:

    (i) Solicit or accept employment with any client / customer of Hexaware or its Subsidiaries, to which you provided services as a Hexaware employee.

    (ii) On your behalf or as a partner or as an officer, director, an employee, agent or shareholder or any other entity; or person or as a trustee, fiduciary of other representative or any other person or entity.

    (a) Employ, solicit the employment of, or encourage or aid any other party to employ or solicit the employment of any Hexaware employee or independent contractor.

    (b) Contact any persons or companies which are customers or prospective customers of Hexaware or any of its affiliates or subsidiaries for the purpose of soliciting the customers or prospective customers in competition with Hexaware its affiliates or subsidiaries nor solicit or divert or cause anyone to solicit or divert, any such customers or prospective customers from Hexaware its subsidiaries, affiliates.

    For the purpose of point No. (i) & (ii) above, Hexaware client / customer means and include any organization or person or Franchisee to which for a fee or charge, Hexaware has provided services. A prospective client / customer means a person, or another organization or person to which Hexaware has, within the twelve months period preceding such termination or separation of employment, has / has submitted a proposal to provide services, the preparation of which included your direct involvement.

23. It is agreed that it shall be open to the Company from time to time to vary any remuneration, benefit, facility or perquisite that may be extended to you.

24. Your appointment is transferable and the Company, at its discretion, may transfer you to any other department or to any place in India or outside India and as such you may, at any time, be transferred to any of the offices of the Company, its associates, organizations with whom the Company has transactions, whether the office, subsidiary, associate or organization is in existence today or is to be set-up hereafter. While every attempt will be made to give you reasonable advance notice of such transfer, in case of emergency such transfers may be made effective immediately.
    a) You will observe working timings and holidays as applicable to your location and place of work.
    b) On your transfer/deputation to any other place as stipulated in clause(10) you will observe the working timings and holidays as applicable to the location and place of work where you have been transferred/deputed, without any change in remuneration.

25. During your employment with the Company you will comply with the provisions of the Information Security policies, procedures and guidelines of Hexaware at all times and which shall extend beyond the normal working hours, whether inside or outside the office premises

Monica Mathur

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including customer site / location. Any violation will be viewed very seriously and attract strict disciplinary action.

26. If during the period of your employment with us you achieve any invention, process improvement, operational improvement or other processes/methods that will likely to be resulting into more efficient operation of any of the activities of the Company, the Company shall be entitled to use, utilize and exploit such improvements and you shall assign all your rights to the Company for the purpose of seeking any patent rights in respect thereof or for any other purpose.

27. Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or other data, tables, calculations, letter or other documents or any other writing or copy of writing of any nature whatsoever pertaining to the business of the Company or any of

    Its subsidiaries and the same are to be handed over back to the Company, failing which the Company shall treat it as breach of the Confidentiality obligations and shall be forced to take strict action against you.

28. You warrant that you are not in breach of any contract with any third party or restricted in any way in your ability to undertake or perform the duties of your employment. During the period of this employment you shall not draw, accept or endorse any cheque or bill on behalf of the Company or, in any way, the Company's credit except so far as you may have been authorized by the Company to do so, either generally or in any particular case.

29. 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. In the event a client seeks information pertaining to business aspect of your employment (including Resume), the company shall provide such information to the client without any notification to you.

30. If you remain absent for a continuous period of 3 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily abandoned your services and Company will be constrained to take necessary disciplinary action against you as per policy, your terms of employment and/or any other document.
31. Your appointment is subject to your submitting copies of mark sheets /certificates in respect of all your educational qualifications at the time of joining. You are required to submit all the mark sheets with respect to your graduation/post-graduation forthwith to the HR Dept., if same has not been submitted earlier. You should have also been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or

Monica Mathur

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any of the mark sheets/proofs in respect of your qualifications and any condonation of delay in submission of the same shall be at the discretion of the Company.

32. Your appointment and its continuance is subject to your being found and remaining medically (physically and mentally) fit. The Company reserves the right to ask you to undergo medical examination if and when considered necessary.
33. Your appointment and its continuance is subject to you clearing verification checks at the time of joining and thereafter, which includes criminal, previous employments, educational qualifications, reference checks and all such other checks. Any discrepancy found in the above will result in immediate termination of your services.
34. Also this appointment is subject to your not being a partner or relative of a Director of the Company within the meaning of Section 314 of the Indian Companies Act, 1956. A list of Directors is available in the Head Office for perusal.
35. The age for retirement from services of the Company is 58.
36. If any information furnished by you in your application for training or during the selection process or during your joining or post joining is found at any time during your employment to be incorrect or false, and /or if you have concealed any information regarding your qualifications and experience, the Company shall have the option to terminate your services without notice or compensation.
37. At all times you will be governed by the Company's rules and regulations (and practices) as enforced from time to time on matters whether specified herein or not, including but not limited to matters such as designation, emoluments and the structure thereof, working hours, etc. and also all the published policies of the Company. Also, Company's decision on all such matters shall be final and binding on you.
38. Your employment terms may be specifically enforced legally, if required. In this connection, if any of the provisions of this contract of employment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this contract shall continue in force and effect.
39. Any dispute or difference, whatsoever, arising between you and the Company, out of or relating to the construction, meaning or operation or effect of the terms of this letter and the earlier letter dated letter shall, unless resolved amicably shall be referred to Arbitration of Sole Arbitrator to be appointed by the Company. The Sole Arbitrator appointed shall be an Authority appointed by the Company and such appointment as Sole Arbitrator shall be acceptable to you. All proceedings under such Arbitration shall be held in Mumbai and would be in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and any statutory modifications or re-enactments thereof. It is agreed and understood that the courts in Mumbai only and exclusively shall be competent to entertain any application or petition pertaining to the arbitration agreement and/or arbitral proceedings pursuant to this clause and no other court elsewhere shall have jurisdiction to entertain any application or petition pertaining to the arbitration agreement and/or arbitral proceedings pursuant to this clause.

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40. The terms of this letter issued to you shall be binding for all purpose and shall at all times remain confidential and are not to be disclosed to any third party unless the matter is referred for arbitration in the circumstances mentioned above.

41. All the female employees, who will be completing minimum 80 working days with Hexaware, will be eligible for the following benefits under our Maternity Leave Policy:

    - Maternity Benefit of twenty-six weeks (including all the intervening Saturdays. Sundays and Company Declared Holidays) of which not more than eight weeks shall precede the date of her expected delivery, in first two instances of childbirth.
    - Maternity Benefit of twelve weeks (including all intervening Saturdays, Sundays & Company Declared Holidays), of which not more than six weeks shall precede the date of her expected delivery, for a woman having two or more than two surviving children.
    - A woman who legally adopts a child below the age of three months shall be entitled to maternity benefit for a period of twelve weeks(including all intervening Saturdays, Sundays & Company Declared Holidays) from the date the child is handed over to the adopting mother.
    - A woman getting a child through surrogacy shall be entitled to maternity benefit for a period of twelve weeks (including all intervening Saturdays, Sundays & Company Declared Holidays) from the date the child is handed over to her.

Please return the duplicate copy of this letter duly signed in token of acceptance of the terms and conditions of employment within seven days of you receiving this letter.

We look forward to your continued contribution and wish you all the best in your future endeavors.

With best regards,
For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur

Monica Mathur
Vice President, Recruitment-India & APAC

Monica Mathur

COLLEGE OF ENGINEERING PUNE

HEXAWARE

ANNEXURE I

NAME: Anjaneya Vijay Ghatge
EMP No.: 1000071624
Designation: Trainee

Date: 16 Sep 2022
DOJ: 17 March 2022
Grade: GET

	Monthly	Annual
Fixed components		
Basic	15,000	180,000
HRA	7,500	90,000
Statutory Bonus[1]	2,000	24,000
Flexible Component	6,075	72,900
Gross Salary	**30,575**	**366,900**
Other Annual Benefits		
Medical Insurance premium Contribution[2]		2,500
Retiral Benefits		
Provident Fund @12% of Basic	1,800	21,600
Gratuity premium contribution[3]	750	9000
Total Cost to Company		**4,00,000**

Notes:

1.Bonus amount will be paid monthly *to comply with the Payment of Bonus Act. The final bonus amount will be computed as per the provision of the Payment of Bonus Act post the closure of the financial year (January – December) and any shortfall or excess will be adjusted accordingly.*

2.You will be covered for medical insurance under the Group Hospitalization scheme of the Company.

4.You will be covered under the Gratuity Scheme of Hexaware Technologies Limited. You will be eligible to receive the benefits under this scheme, subject to a minimum of 5 years of continuous service with Hexaware

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COLLEGE OF ENGINEERING PUNE

2021-22 IS

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Gmail

ankita ugale <ankita23ugale@gmail.com>

Congratulations – Amazon offer details enclosed!

1 message

Student Connect APAC <noreply@qemailserver.com>
Reply-To: Student Connect APAC <studentconnect-apac@amazon.com>
To: Ankita <ankita23ugale@gmail.com>

Thu, Mar 17, 2022 at 2:51 PM

Hi Ankita,

You got the job! We are thrilled to extend you an offer to join Amazon as **Software Development Engineer** that starts on **June/July 2022 (tentative).**
Congratulations!

We know that managing school commitments and job interviews is a lot, and we appreciate the time and effort you dedicated to the process.

Please review your offer details below, and complete this survey by **March 21 , 2022** so we can capture your offer status and note your location preferences.
We also encourage you to take a look at the mandatory onboarding documents that you will need to submit closer to your start date.
To Prepare for your onboarding, please complete the below action item by **March 21, 2022.**
Review any personal information including name,current address and contact number on your Amazon Jobs Portal page.This information will be used for background checks and to generate your offer documents.

Base Pay	Sign-on Bonus Year 1	Sign-on Bonus Year 2	Restricted Stock Unit (RSU) Value (4 years) *
15,50,000	950,000	600,000	13,14,713

**The vesting cycle is 5% after Year 1, 15% after Year 2; and thereafter, 20% every six months until fully vested.*

The sign-on bonus is paid in monthly installments for both years. In addition, your offer includes the following benefits:

1. **Relocation allowance.** You are entitled to one of the two options for relocation if the city location of your offer is equal to or more than 250 km from your current location. We will ask for your decision closer to your start date.
   a. Lump sum (self-managed move). If you select this option, a one-time payment of INR 150,000 will be offered to you to cover all expenses related to relocation.
   b. Core package (Amazon-assisted move) detailed information will be shared closer to date of joining but will include travel, moving, storage, and transit stay.
2. **Leave policy.**
   a. Annual leave of 15 working days in a financial year.
   b. Sick leave of 12 calendar days in a financial year.
   c. Casual leave of 12 calendar days in a financial year.
   d. Mandatory and optional holidays of 10 days in a calendar year.
3. **Transportation service** is provided for select Amazon offices/entities and cities based on:
   a. Any tier 1 city (Bangalore, Hyderabad, Chennai, Mumbai, NCR and Kolkata), you will receive INR 4,000 per month.
   b. Any other city, you will receive INR 1,500 per month.

Note, employees of Amazon Transportation Services Pvt. Ltd. are not eligible to use transport service. The amount is deducted from your net salary if Amazon transport is utilized or provided as transport allowance (where Amazon transport is unavailable or employee not availing the facility), over and above base pay, subject to applicable tax withholding.

4. **Medical insurance cover** of INR 5,00,000 (family floater) for you and your dependents (spouse and up to two children).
5. **Accident insurance cover** for up to a maximum of three times annual base pay.
6. **Life insurance cover** for up to a maximum of four times annual base pay.
7. **Employee Assistance Program (EAP)** which helps employees (and up to two dependents) manage stress, achieve work-life balance, and live a healthier lifestyle by providing the counseling and motivation to be more successful at home and at work. Free counselling and support are available 24 hours a day, 7 days a week.
8. **Annual health check** which helps identify potential issues related to daily nutrition, fitness, and lifestyle habits.
9. **Home internet reimbursement** for up to INR 1,250 per month.
10. **Meal card** of INR 1,100 per month.

If you have questions, please email studentconnect-apac@amazon.com and our recruiting team will reply within three business days.

Once again, congratulations, Ankita! We are excited for you to come build the future with us!

Thank you,

Amazon Student Programs
/Volumes/dept/2016/Brand/EBDesign_2016_Brand_RecruitaconStyleGuide/assets/emailsig/test/emailsig_v01_sj_jobs.png
/Volumes/dept/2016/Brand/EBDesign_2016_Brand_RecruitaconStyleGuide/assets/emailsig/test/emailsig_v01_sj_linkedin.png
/Volumes/dept/2016/Brand/EBDesign_2016_Brand_RecruitaconStyleGuide/assets/emailsig/test/emailsig_v01_sj_fb.png

Follow this link to the Survey:
Take the Survey

Or copy and paste the URL below into your internet browser:
https://amazonuni.qualtrics.com/jfe/form/SV_8czAKG70XSRuCWi?Q_DL=7sntbyY8dwTI48I_8czAKG70XSRuCWi_MLRP_6s4KwMx40VZRqvQ&Q_CHL=email

COLLEGE OF ENGINEERING

Infrasoft Technologies Limited
Corporate Office: 904, 9th Floor, Ackruti Star, Central Road,
MIDC Andheri (East), Mumbai 400 093.
Tel: +91-22-6101 2200 Fax: +91-22-6101 2222
Email: corporate@infrasofttech.com, Website: www.infrasofttech.com
CIN : U72900MH1995PLC135094

InfrasoftTech
Fintech Digital Solutions

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InfrasoftTech/Selection/21-22/195

December 30, 2021

Apurva Solanke

Sub: Letter of Selection

Congratulations!!

We are pleased to confirm your selection under our Graduate Engineer Campus Drive 2022-23. Please find below the details of our preliminary offer.

1. You will be designated as **Trainee Associate Consultant** at grade **A** and will be based at any of our development centers in India.
2. Your exact date of joining will be communicated by mid 2022. A formal offer with breakup of your salary structure will be shared on the day of joining the organization.
3. You shall be entitled to an all inclusive annual gross compensation of **Rs. 500000.00/-** (Rs. Five Lakh only) per annum.
4. You will be on probation for a period of six months and would be confirmed upon successful completion of your probation based on your performance.

Undertakings:

A) You undertake that there are no claims of damages or legal actions of any nature instituted against you by any of your colleges graduated from / previous employers. Neither the colleges you have graduated from, nor your previous or current employer/s have instituted any action against you on account of any criminal activity, mis-appropriation of funds, operating in concert with competitors, undertaking dual profession, claims on loss or damage to company's property, harassment of co-workers etc. You further undertake that no legal cases of above nature have been instituted against you in past or currently in progress even in your personal capacity. You confirm that you have adequately declared any such information prior to you accepting this offer.

B) You are required to undergo pre-employment health check-up prior to joining. In addition you confirm that you have adequately declared in writing any kind of a medical problem which you may have had in past or present, prior to you accepting this offer.

C) You undertake that you have not been involved with drug abuse or have not been suffering problems with alcoholism. You confirm that any such history has been adequately disclosed by you to the company in writing prior you accepting this offer.

This offer is valid, subject to:

a. No adverse change in business plans of the company. Please note the organisation has full authority to withdraw your offer in case of any economic downturn within.
b. Completion of your graduation without any backlogs in your last semester.
c. The above undertakings proven true on accepting the offer & during the tenure of your association with the company.
d. All details furnished by you being proven true.
e. Satisfactory medical fitness certificate provided by you
f. Clearance of your Background Verification (includes Identity, Education, Criminal Court, Address & Global Database Check) from our contract agency.

Kindly confirm your acceptance by signing the duplicate of this letter.

Thanking you,
For **Infrasoft Technologies Limited**

Sonali Bhave
Global Head– Human Resources

COLLEGE OF ENGINEERING

PRIVATE & CONFIDENTIAL

20 17

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

Superset ID: 1278919

Letter of Intent ("LOI")

Dear Arun Bagbande,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Senior Analyst** and **A5** with **Capgemini Technology Services India Limited** (hereinafter referred to as"Capgemini").

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

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

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

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

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

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

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ANNEXURE 1

Arun Bagbande
Senior Analyst and A5

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 7,50,000/- (Rupees Seven Lakh Fifty Thousand only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

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HEXAWARE

Letter of Intent

June 20, 2022
Ashutosh Raykar
AISSMS College of Engineering, Pune

Dear Ashutosh Raykar,

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

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

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

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

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

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

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Vice President, Recruitment-India & APAC

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LTI
Let's Solve

Date: October 14, 2021

Ref: LTI/HR/EN3/Campus/2022

Name: Atharv Namdev Sakhare

College: All India Shri Shivaji Memorial Society's Institute of Information Technology,Pune

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Atharv Namdev Sakhare,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on being selected as a Graduate Engineer Trainee. This offer is on the following terms and conditions, subject to a successful background check

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be Rs.30000 as per the details mentioned in 'Annexure-1'.
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You are required to register yourself as an'apprentice' on the apprenticeship portal http://www.mhrdnats.gov.inwithin [7] days from the date of this offer or once your final semester is completed as applicable. You shall be required to accept the offer on the portal site as well.
4. You will also be issued a detailed Letter of Appointment as Graduate Engineer Trainee subject to you meeting the eligibility criteria as mentioned in 'Annexure-2'. Your appointment is in accordance with the Apprentices Act, 1961.
5. Documents - Your offer is subject to you submitting all the mandatory documents at the time of joining. You may also need to submit other such documents as Company deems fit from time to time. In order to facilitate the joining process, we require documents in original from your end, which are mentioned in 'Annexure-3'.
6. Background Verification - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.

   If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this Graduate Engineer Trainee Offer Letteron the CampBuzz Portal (https:\ \campbuzz.lntinfotech.com) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period on the Company portal and accept the offer on the portal within (7) days, the aforesaid offer automatically stands cancelled. Post registration on the CampBuzz portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.
7. All Annexures appended herewith shall form an integral part of this letter.
8. Your engagement with the Company will be governed by the rules, regulations and policies of the Company in effect.

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LTI
Let's Solve

9. The terms and conditions mentioned above are subject to change at any time at sole discretion of the Company and as per business demands without prior notice.

10. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

11. Post successful completion of 3 months and subject to joining the Company, your annual CTC including all benefits will be as per the details mentioned in 'Annexure-4'.

12. As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining.

    If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

    We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

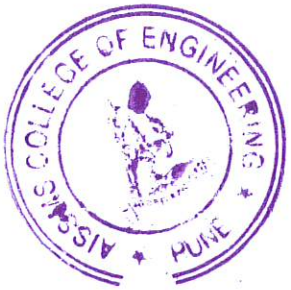
For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Director - Campus
Recruitment, Learning
& OD

I have read the letter and accept the same.

Signature and Date



LTI
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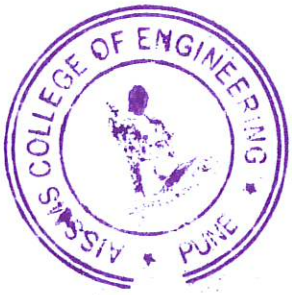
ANNEXURE-1

Name : Atharv Namdev Sakhare Grade : GA2	Date : October 14, 2021
COMPONENTS	Rs. (P. M.)
Stipend	30000

Medical Insurance Premium

The Group Mediclaim Policy of Company covers trainee, employee and Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.

Trainees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.



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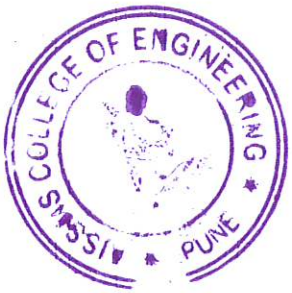
ANNEXURE-2

Eligibility Criteria for Engineering - Year 2022 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2022)	Less than 24 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA
	NOTE: • SSC /HSC should have cleared in FIRST ATTEMPT only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, final semester should have cleared in FIRST ATTEMPT only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation, Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above OR Equivalent CGPA
	• For the interview process, an aggregate of 60% & above till the results of the last conducted examination will be considered • Aggregate of 60% & above or equivalent CGPA must be obtained after declaration of final semester results
	• Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	• Conversion from CGPA into Percentage must be calculated as per your respective University norms
	• Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation, Post Graduation)	• No active/live backlogs allowed at the time of the interview process • All backlogs (if any) must be cleared with the final semester exams • All final semester subjects must be attempted and cleared in the First Attempt (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course)
	• Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2022 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization



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Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.

2. I am aware that this recruitment process is completely free of cost.

3. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.

4. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.

5. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement

6. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months from the date of my current interview process.

Candidate Signature: _____

Name: _____

Institute Name: _____

Mobile No: _____

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ANNEXURE-3

Please bring along with you the following documents in original and one copy of the same.

A. Duly acknowledged copy of the Graduate Engineer Trainee Offer Letter.

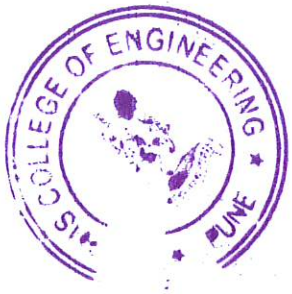
B. Non-Disclosure Agreement.

C. Two copies of your recent passport size photograph with white background.

Attested copies of the following

1. Proof of age.
2. SSC/HSC or equivalent examination mark sheets.
3. Diploma / Degree mark sheets for all the Semesters/Years.
4. Passport first & last page.
5. Four wheeler Driving License.
6. Pan card.
7. Aadhar card.

You are requested to note that our offer is subject to submitting the above documents.



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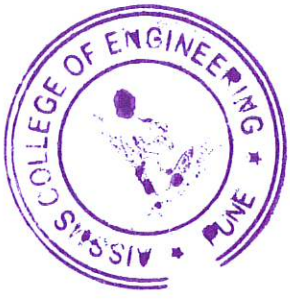
ANNEXURE-4		
Name : Atharv Namdev Sakhare	Date : October 14, 2021	
Salary Grade : GE2		
Components	Rs. p.a.	Rs. p.m.
Basic		15000
Bouquet of Benefits		23800
A. Base Salary (PA)	465600	38800
Annual Incentive	0	
B. Total Variable (PA)	0	
C. Total Target Cash (A+B)	465600	
Provident Fund (PF)	21600	1800
Gratuity	8658	722
Mediclaim Premium	6773	
D. Retirals & Other Benefits	37031	
Cost to Company (CTC) C+D	502631	



LTI
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Medical Insurance Premium:

The Group Mediclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.

Employees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.

Notes:

1) Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2) H.R.A. will be deducted for accommodation (if any) provided by the Company.
3) You are covered under the ESIC Act and there will be statutory deductions as per the ESI policy.
4) The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
6) The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7) Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

- Following are the components applicable to you under **Bouquet of Benefits (BOB).**

Components	Limits	Remarks
House Rent Allowance (PM)	10% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional

*Balance amount under BoB will be paid as Adhoc Allowance per month and will be fully taxable.

-You are required to declare your options under BoB in the SSC Portal.The guidelines relating to BoB are available under HR Policies.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

- Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.

COLLEGE OF ENGINEERING PUNE



CYBAGE
Delivering Value. Scientifically.

24 B19 20

Date: **February 14, 2022**

Letter of Offer

Dear **Atharva Ashok Jadhav,**

Further to your interview, we are pleased to offer you the position of **Trainee - Software Engineer** with our organization.

On joining the company, you will be on training for a minimum period of 3 months. The monthly stipend during your training period will be **Rs. 20,000/-** (including Provident Fund & deductions will be as applicable).

Subject to successful completion of the training, your employment will be confirmed as **Software Engineer.**

Please refer to the attached Annexure-1 for your salary structure and an explanation of its components.

Upon joining, you will be subject to the employee policies and practices of the Company. A summary of the present policies is included as Annexure-2 to this letter of offer for your reference. Also refer Annexure-3 for the list of documents to be submitted.

The date of joining and location will be informed to you by June, 2022.

Cybage may defer and/or cancel this offer at any time before or after your joining in case any information furnished by you is found incorrect or misleading.

We look forward to your joining Cybage at the earliest and wish you a successful career with us.

Thanking you,

Sincerely,
For Cybage Software Pvt. Ltd.

Tina Rastogi
Vice President - Human Capital Management

CYBAGE
Delivering Value. Scientifically.

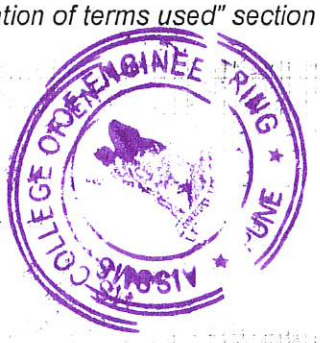
ANNEXURE-1

SALARY BREAK-UP

Name:	Atharva Ashok Jadhav
Designation:	Software Engineer
Department:	Engineering
Primary Skill:	Fresher
Location:	Pune

No.	Components of Salary	Amount Rs. (per annum)
A	**Monthly Salary components**	
i	Basic	180,000
ii	HRA	74,040
iii	Children Education Allowance	5,100
iv	Bonus \ Ex-Gratia	37,020
v	Conveyance Allowance	55,530
vi	LTA	18,510
vii	EPF Employer's Contribution	23,400
	ANNUAL GROSS FIXED SALARY	**393,600**
B	**Major benefits**	
vii	Gratuity	8,658
viii	Insurance-Mediclaim	6,600
ix	Insurance-Term Life	1,788
	TOTAL COMPENSATION (A+B)	**410,646**
C	**Variable Pay**	**39,360**
D	**COST TO COMPANY (A+B+C)**	**450,006**

**Details mentioned in the "Explanation of terms used" section in the next page.*



25 FIS 21 B11

January 28, 2022

Dhruv Paresh Shah

Bangalore

dhruvshah0302@gmail.com **Offer Letter**

Dear Dhruv Paresh Shah,

We are pleased to make you an offer of employment with us and this letter sets forth the terms of appointment.

1.	Designation	**IT Trainee / Global Title – InP - IT Trainee**
2.	Company	**Fidelity Information Services India Private Ltd**
3.	Place of Posting:	2nd & 3rd Floor, Tower 3, Block Warp, SJR I Park, EPIP Zone Whitefield Road, Bangalore – 560066
4.	Date of Joining	**27th June 2022**
5.	Compensation & Benefits	Annual Fixed Pay : **Rs. 765000/-** Performance Pay : **Rs. 57375/-** **Total Compensation (TC): Rs. 822375/-** Break up of above Compensation details are provided in Annexure I
6.	**Background Checks**:	Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
7.	**Confidentiality**:	You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
8.	**Notice Period**:	Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you **75 days** Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving **75 days** Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
9.	**Probation Period**:	You will be on probation initially for a period of **6 [six]** months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.

COLLEGE OF ENGINEERING PUNE

10. **Cause for Termination Means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

11. **Hours of Work**: Your normal working hours shall be 9 hours per day and 45 hours per week, including applicable intervals for rest. The Company also reserves the right to vary your hours of work and days of attendance, either on a permanent or temporary basis, dependent on business requirements. In the event of this you will be provided with reasonable notice.

The company follows a flexible working time system, which will enable You to choose your arrival and/or departure time from a range of available hours, subject to approval from your Reporting Manager. Further, you may be required to work in shifts or in a different weekly work schedule due to business reasons. You will be communicated about such differential schedule and work timings by your Reporting Manager.

You will be required to devote the whole of your time, attention and skill to the business and affairs of the Company both during normal business hours and during such additional hours, as permitted by Law as are necessary for the proper performance of your duties or as the Company may reasonably require from time to time.

Sharing of this information will result in withdrawal of your letter of offer

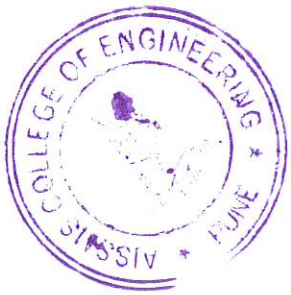
A detailed Appointment Letter will be issued to you soon after you have joined the Company.

The **Annexure II** needs to be accepted and signed along with this offer letter.

We look forward to having you on board with Team FIS.

Yours sincerely

Amol Gupta
People Leader - India and Philippines



ANNEXURE I

Compensation and Benefits

Name: Dhruv Paresh Shah **w.e.f.** 27-Jun-22

FIXED PAY

Particulars	Amount (PM)	Amount (PA)
Basic Salary	31,880	382,560
House Rent Allowance	15,940	191,280
Flexi Benefit Plan^	12,104	145,248
Employer's contribution to Provident Fund	3,826	45,912
BASE PAY (FIXED PAY)	**63,750**	**765,000**
Performance Bonus*		57,375
TOTAL COMPENSATION (TC)		**822,375**

ANNUAL BENEFITS

Benefit Particulars	Amount (PA)
Gratuity (As per payment of Gratuity Act)	18,402
Premium paid by the employer for Group Health Medical Insurance**	24,145
COST TO COMPANY (CTC)	**864,922**

* Your Performance Bonus represents the target amount (at 100% payout). Actual payouts can vary depending on performance and subject to the terms and conditions of the Incentive plan policy. Plan details are at the sole discretion of the company and subject to change.

Taxes and other statutory deductions/payments as per applicable law.

** To know your eligibilities for Group Health Medical Insurance, please refer to the policy

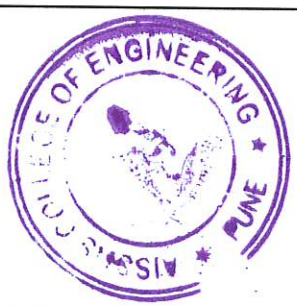
**You will also be covered as part of Group Term Life Insurance & Group Personal Accident policy. To know your eligibility please refer to the respective policy.

^ Please refer to FBP Policy for details

Your compensation can be restructured at any time protecting Total Compensation (TC)

All salary components are governed by the company policies and statutory guidelines

This salary sheet is strictly confidential and must not be discussed with anyone other than your Reporting Manager



ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT 2000

I **Dhruv Paresh Shah** , confirm that I am voluntarily sharing my Personal Information with **Fidelity Information Services India Private Ltd** for the following purposes:

a. Validating my Curriculum Vitae and retaining records on the same for any future reference/verification
b. Processing my job application including background verification checks and medical checks
c. Employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with **Fidelity Information Services India Private Ltd**.

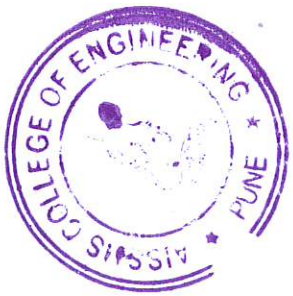
In this context, I also agree to the retention of such Personal Information by **Fidelity Information Services India Private Ltd** for any future reference/verification and authorize **Fidelity Information Services India Private Ltd** to transfer the same to a third party.

I understand that 'Personal Information' means any information, relating to me that is available with **Fidelity Information Services India Private Ltd** and is capable of identifying me.

Name: **Dhruv Paresh Shah**

Signature: _____

Date:



26
7/16

Offer Proposal from Whirlpool Pune

1 message

Sahil Billiardmaker <sahil_billiardmaker_teamlease@whirlpool.com> Mon 16 May, 2022 at 11:31 AM
To: Dipak Gaikwad <dipakgaikwad2904@gmail.com>
Cc: Deekshitha Rudra <deekshitha_rudra@whirlpool.com>

Dear Dipak Dnyandeo Gaikwad,

Congratulations!!

Whirlpool is pleased to extend an offer to you as a **Software Engineer** and your place of posting will be **Pune**. Your Joining Date will be **21st Jul 2022.**

We trust that your knowledge, skills and experience will be among our most valuable assets.

If you choose to accept this offer, as per company policy you will be eligible to receive the following beginning your date of joining:

- **Term Life insurance** - 4 times annual CTC.
- **Personal accident coverage**- As per policy.
- **Sim Card-** As per policy.
- **Employee Product Scheme:** Whirlpool products at 30% discount on Dealer price(As per company policy)

Applicant Name	Dipak Dnyandeo Gaikwad			
Designation	Software Engineer			
Global Job Level	Specialist			
Location	Pune			
Components	**Per Annum**	**Per Month**		
Cost to Company	600000	50000		
Basic	180000	15000	Basic	180000
House Rent Allowance	90000	7500	Allowances	319746
Conveyance Allowance	19200	1600		
Education Allowance	2400	200		
Special Allowance	200646	16721		
Total Allowances	492246	41021		
LTA	7500	625		
Total Benefits	7500	625	Retirals	30258
Provident Fund (12% of Basic)	21600	1800		
Gratuity (4.81% of Basic)	8658	722		
Total Retirals	30258	2522		
Statutory Bonus *	9996	833	PEP Bonus	69996
Performance Bonus	60000	5000		



27 B13 223

FIS

13th July 2022

Faizan Riyaz Mulla
Pune

E-mail ID – faizanmulla2000@gmail.com

Offer Letter

Dear **Faizan Riyaz Mulla,**

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1. Designation	:	**IT Trainee / InP - IT Trainee**	
2. Company:	:	FIS Solutions (India) Private Limited	
3. Place of Posting	:	Upper Ground Floor to 7th Floor, Westend Center One, Survey No. 169 1, Sector II, Aundh, Pune 411007, INDIA	
4. Date of Joining	:	**07th November 2022**	
5. Compensation & Benefits	:	Annual Base Pay : Rs.	**500,000 /-**
		Performance Pay : Rs.	**37,500 /-**
		Total Compensation (TC) : Rs.	**537,500 /-**

Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge,communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.
11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

AISSMS COLLEGE OF ENGINEERING PUNE

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12. **Hours of work** : Your normal working hours shall be 9 hours per day and 45 hours per week, including applicable intervals for rest. The Company also reserves the right to vary your hours of work and days of attendance, either on a permanent or temporary basis, dependent on business requirements. In the event of this you will be provided with reasonable notice.

    The company follows a flexible working time system, which will enable You to choose your arrival and or departure time from a range of available hours, subject to approval from your Reporting Manager. Further, You may be required to work in shifts or in a different weekly work schedule due to business reasons. You will be communicated about such differential schedule and work timings by your Reporting Manager.

    You will be required to devote the whole of your time, attention and skill to the business and affairs of the Company both during normal business hours and during such additional hours, as permitted by Law as are necessary for the proper performance of your duties or as the Company may reasonably require from time to time.

Sharing of this information will result in withdrawal of your letter of offer

A detailed Appointment Letter will be issued to you soon after you have joined the Company.

The Annexure II needs to be accepted and signed along with this offer letter.

We look forward to having you on board with Team FIS.

Yours sincerely

Amol Gupta
People Leader for COO – India & Philippines

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ANNEXURE - Compensation and Benefits

Name: Faizan Riyaz Mulla w.e.f. 07-Nov-22

FIXED PAY

Particulars	Amount (PM)	Amount (PA)
Basic Salary	20,840	250,080
House Rent Allowance	10,420	125,040
Flexi Benefit Plan^	7,906	94,868
Employer's contribution to Provident Fund	2,501	30,012
BASE PAY (FIXED PAY)	**41,667**	**500,000**
Performance Bonus*		37,500
TOTAL COMPENSATION (TC)		**537,500**

ANNUAL BENEFITS

Benefit Particulars	Amount (PA)
Gratuity (As per payment of Gratuity Act)	12,029
Premium paid by the employer for Group Health Medical Insurance**	28,226
COST TO COMPANY (CTC)	**577,755**

* Your Performance Bonus represents the target amount (at 100% payout). Actual payouts can vary depending on performance and subject to the terms and conditions of the Incentive plan policy. Plan details are at the sole discretion of the company and subject to change.

Taxes and other statutory deductions/payments as per applicable law.

** To know your eligibilities for Group Health Medical Insurance, please refer to the policy

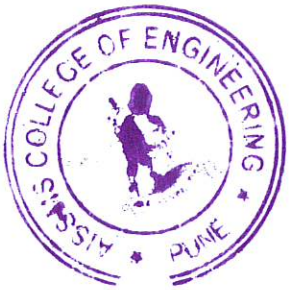
**You will also be covered as part of Group Term Life Insurance & Group Personal Accident policy. To know your eligibility please refer to the respective policy.

^ Please refer to FBP Policy for details

Your compensation can be restructured at any time protecting Total Compensation (TC)

All salary components are governed by the company policies and statutory guidelines

This salary sheet is strictly confidential and must not be discussed with anyone other than your Reporting Manager



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ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT 2000

I **Faizan Riyaz Mulla,** confirm that I am voluntarily sharing my Personal Information with **FIS Solutions (India) Private Limited** for the following purposes:

a) Validating my Curriculum Vitae and retaining records on the same for any future reference/verification

b) Processing my job application including background verification checks and medical checks

c) Employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with **FIS Solutions (India) Private Limited.**

In this context, I also agree to the retention of such Personal Information by **FIS Solutions (India) Private Limited** for any future reference/verification and authorize **FIS Solutions (India) Private Limited** to transfer the same to a third party.

I understand that 'Personal Information' means any information, relating to me that is available with **FIS Solutions (India) Private Limited** and is capable of identifying me.

Name: **Faizan Riyaz Mulla**

Signature: fallulla

Date: 15/07/2022

AISSMS COLLEGE OF ENGINEERING PUNE

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28 A18 24

Datametica Solutions Pvt. Ltd.
502, Zero1ne Building, Above Passport Office,
Mundhwa Road, Koregaon Park Extension,
Pune, Maharashtra - 411036, India
Phone - +91 20 66446300
www.datametica.com

datametica
GIVING DATA WINGS

Ref: DM/HR/2022-23
Date: 20-Jan-22

Subject: Internship Offer Letter

Dear Gaurav Garje,

We are pleased to offer your internship opportunity with our company **"Datametica Solutions Pvt Ltd" as an "Intern".** The Internship will begin on **14th February 2022** and will be effective till your final year results. During internship you will be paid an **Internship fee of INR 25,000/- per month.** The Internship fees payable to the Intern shall be subject to deduction of tax at source under the provisions of Income Tax Act and Rules made there under. Please be sure to bring [necessary documents] with you on your first day to complete your joining formalities.

During your Internship with Datametica Solutions Pvt Ltd, you may have access to trade secrets and confidential or proprietary business information belonging to Datametica Solutions Pvt Ltd. By accepting this offer, you acknowledge that this information must remain confidential and agree to refrain from using it for your own purposes or disclosing it to anyone outside of the company.

On successful completion of training and internship period, you will be confirmed as a full-time employee with Datametica i.e., as Associate Engineer.

This offer letter represents the full extent of the internship offer and supersedes any prior conversations about the position. Changes to this agreement may only be made in writing. Please review this letter in full, and sign and return to confirm your acceptance of the position no later than close of business on [22nd January 2022]. We look forward to having you begin your career at Datametica Solutions Pvt Ltd and wish you a successful internship. Welcome to our team!

Conditions For Internship:

- Nonparticipations in Campus Placements/ Interviews
- No Off campus and External offers

Yours truly,
For **Datametica Solutions Private Limited**
Mahesh Pankar
Authorized Signatory

Gaurav Garje

Digitally signed by Gaurav Garje
DN: cn=Gaurav Garje, c=IN, email=garjegaurav2000@gmail.com
Reason: I agree to the terms defined by the placement of my signature on this document
Location: Pune
Date: 2022.01.21 16:31:07 +05'30'

I hereby accept the above terms and conditions
Name: Gaurav Garje
Signature: _____

AISSMS COLLEGE OF ENGINEERING
PUNE

Gayatri Khedkar (29) 25 A33

VERITAS

Veritas Software Technologies India Private Limited
EON Free Zone, 3-02 Floor, Wing 4
Clusters, Plot No. 1
Survey No. 77, MIDC Knowledge Park
Kharadi, Pune - 411014, India www.veritas.com
Tel. 020-66370297, Fax No. : 020-66157700
Corporate Identification Number
U72200PN2015FTC154978

Data Privacy: You expressly consent to the processing (including collection, use, and local and international transmission to databases within the Company's Group or third-

party contractors storing such data on the Company's behalf) of your personal data. You may request and obtain access to your own personal data (where collected) and correct or delete such data (where appropriate). The Company's data privacy authorization is set out in the Employee Privacy and Data Protection Notice.

Entire Agreement: This Agreement, along with the Confidentiality and Intellectual Property Agreement and the Employee Privacy and Data Protection Notice, constitutes the entire agreement between the parties about its subject matter and supersedes all previous agreements, understandings and negotiations on that matter.

Conditions: This Agreement shall be interpreted and given effect in accordance with the laws of India. The parties agree to submit to the exclusive jurisdiction of the courts of the state of Maharashtra with respect to the adjudication of any dispute arising hereunder. Nothing in this Agreement shall operate to exclude or limit any liability for fraud. If any term or provision of this Agreement should be held by a court of competent jurisdiction to be invalid or in any way unenforceable it shall be severed and the remaining provisions shall not in any way be affected or impaired, and this Agreement shall be construed so as to most nearly give effect to the intent of the parties as it was originally executed.

Group or Group Company: For the purposes of this Agreement, the "**Group**" or "**Group Company**" means the Company, Veritas Technologies LLC ("**Veritas**"), any subsidiary of the Company or Veritas, any holding company of the Company or Veritas and any subsidiary of such a holding company. The expressions "subsidiary" and "holding company" shall have the meanings given to them by section 4 of the Companies Act 1956.

Employment with the Company is contingent upon verification of your personal and professional references. In addition, if you agree to the foregoing terms and conditions of your employment with the Company, please indicate your acceptance by signing the acknowledgment below.

This offer is valid for 5 business days from the date of this letter.

I look forward to working with you in the future. I am sure you will find the Company a challenging and rewarding place to be.

For,
Veritas Software Technologies (India) Private Limited

Leucadia Milly Sandeep
India HR Lead - (Business Partner & Talent Acquisition)

AISSMS COLLEGE OF ENGINEERING
PUNE

VERITAS

Veritas Software Technologies India Private Limited
FDN Free Zone, 6-02 Floor, Wing 4,
Cluster A, Plot No. 1
Survey No. 77, MIDC Knowledge Park,
Kharadi, Pune - 411014, India www.veritas.com
Tel: 020-66570297, Fax No. : 020-66157709
Corporate Identification Number
U72200PN2015FTC154978

- if you are dishonest or engaged in serious or persistent misconduct or, without reasonable cause, neglect or refuse to attend to your duties or fail to perform any of your obligations hereunder, or breach the terms of this Agreement, or fail to observe the Company's disciplinary rules or any other regulations of the Company from time to time in force, or fail to perform your duties to the satisfaction of the Company;
- if you become bankrupt or have a receiving order made against you, or make any general composition with your creditors;
- if you commit any act that is in contravention of any laws of India and undergo police investigation therefor, without satisfactory explanation to the Company, or if you are present in Company's premises under the influence of alcohol and/or any other intoxicating substances; and/or
- if you are **absent** from work without the Company's consent for a continuous period of **three working days**, unless your absence is due to circumstances beyond your control or later is excused by medical certification valid for the period of absence

In the event that your employment with the Company is terminated for any other reason, the Company will provide 60 days' notice (or such greater amount of notice as may be required by law) or payment in lieu of notice. If you voluntarily terminate your employment with the Company, you must provide us with 60 days' written notice.

During any period of notice, you may be required by the Company, in its absolute discretion, not to contact its employees, customers or suppliers, not to attend at your place of work at any time and not to perform any duties for the Company or to perform only such duties, specific projects or tasks as are assigned to you expressly by the Company, for such period and at such place or places (including, without limitation, your home) as the Company deems appropriate, provided that you will be entitled to receive full pay and benefits (excluding any commission or bonus) during such period. For the avoidance of doubt, you will remain the Company's employee during any such period and may not carry out any work for any third party.

Effect of Termination: Upon termination of this Agreement pursuant to the section on Termination for cause set out in clause 12, you shall not be entitled to any compensation, severance pay, or indemnity whatsoever.

Policies of the Company: You are subject to the policies, procedures and rules of the Company (**"Policies"**) as amended from time to time. For the avoidance of doubt, the Policies do not create contractually binding obligations on the Company, however, failure on your part to comply with the Policies may result in disciplinary action up to and including termination of your employment.

Restrictive Covenant: You will not for a period of six (6) months after the termination of your employment (without the previous consent in writing of the Company) and whether on your own account or for any other person, firm or company directly or indirectly in connection with any business similar to or in competition with the business of the Company solicit or endeavor to entice away from the Company any person, firm or company (a) who or which in the 12 months prior to the end of your employment shall have been a client or supplier of or in the habit of dealing with the Company and (b) with whom or which you had personal dealings in the course of your employment in the 12 months prior to the end of your employment.

You will not for a period of six (6) months after the termination of your employment (without the previous consent in writing of the Company), either alone or in association with others (i) solicit, or permit any organization directly or indirectly controlled by you to solicit, any employee of the Company to leave the Company, or (ii) solicit for employment, hire or engage as an independent contractor, or permit any organization directly or indirectly controlled by you to solicit for employment, hire or engage as an independent contractor, any person who was employed by the Company at the time of the termination or cessation of your employment with the Company; provided, that this clause (ii) shall not apply to any individual whose employment with the Company has been terminated for a period of twelve months or longer.

VERITAS

Veritas Software Technologies India Private Limited
Tel. 020-66157001, Fax No : 020-66157709
Corporate Identification Number

the Company's satisfaction with the results of any reference and background checks, which shall include without limitation – interviewing past and current employers and verifying educational and professional and qualifications. For business requirements, you may also be required to undergo a criminal check. If you provide or cause someone else to provide any false or misleading information, or if the Company is not satisfied in its absolute discretion with the results of the reference/background checks, then this offer and any acceptance of it by you will be deemed to be null and void and of no effect. If you have commenced employment, your employment may be terminated immediately and without any payment of salary in lieu of notice. As part of our joining procedure, you will be required to provide details of criminal proceedings, if any have been initiated against you before joining the Company. If there are none, you will be required to provide a written declaration stating so.

Duties and Responsibilities: You shall perform the duties and responsibilities as set by the Company and that are consistent with your position within the Company. You must act in the best interests of the Company, serve it faithfully and diligently and comply with all legal requirements applicable to you and all lawful directions issued to you by the Company from time to time. You agree that you shall not at any time during the term of this Agreement, without the prior written consent of the Company, be engaged, employed, concerned or interested, directly or indirectly, in any other employment, business or occupation that may flict with your duties to the Company.

Salary: You will receive an annual gross base salary of Indian Rupees ₹950,000.00 payable in monthly installments (Please review the attached Salary annexure sheet for the detailed breakup of the above mentioned compensation before the acknowledgement, which forms the part of this offer letter). Such salary shall be subject to all applicable withholding income tax requirements and other applicable deductions.

Annual Incentive Plan: Based on your position, you are eligible to participate in the Annual Incentive Plan (AIP), a discretionary incentive program that rewards the achievement of Veritas Technologies LLC's financial objectives. This plan may be amended, withdrawn or replaced without notice and at the Company's sole discretion, subject to applicable local law. Under the current program, you will be eligible for an annual bonus target of 7% of your annual salary/OTE. Your actual payment may be higher or lower depending on company performance and will be prorated based on your hire date in relation to the current fiscal year AIP plan. Details of the AIP plan will be made available to you once you begin your employment with Veritas. To receive the award, you must satisfy all eligibility requirements of the Program, which will be available to you after you begin your employment.

Annual Leave: You will receive annual leave in accordance with the Company's annual leave policy. The details of this policy may be found at HR VHelp.

Public Holiday: You shall be granted public holidays as listed for office employees by the local Government.

Suspension: The Company further reserves the right to suspend you with or without pay from employment during any period where the Company is investigating your alleged misconduct and/or any breach (including but not limited to any breach of the Policies as defined below or any other regulations) by you.

Termination: The Company shall, at its sole discretion, be entitled to suspend you without pay, demote you or terminate your employment immediately upon written notice (but without prejudice to the rights and remedies of the Company for any breach of this Agreement and to your continuing obligations under this Agreement) and without any payment of salary in lieu of notice in any of the following cases, which are deemed "for cause":

AISSMS COLLEGE OF ENGINEERING PUNE

VERITAS

Veritas Software Technologies India Private Limited
FDN Free Zone, 6-02 Floor, Wing 4,
Cluster-A, Plot No. 1
Survey No. 77, MIDC Knowledge Park,
Kharadi, Pune - 411014, India www.veritas.com
Tel: 020-66970297, Fax No. : 020-66157709
Corporate Identification Number
U72200PN2015FTC154978

05-05-2022
Gayatri Khedkar (Gayatri Khedkar)
Pune

Dear Gayatri,

Appointment as Assoc Software Engineer

We are pleased to offer you the appointment as Assoc Software Engineer with Veritas Software Technologies (India) Private Limited.

This offer is subject to your acceptance of the following terms and conditions:

Designation: You will be appointed as Assoc Software Engineer or such other position determined by the Company from time to time (in which case the terms of this employment agreement **(the** "Agreement") will continue to apply to your new position). You will be initially be reporting to Hemant Marathe, Dir, Development, or such other person or position, as determined by the Company from time to time.

Date of Commencement: This offer is contingent on your reporting to your manager on the Date of Commencement. As agreed, you will commence your employment with the Company on 11-07-2022. If you do not report to your manager on the Date of Commencement, the Company is entitled to treat this offer and any acceptance thereof as null and void.

This offer is contingent on: (i) you obtaining at least a CGPA of 5.5 from your university ("Results") and producing to us documentary evidence of the same, and (ii) you obtaining and maintaining at all times any required work permits/qualifications for you to lawfully work for the Company in India. If you do not achieve the Results / do not produce relieving letter, or if you do not have and maintain any such work permits/qualifications, this offer and any acceptance hereof is deemed null and void, your employment will be terminated immediately and you agree that you are not entitled to any notice, or payment of salary in lieu of notice.

Site of Employment: The normal place of work will be Pune. You may be required to work at any premises of the Company, and its affiliates, or at the premises of their customers, clients, suppliers or associates within India, or abroad, from time to time. You agree to work in accordance with the Company's scheduled time. You recognize that your duties may require you to engage in travel on behalf of the Company and that flexible hours must be maintained based upon the needs of the customers. You expressly agree to accept such reasonable travel and hours of work without additional compensation to the extent allowed under local labor law.

Previous Employment: If you are employed, you are expected to join the Company only after your present employer formally relieves you. You are required to submit the relieving letter from your present employer to the Company. The Company will not be liable for any consequences arising out of any of your previous employments. You hereby agree that you are not subject to any terms or conditions (whether contractual or otherwise) which restrict or may restrict your ability to carry out your duties for the Company or any Group Company.

Background Check: The offer of employment is subject to and contingent upon verification of the details provided by you and

Signature: Gayatri Khedkar
Gayatri Khedkar (May 6, 2022 19:11 GMT+5.5)

Email: khedkargayatri01@gmail.com

30 26 A51

HARBINGER SYSTEMS

Harbinger Systems Pvt. Ltd.

STRICTLY PRIVATE AND CONFIDENTIAL

July 15, 2022

Mr. Harshawardhan Paygude
104 Paygude Niwas, Janwadi,
Arun Kadam Chowk, Model Colony,
Pune - 411016
Maharashtra

Subject: Offer of Employment

Dear **Harshawardhan**,

Congratulations! Further to your application and discussions held, we are pleased to offer you a position of **Trainee Software Engineer.**

Your total compensation will be Rs. **400000**/- per annum, the details of which are specified in Annexure A.

You are required to join us on or before **July 18, 2022**, failing which this offer stands cancelled.

2 days before your joining, you will be sent an onboarding link where you will be required to complete your onboarding and upload documents as needed by the company. We will need the following documents – Aadhar Card, PAN Card, Experience and relieving letters from your previous TWO companies, highest educational qualification (certificate + marksheet), Photocopy of Provident Fund (PF) & UAN (along with company code - which should be available on your salary slip). Inability to complete the onboarding process before your joining might result in your offer of employment being withdrawn. Your association with the company will be subject to a successful background verification check.

Our salary accounts are with HDFC and ICICI Banks. If you have an existing account with these banks, you can transfer these accounts to a salary account.

You are required to send us your acceptance of this offer within 3 calendar days from the date of offer, failing which the offer automatically stands cancelled.

Registered Office Address:
Harbinger Systems Pvt. Ltd
139, "Siddhant", Survey No. 97/6, Off. Paud Road,
Kothrud, Pune 411 038, Maharashtra, India

Phone No.: +91-20-6626 0100 / 6720 3000 / +91-20-25284201/2/3

Website: www.harbinger-systems.com
E-mail: info@harbinger-systems.com
CIN: U72200PN1997PTC112423

COLLEGE OF ENGINEERING PUNE

HARBINGER

The contents of this offer letter are confidential information of the company. Irrespective of whether or not you accept this offer, you shall at all times maintain absolute confidentiality of the content of this offer as well as any information which was disclosed to you pursuant to your discussions with the Company. Any disclosure of the contents of this offer to any third-party will be construed as a serious breach and the Company may initiate appropriate action against you.

A detailed appointment letter will be issued to you on the day of your joining, and your association will begin after you accept this letter and all other terms and conditions of the company.

On your joining date, please report to the Talent Management team for the joining formalities.

Harshawardhan, we look forward welcoming you onboard, and look forward to a long rewarding and fulfilling career with us.

With best wishes,

For Harbinger Systems Private Limited

Premlata Mangudkar

Premlata Mangudkar
Associate Director - Talent Management

I accept this offer

Harshawardhan Paygude

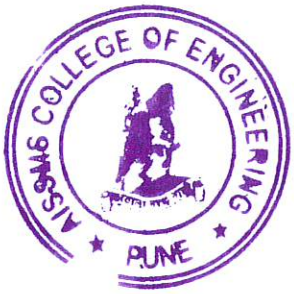
Signature

This is a system generated and electronically signed letter

AISSMS COLLEGE OF ENGINEERING PUNE

HARBINGER

Annexure A		
Compensation Statement		
Effective from: July 18, 2022 Name: Harshawardhan Paygude Designation: Trainee Software Engineer Group Company: Harbinger Systems Private Limited		
Component	Monthly	Annual
Basic	13,000.00	156,000.00
House Rent Allowance (HRA)	6,500.00	78,000.00
City Compensatory Allowance (CCA)	5,375.00	64,500.00
Basket Reimbursements - Petrol, Telephone/Mobile/Broadband, Books and Learning and Development (Optional)*	0.00	0.00
Ex-Gratia / Bonus (Paid in advance)	2,600.00	31,200.00
Leave Travel Allowance (LTA)	2,600.00	31,200.00
Fixed Salary (A)	30,075.00	360,900.00
Statutory / Other Benefits (B)		39,100.00
Provident Fund (Employer's contribution)	1,800.00	21,600.00
Gratuity as per act		7,500.00
Insurance Benefits (Indicative annual average amount)		10,000.00
ESIC (As per act, if applicable)		0.00
Annual Cost to Company (A+B)		400,000.00
Group Mediclaim Policy, Group Personal Accident Insurance, Group Term Life Insurance (as per policy)		
*Basket Reimbursement needs to be opted for within the first 2 months of joining. By default, your Basket Allowance will be set as Zero. The option chosen by you will continue till your next salary review		
The above compensation will be subject to the standard deduction of income tax and other statutory deductions at source as per the applicable laws		
In the event there is any enhancement in the total emoluments to be paid to you on account of change in any statute or notification, then the said enhanced payment will be adjusted from the total CTC payable to you as shown hereinabove. In such a case the company will have the right to restructure your emoluments within the specific CTC		



02nd February 2022

Hemant Ashok Ramteke
Pune

E-mail ID – abhi.ramteke20@gmail.com

Offer Letter

Dear **Hemant Ashok Ramteke,**

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1. Designation	:	**IT Trainee / InP - IT Trainee**	
2. Company:	:	FIS Solutions (India) Private Limited	
3. Place of Posting	:	Upper Ground Floor to 7th Floor, Westend Center One, Survey No. 169/1, Sector II, Aundh, Pune 411007, INDIA	
4. Date of Joining	:	**14th February 2022**	
5. Compensation & Benefits	:	Annual Base Pay : Rs.	**500,000 /-**
		Performance Pay : Rs.	**37,500 /-**
		Total Compensation (TC) : Rs.	**537,500 /-**

Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.
11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

AISSMS COLLEGE OF ENGINEERING PUNE

ANNEXURE
Compensation and Benefits

Name: **Hemant Ashok Ramteke** **w.e.f.** **14-Feb-22**

FIXED PAY

Particulars	Amount (PM)	Amount (PA)
Basic Salary	20,840	250,080
House Rent Allowance	10,420	125,040
Flexi Benefit Plan^	7,906	94,868
Employer's contribution to Provident Fund	2,501	30,012
BASE PAY (FIXED PAY)	41,667	500,000
Performance Bonus*		37,500
TOTAL COMPENSATION (TC)		537,500

ANNUAL BENEFITS

Benefit Particulars	Amount (PA)
Gratuity (As per payment of Gratuity Act)	12,029
Premium paid by the employer for Group Health Medical Insurance**	24,145
COST TO COMPANY (CTC)	573,674

* Your Performance Bonus represents the target amount (at 100% payout). Actual payouts can vary depending on performance and subject to the terms and conditions of the Incentive plan policy. Plan details are at the sole discretion of the company and subject to change.

Taxes and other statutory deductions/payments as per applicable law.

** To know your eligibilities for Group Health Medical Insurance, please refer to the policy

**You will also be covered as part of Group Term Life Insurance & Group Personal Accident policy. To know your eligibility please refer to the respective policy.

^ Please refer to FBP Policy for details

Your compensation can be restructured at any time protecting Total Compensation (TC)

All salary components are governed by the company policies and statutory guidelines

This salary sheet is strictly confidential and must not be discussed with anyone other than your Reporting Manager

ASS 28

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HEXAWARE

Letter of Intent

May 06, 2022
Hrishikesh Rapatwar
AISSMS College of Engineering, Pune

Dear Hrishikesh Rapatwar,

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

During the training period you will be entitled for a stipend of Rs.25000/- pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs.6.00 Lac per annum.
You are required to sign a service agreement for a period of 2 years before the start of training programme.

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

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

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

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Vice President, Recruitment-India & APAC

HEXAWARE TECHNOLOGIES LTD.
Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape, Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500
(CIN) : L72900MH1992PLC069652URL: www.hexaware.com

AISSMS COLLEGE OF ENGINEERING * PUNE *

FIS

33

04th February 2022

Indrajeet Rajkumar Sonekar
Pune

E-mail ID – indrajitsonekar@gmail.com

Offer Letter

Dear **Indrajeet Rajkumar Sonekar,**

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1.	Designation	:	**IT Trainee / InP - IT Trainee**
2.	Company:	:	FIS Solutions (India) Private Limited
3.	Place of Posting	:	Upper Ground Floor to 7th Floor, Westend Center One, Survey No. 169/1, Sector II, Aundh, Pune 411007, INDIA
4.	Date of Joining	:	**14th February 2022**
5.	Compensation & Benefits	:	Annual Base Pay : Rs. **500,000 /-** Performance Pay : Rs. **37,500 /-** Total Compensation (TC) : Rs. **537,500 /-**

Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.
11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

VISHWAKARMA COLLEGE OF ENGINEERING PUNE

ANNEXURE
Compensation and Benefits

Name: Indrajeet Rajkumar Sonekar **w.e.f.** 14-Feb-22

FIXED PAY

Particulars	Amount (PM)	Amount (PA)
Basic Salary	20,840	250,080
House Rent Allowance	10,420	125,040
Flexi Benefit Plan^	7,906	94,868
Employer's contribution to Provident Fund	2,501	30,012
BASE PAY (FIXED PAY)	**41,667**	**500,000**
Performance Bonus*		37,500
TOTAL COMPENSATION (TC)		**537,500**

ANNUAL BENEFITS

Benefit Particulars	Amount (PA)
Gratuity (As per payment of Gratuity Act)	12,029
Premium paid by the employer for Group Health Medical Insurance**	24,145
COST TO COMPANY (CTC)	**573,674**

* Your Performance Bonus represents the target amount (at 100% payout). Actual payouts can vary depending on performance and subject to the terms and conditions of the Incentive plan policy. Plan details are at the sole discretion of the company and subject to change.

Taxes and other statutory deductions/payments as per applicable law.

** To know your eligibilities for Group Health Medical Insurance, please refer to the policy

**You will also be covered as part of Group Term Life Insurance & Group Personal Accident policy. To know your eligibility please refer to the respective policy.

^ Please refer to FBP Policy for details

Your compensation can be restructured at any time protecting Total Compensation (TC)

All salary components are governed by the company policies and statutory guidelines

This salary sheet is strictly confidential and must not be discussed with anyone other than your Reporting Manager

VERITAS

34

Veritas Software Technologies India Private Limited,
Tower 1, Panchshil Business Park, Survey No. 24, Baliewadi, Taluka Haveli, Pune- 411045, Maharashtra, India.
Tel: 020-66157000, Fax No.: 020-66157001, www.veritas.com
Corporate Identification Number: U72200PN2015FTC154921

26-07-2022

Ishwari Shirish Chankeshwara

Pune

Dear Ishwari Shirish Chankeshwara,

Appointment as Assoc Software Engineer

We are pleased to offer you the appointment as Assoc Software Engineer with Veritas Software Technologies (India) Private Limited.

This offer is subject to your acceptance of the following terms and conditions:

esignation: You will be appointed as Assoc Software Engineer or such other position determined by the Company from time to time (in which case the terms of this employment agreement **(the** "Agreement") will continue to apply to your new position). You will be initially be reporting to Sandeep Sangoram, Sr Mgr, Development**,** or such other person or position, as determined by the Company from time to time.

Date of Commencement: This offer is contingent on your reporting to your manager on the Date of Commencement. As agreed, you will commence your employment with the Company on 03-08-2022. If you do not report to your manager on the Date of Commencement, the Company is entitled to treat this offer and any acceptance thereof as null and void.

This offer is contingent on: (i) you producing to us the relieving letter from your prior employer no later than 45 days from date of commencement, and (ii)] you obtaining and maintaining at all times any required work permits/qualifications for you to lawfully work for the Company in India. If you [do not produce relieving letter, or if you] do not have and maintain any such work permits/ qualifications, this offer and any acceptance hereof is deemed null and void, your employment will be terminated immediately and you agree that you are not entitled to any notice, or payment of salary in lieu of notice.

Site of Employment: The normal place of work will be Pune. You may be required to work at any premises of the Company, and its affiliates, or at the premises of their customers, clients, suppliers or associates within India, or abroad, from time to time. You agree to work in accordance with the Company's scheduled time. You recognize that your duties may require you to engage in travel on behalf of the Company and that flexible hours must be maintained based upon the needs of the customers. You expressly agree to accept such reasonable travel and hours of work without additional compensation to the extent allowed under local labor law.

Previous Employment: If you are employed, you are expected to join the Company only after your present employer formally relieves you. You are required to submit the relieving letter from your present employer to the Company. The Company will not be liable for any consequences arising out of any of your previous employments. You hereby agree that you are not subject to any terms or conditions (whether contractual or otherwise) which restrict or may restrict your ability to carry out your duties for the Company or any Group Company.

Background Check: The offer of employment is subject to and contingent upon verification of the details provided by you and the Company's satisfaction with the results of any reference and background checks, which shall include without limitation –

Veritas Software Technologies India Pvt. Ltd.
Tower 1, Panchshil Business Park, Survey No. 24, Baliewadi, Taluka Haveli, Pune- 411045, Maharashtra, India.
Tel: 020-66157000, Fax No.: 020-66157001, www.veritas.com

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interviewing past and current employers and verifying educational and professional and qualifications. For business requirements, you may also be required to undergo a criminal check. If you provide or cause someone else to provide any false or misleading information, or if the Company is not satisfied in its absolute discretion with the results of the reference/background checks, then this offer and any acceptance of it by you will be deemed to be null and void and of no effect. If you have commenced employment, your employment may be terminated immediately and without any payment of salary in lieu of notice. As part of our joining procedure, you will be required to provide details of criminal proceedings, if any have been initiated against you before joining the Company. If there are none, you will be required to provide a written declaration stating so.

Duties and Responsibilities: You shall perform the duties and responsibilities as set by the Company and that are consistent with your position within the Company. You must act in the best interests of the Company, serve it faithfully and diligently and comply with all legal requirements applicable to you and all lawful directions issued to you by the Company from time to time. You agree that you shall not at any time during the term of this Agreement, without the prior written consent of the Company, be engaged, employed, concerned or interested, directly or indirectly, in any other employment, business or occupation that may conflict with your duties to the Company.

Salary: You will receive an annual gross base salary of Indian Rupees ₹1,050,000.00 payable in monthly installments (Please review the attached Salary annexure sheet for the detailed breakup of the above mentioned compensation before the acknowledgement, which forms the part of this offer letter). Such salary shall be subject to all applicable withholding income tax requirements and other applicable deductions.

Annual Incentive Plan: Based on your position, you are eligible to participate in the Annual Incentive Plan (AIP), a discretionary incentive program that rewards the achievement of Veritas Technologies LLC's financial objectives. This plan may be amended, withdrawn or replaced without notice and at the Company's sole discretion, subject to applicable local law. Under the current program, you will be eligible for an annual bonus target of 7% of your annual salary/OTE. Your actual payment may be higher or lower depending on company performance and will be prorated based on your hire date in relation to the current fiscal year AIP plan. Details of the AIP plan will be made available to you once you begin your employment with Veritas. To receive the award, you must satisfy all eligibility requirements of the Program, which will be available to you after you begin your employment.

Annual Leave: You will receive annual leave in accordance with the Company's annual leave policy. The details of this policy may be found at HR VHelp.

Public Holiday: You shall be granted public holidays as listed for office employees by the local Government.

Suspension: The Company further reserves the right to suspend you with or without pay from employment during any period where the Company is investigating your alleged misconduct and/or any breach (including but not limited to any breach of the Policies as defined below or any other regulations) by you.

Termination: The Company shall, at its sole discretion, be entitled to suspend you without pay, demote you or terminate your employment immediately upon written notice (but without prejudice to the rights and remedies of the Company for any breach of this Agreement and to your continuing obligations under this Agreement) and without any payment of salary in lieu of notice in any of the following cases, which are deemed "for cause":

- if you are dishonest or engaged in serious or persistent misconduct or, without reasonable cause, neglect or refuse to attend to your duties or fail to perform any of your obligations hereunder, or breach the terms of this Agreement, or fail to observe the Company's disciplinary rules or any other regulations of the Company from time to time in force, or fail to perform your duties to the satisfaction of the Company;



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Veritas Software Technologies India Private Limited
501, First Floor, Block-B, 02 Floor, Wing-1,
Cluster-A, Plot No. 1,
Survey No. 77, MIDC Knowledge Park,
Kharadi, Pune - 411014, India www.veritas.com
Tel: 020-66570987, Fax No. - 020-66157709
Corporate Identification Number
U72200PN2015FTC154377

- if you become bankrupt or have a receiving order made against you, or make any general composition with your creditors;
- if you commit any act that is in contravention of any laws of India and undergo police investigation therefor, without satisfactory explanation to the Company, or if you are present in Company's premises under the influence of alcohol and/or any other intoxicating substances; and/or
- if you are **absent** from work without the Company's consent for a continuous period of **three working days**, unless your absence is due to circumstances beyond your control or later is excused by medical certification valid for the period of absence

In the event that your employment with the Company is terminated for any other reason, the Company will provide 60 days' notice (or such greater amount of notice as may be required by law) or payment in lieu of notice. If you voluntarily terminate your employment with the Company, you must provide us with 60 days' written notice.

During any period of notice, you may be required by the Company, in its absolute discretion, not to contact its employees, customers or suppliers, not to attend at your place of work at any time and not to perform any duties for the Company or to perform only such duties, specific projects or tasks as are assigned to you expressly by the Company, for such period and at such place or places (including, without limitation, your home) as the Company deems appropriate, provided that you will be entitled to receive full pay and benefits (excluding any commission or bonus) during such period. For the avoidance of doubt, you will remain the Company's employee during any such period and may not carry out any work for any third party.

Effect of Termination: Upon termination of this Agreement pursuant to the section on Termination for cause set out in clause 12, you shall not be entitled to any compensation, severance pay, or indemnity whatsoever.

Policies of the Company: You are subject to the policies, procedures and rules of the Company ("**Policies**") as amended from time to time. For the avoidance of doubt, the Policies do not create contractually binding obligations on the Company, however, failure on your part to comply with the Policies may result in disciplinary action up to and including termination of your employment.

Restrictive Covenant: You will not for a period of six (6) months after the termination of your employment (without the previous consent in writing of the Company) and whether on your own account or for any other person, firm or company directly or indirectly in connection with any business similar to or in competition with the business of the Company solicit or endeavor to entice away from the Company any person, firm or company (a) who or which in the 12 months prior to the end of your employment shall have been a client or supplier of or in the habit of dealing with the Company and (b) with whom or which you had personal dealings in the course of your employment in the 12 months prior to the end of your employment.

You will not for a period of six (6) months after the termination of your employment (without the previous consent in writing of the Company), either alone or in association with others (i) solicit, or permit any organization directly or indirectly controlled by you to solicit, any employee of the Company to leave the Company, or (ii) solicit for employment, hire or engage as an independent contractor, or permit any organization directly or indirectly controlled by you to solicit for employment, hire or engage as an independent contractor, any person who was employed by the Company at the time of the termination or cessation of your employment with the Company; provided, that this clause (ii) shall not apply to any individual whose employment with the Company has been terminated for a period of twelve months or longer.

Data Privacy: You expressly consent to the processing (including collection, use, and local and international transmission to databases within the Company's Group or third-

party contractors storing such data on the Company's behalf) of your personal data. You may request and obtain access to your

Veritas Software Technologies India Pvt. Ltd.
Survey No. 77, Block-B, Gat No. 20, Kalewadi, Taluka Haveli, Pune- 411015, Maharashtra, India.
Tel: (020) 66157700, Fax No. : (020) 66157709, www.veritas.com

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SDN Free Zone, 3rd Floor, Wing 1
Cluster A, Plot No. 3
Survey No. 77, MIDC Knowledge Park
Khairadi, Pune - 411014, India www.veritas.com
Tel: 020-66370297, Fax No. : 020-66157700
Corporate Identification Number:
U72200PN2015FTC154971

own personal data (where collected) and correct or delete such data (where appropriate). The Company's data privacy authorization is set out in the Employee Privacy and Data Protection Notice.

Entire Agreement: This Agreement, along with the Confidentiality and Intellectual Property Agreement and the Employee Privacy and Data Protection Notice, constitutes the entire agreement between the parties about its subject matter and supersedes all previous agreements, understandings and negotiations on that matter.

Conditions: This Agreement shall be interpreted and given effect in accordance with the laws of India. The parties agree to submit to the exclusive jurisdiction of the courts of the state of Maharashtra with respect to the adjudication of any dispute arising hereunder. Nothing in this Agreement shall operate to exclude or limit any liability for fraud. If any term or provision of this Agreement should be held by a court of competent jurisdiction to be invalid or in any way unenforceable it shall be severed and the remaining provisions shall not in any way be affected or impaired, and this Agreement shall be construed so as to most nearly give effect to the intent of the parties as it was originally executed.

Group or Group Company: For the purposes of this Agreement, the "**Group**" or "**Group Company**" means the Company, Veritas Technologies LLC ("**Veritas**"), any subsidiary of the Company or Veritas, any holding company of the Company or Veritas and any subsidiary of such a holding company. The expressions "subsidiary" and "holding company" shall have the meanings given to them by section 4 of the Companies Act 1956.

Employment with the Company is contingent upon verification of your personal and professional references. In addition, if you agree to the foregoing terms and conditions of your employment with the Company, please indicate your acceptance by signing the acknowledgment below.

This offer is valid for 5 business days from the date of this letter.

I look forward to working with you in the future. I am sure you will find the Company a challenging and rewarding place to be.

For,

Veritas Software Technologies (India) Private Limited

Leucadia Milly Sandeep
India HR Lead - (Business Partner & Talent Acquisition)

Signature: Ishwari Chankeshwara
Ishwari Chankeshwara (Jul 27, 2022 11:37 GMT+5.5)

Email: chankeshwaraishwari@gmail.com

Veritas Software Technologies India Private Limited
Survey No. 77, Solapur - Pune Highway, Village Saletgaon, Taluka Haveli, Dist. Pune - 411 045, Maharashtra, India
Tel: 020 6637 0297, Fax No. : 020 6615 7700, CIN: U72200PN2015FTC154971, www.veritas.com

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Datametica Solutions Pvt. Ltd.
502, Zero1ne Building, Above Passport Office,
Mundhwa Road, Koregaon Park Extension,
Pune, Maharashtra - 411036, India
Phone - +91 20 66446300
www.datametica.com

36 413 31

datametica
GIVING DATA WINGS

Ref: DM/HR/2022-23
Date: 25-Jan-22

Subject: Internship Offer Letter

Dear Jeevan Chhajed,

We are pleased to offer your internship opportunity with our company **"Datametica Solutions Pvt Ltd" as an "Intern".** The Internship will begin on **14th February 2022** and will be effective till your final year results. During internship you will be paid an **Internship fee of INR 25,000/- per month.** The Internship fees payable to the Intern shall be subject to deduction of tax at source under the provisions of Income Tax Act and Rules made there under. Please be sure to bring [necessary documents] with you on your first day to complete your joining formalities.

During your Internship with Datametica Solutions Pvt Ltd, you may have access to trade secrets and confidential or proprietary business information belonging to Datametica Solutions Pvt Ltd. By accepting this offer, you acknowledge that this information must remain confidential and agree to refrain from using it for your own purposes or disclosing it to anyone outside of the company.

On successful completion of training and internship period, you will be confirmed as a full-time employee with Datametica i.e., as Associate Engineer.

This offer letter represents the full extent of the internship offer and supersedes any prior conversations about the position. Changes to this agreement may only be made in writing. Please review this letter in full, and sign and return to confirm your acceptance of the position no later than close of business on [27th January 2022]. We look forward to having you begin your career at Datametica Solutions Pvt Ltd and wish you a successful internship. Welcome to our team!

Conditions For Internship:

- Nonparticipations in Campus Placements/ Interviews
- No Off campus and External offers

Yours truly,
Mahesh Pankar
For Datametica Solutions Private Limited

Authorized Signatory

I hereby accept the above terms and conditions
Name: Jeevan Chhajed

Signature: _____

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Datametica Solutions Pvt. Ltd.
502, Zero1ne Building, Above Passport Office,
Mundhwa Road, Koregaon Park Extension,
Pune, Maharashtra - 411036, India
Phone - +91 20 66446300
www.datametica.com

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GIVING DATA WING

Ref: DM/HR/2022-23
Date: 20-Jan-22

Subject: Internship Offer Letter

Dear Madhuri Patil,

We are pleased to offer your internship opportunity with our company **"Datametica Solutions Pvt Ltd" as an "Intern".** The Internship will begin on **14th February 2022** and will be effective till your final year results. During internship you will be paid an **Internship fee of INR 25,000/- per month.** The Internship fees payable to the Intern shall be subject to deduction of tax at source under the provisions of Income Tax Act and Rules made there under. Please be sure to bring [necessary documents] with you on your first day to complete your joining formalities.

During your Internship with Datametica Solutions Pvt Ltd, you may have access to trade secrets and confidential or proprietary business information belonging to Datametica Solutions Pvt Ltd. By accepting this offer, you acknowledge that this information must remain confidential and agree to refrain from using it for your own purposes or disclosing it to anyone outside of the company.

On successful completion of training and internship period, you will be confirmed as a full-time employee with Datametica i.e., as Associate Engineer.

This offer letter represents the full extent of the internship offer and supersedes any prior conversations about the position. Changes to this agreement may only be made in writing. Please review this letter in full, and sign and return to confirm your acceptance of the position no later than close of business on [21st January 2022]. We look forward to having you begin your career at Datametica Solutions Pvt Ltd and wish you a successful internship. Welcome to our team!

Conditions For Internship:

- Nonparticipations in Campus Placements/ Interviews
- No Off campus and External offers

Yours truly,
For Datametica Solutions Private Limited

Authorized Signatory

I hereby accept the above terms and conditions
Name: Madhuri Patil

Signature: _____

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Capgemini

38 857 33

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

Superset ID: 1255400

Letter of Intent ("LOI")

Dear Mayuri Shitole,

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

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

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

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

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

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

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



ANNEXURE 1

Mayuri Shitole
Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only).** On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only).** Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature



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Neelam patekar Computer 839 35

FIS Solutions (India) Private Limited
CIN: U72200DL1993PTC330116
Upper Ground Floor to 7th Floor,
Westend Centre One, Survey No.169/1, Sector II
Aundh, Pune - 411007, INDIA
Tel: +91 20 67291000 | www.fisglobal.com

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LETTER OF APPOINTMENT

27-Jun-22

NEELAM BABAN PATEKAR
Pune
neelampatekar99@gmail.com

Dear NEELAM BABAN PATEKAR,

It is our pleasure to appoint you as **IT Trainee** in **FIS Solutions (India) Private Limited at Pune** or in any such capacity as the management shall from time to time determine. Please note that the employment terms contained in this Appointment Letter are subject to the policies of the Company.

1. Your date of appointment is effective from the date of joining which is **27-Jun-22** unless otherwise communicated in writing by the company.
2. During your employment with the Company, the Company may from time to time determine to transfer you to any other location, department, function, establishment, or branch of the Company or its subsidiary, associate or affiliate Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.
3. **General Duties and Responsibilities**

   a) In such role, under the overall superintendence, control and direction of the Company, You agree to use your best endeavours to promote and foster the Company's interests and save where it causes a conflict with the Company's interests, those of its other affiliated Companies. You shall be responsible for such duties as are commensurate with and required by such position, and any other duties as may be assigned to you by the Company from time and time

   b) The Company is committed to ensure 'Integrity' in all aspects of its functioning. You are expected to comply with the policies of the company including the Code of Business Conduct and Ethics as they form an integral part of the terms of employment with the Company. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These policies are updated/modified on a periodic basis and new policies may be introduced and notified to employees from time to time whereupon you will be required to comply with the same.

   c) Subject to the terms of this Agreement You shall:
      i. Obey all lawful and reasonable directions of the Company.
      ii. Observe in form and spirit such restrictions or limitations as may from time to time to imposed by the Company;
      iii. Implement and observe in form and spirit any relevant Company and/or affiliated Company's policy, procedures, rules and regulations (whether formal or informal) including the Code of Business Conduct and Ethics;
      iv. Report to the Company any relevant wrongdoings (including misconduct or dishonesty) whether committed, contemplated or discussed by a director, employee or worker of the Company and/or any affiliated Companies of which You are aware and irrespective of whether this may involve any degree of self -incrimination;
      v. During your employment with the Company, You shall seek and obtain prior written approval of the Company for directly/ indirectly engaging in any other business activity, consistent with the Company's Code of Business Conduct and Ethics.

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FIS Solutions (India) Private Limited
CIN: U72200DL1993PTC330116
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Aundh, Pune - 411007, INDIA.
Tel. +91 20 67291000 | www.fisglobal.com

4. **Probation**

   a. You will be on probation initially for a period of **6 months** during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.

5. **Hours of work**

   a. Your normal working hours shall be 9 hours per day and 45 hours per week, including applicable intervals for rest. The Company reserves the right to vary your hours of work and days of attendance, either on a permanent or temporary basis, dependent on business requirements. In the event of this you will be provided with reasonable notice. The company follows a flexible working time system, which will enable You to choose your arrival and/or departure time from a range of available hours, subject to approval from your Reporting Manager. Further, You may be required to work in shifts or in a different weekly work schedule due to business reasons. You will be communicated about such differential schedule and work timings by your Reporting Manager.

   b. You will be required to devote the whole of your time, attention and skill to the business and affairs of the Company both during normal business hours and during such additional hours, as permitted by Law as are necessary for the proper performance of your duties or as the Company may reasonably require from time to time.

6. **Remuneration**

   a. Your Total Compensation will be **INR 822375/-** per annum, which shall be subject to applicable statutory deductions and deduction of applicable taxes by the Company as pe the laws applicable from time to time.

   b. Your salary will be paid on a monthly basis in equal instalments, on or before 7th day of succeeding calendar month, by credit transfer into your nominated bank account. Your salary shall be subject to statutory deductions as per applicable laws from time to time. Your monthly salary details will be confirmed to you through a payslip which shall be provided to you on the day of salary credit.

   c. A detailed break-up of your remuneration including the performance pay as may be applicable is attached in Annexure 1.

   d. Your performance and contribution to the Company will be an important consideration for salary increments and/or promotion. Salary increments and/or promotions will be based on the Company's Compensation and Performance Policy.

7. **Other Benefits**

   a. You will be entitled to the following:

      i. Leave, holidays and working hours as applicable to your category of employees and location of posting.
      ii. Perquisites, if any, as applicable to your category of employees and/or based on functional requirements as determined by the Company.
      iii. Leave Travel Assistance as per the policy of the Company.

8. **Data Protection**

   a. You consent to the Company or any affiliate processing both electronically and manually any data which relates to you for the purposes of the administration and management of its employees and its business and for compliance with applicable procedures, laws and regulations and in particular to the processing of sensitive personal data for the purposes of:

      i. Salary, benefits and pensions administration and employee management;
      ii. Health administration and for the purposes of health insurance/benefits;

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Aundh, Pune - 411007, INDIA.
Tel. +91 20 67291000 | www.fisglobal.com

iii. Training and appraisal, including performance records and disciplinary records;
iv. Equal opportunities monitoring;
v. Promoting or marketing of the Company and/or any Affiliate and/or its or their products or services;
vi. Compliance with applicable procedures, laws and regulations; and/or

b. Any other reasonable purposes in connection with your employment about which you shall be notified from time to time.

c. You acknowledge and accept that in order to fulfil the purposes set out above, it may be necessary to pass your personal data (or sensitive personal data, as appropriate) to regulatory bodies, government agencies and other third parties as required by law or for administration purposes.

d. You acknowledge and accept that the Company and/or any affiliate Company may monitor electronic correspondence (including email, voice and text messages) which you receive at work and/or on Company systems and/or properly provided to you by the Company and/or any affiliate Company for the purposes of your work in order to ensure the integrity of its information technology or to prevent or detect criminal behaviour or behaviour which contravenes employment legislation and/or other Company and/or affiliate Companies policies.

e. You agree to use all reasonable endeavours to keep the Company informed of any changes to your personal data or sensitive personal data and to comply with all relevant data protection legislation.

9. Conflict of Interest

a. You are required to engage yourself exclusively in the work assigned by the Company and shall not take up any independent or individual assignments (whether part time or full time, paid or unpaid, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your manager or the Chief Compliance Officer.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of the Company.

c. You shall not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection.

ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.

iii. Any existing employee to become associated with or perform services of any type for any third party.

iv. In case of any conflict or doubt, please discuss the matter with your manager or the Chief Compliance Officer, to understand Company's position on this and resolve the conflict.

10. Confidentiality of Information

a. You, acknowledge that by signing Letter of Appointment, you are accepting and agreeing to the provisions of Annexure 2, the FIS Employee Intellectual Property and Confidential Information Agreement (India Version 1.1 January 1, 2021), which is a part of this Letter of Appointment as though fully set forth herein.

11. Invention Assignment

You acknowledge that by signing this Letter of Appointment, you are accepting and agreeing to the provisions of Annexure 2, the FIS Employee Intellectual Property and Confidential

AISSMS COLLEGE OF ENGINEERING PUNE

FIS Solutions (India) Private Limited
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Aundh, Pune - 411007, INDIA.
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Information Agreement (India Version 1.1 January 1, 2021), which is a part of this Letter of Appointment as though fully set forth herein.

12. Company Property

a. All documents and letters including information, documents and copies (whether written, printed, electronic, recorded or otherwise and wherever located) relating to the business of the Company which come into your possession during the course of your employment with the Company remain the property of the Company.

b. On termination of your employment, You must return to the Company such documents or letters or any other Company property which may be in your possession.

13. Non-Compete and Non-Solicitation

Save with the prior written permission of the Company, you shall not during your employment (whether during or outside normal working hours):

a. Hold any Material Interest in any person which:

i. Is or shall be wholly or partly in competition with any of the Businesses;

ii. Impairs or might reasonably be thought by the Company to impair your ability to act at all times in the best interests of the Company and/or any affiliate Companies; and/or

iii. Requires or might reasonably be thought by the Company to require you to make use of or disclose any Confidential information to further your interests in that person;

b. Take any preparatory steps to become engaged or interested in any capacity whatsoever in any business or venture which is in or is intended to enter into competition with any of the Businesses;

c. Carry out any public or private work other than the Duties that is inconsistent with the Code of Business Conduct and Ethics (whether for profit or otherwise);

d. Directly or indirectly receive in respect of any goods or services sold or purchased or any other business transacted (whether or not by you) by or on behalf of the Company and/or any affiliate Companies any discount, rebate, commission or other inducement (whether in cash or in kind) which is not authorised by the relevant Company and/or any affiliate Companies rules or guidelines. You will account to the Company for the value of any such inducement;

e. Make any statement (whether written or oral) to, or provide any material for publication by, television, film, radio, internet or other similar media and will not write a book or article or otherwise publish (regardless of the medium of such publication) any matter on or relating to the business and affairs of the Company or any affiliate Companies (including, without limitation, any matter relating to any customer, client or other connection of the Company or any affiliate Companies).

14. Indemnification

a. You agree and accept to indemnify the Company, and its Board Of Directors, officers, employees and agents against any liability, loss or damage, arising directly or indirectly from, and any costs and expenses (including legal expenses on a full indemnity basis) incurred in connection with:

i. any breach of this agreement by You;

ii. the cancellation of this agreement because of a breach by You;

iii. any willful, unlawful or negligent act or omission by you;

iv. any illness, injury to, or death of any natural person caused or contributed to by You;

v. any loss of or damage to real or personal property (including the loss of use thereof) of the Company or a third party caused or contributed to by You;

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Upper Ground Floor to 7th Floor,
Westend Centre One, Survey No 169/1, Sector II
Aundh, Pune - 411007, INDIA
Tel: +91 20 67291000 | www.fisglobal.com

vi. any claim, action, demand or proceeding by a third party against the Company, or its officers, employees or agents caused or contributed to by You;

vii. any penalty imposed for breach of any applicable law in relation to your performance of this agreement;

viii. loss or damage to any plant, equipment, tools appliances or other properly owned, tested or hired by You and used in relation to this agreement; or

ix. any act or omission by You in performing this agreement that results in a claim that You or the Company is infringing or allegedly infringing the intellectual property rights of any person, except to the extent that any liability, loss, damage, cost or expense is solely and directly caused by the negligence of the Company or its officers, employees or agents, other than You.

x. The Company shall indemnify You, to the maximum extent permitted by law, during and after the termination of your employment, against all judgements, settlement payments, cost, attorney fees, and other reasonable expense incurred by You in connection with the defense of any action, suit, or proceeding, arising from events before or during the term of your employment to which You have been made party because of the performance of your duties under this Agreement. The right of indemnification shall be in addition to any rights that You may otherwise be entitled to under the byelaws of the Company.

15. Background Check

a. The Company reserves its right to engage a professional agency to verify information provided by you in your application or thereafter. If a background check raises doubts on any of the details furnished by you, and the Company determines the need to further validate such facts, the Company may ask you for any further information and documents as it deems necessary, to substantiate information you provided earlier.

b. If the background check fails to confirm authenticity of any of the above-mentioned information, the Company reserves the right to withdraw the employment offer given to you and / or terminate this Agreement immediately without any notice to you.

16. Anti - Bribery and Anti - Corruption

a. The Company expects the highest standards of integrity in relation to employees' dealings with the Company's customers, suppliers, agents and subcontractors and with any government official.

b. You are required to read, understand and agree to abide by the Company's Anti-Bribery and Anti-Corruption Policy which includes Compliance Rules, Gift & Entertainment standards, Incentives, Prizes and Contests etc.

c. When accepting gifts of whatever kind from any client or vendor or candidate of the Company or any prospective client or vendor or candidate or any third party, You warrant that You shall comply with the provisions of the Anti-Bribery and Anti-Corruption Policy.

d. Any breach of the Anti-Bribery and Anti-Corruption Policy are subject to disciplinary action, up to and including termination of employment for cause. You may access the policy on the Company's intranet portal.

17. Termination of Employment

a. **Voluntary Resignation**: You may resign from employment with the Company by providing **75** Days' notice. You are expected to serve the Company diligently during this period of notice, in accordance with all applicable Company polices. The Company may at its sole discretion waive / extend all or part of the notice or allow you to pay in lieu of the notice.

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b. **Termination by the Company without Cause**: The Company may terminate your services by giving **75** Days' notice or salary in lieu thereof. If your employment terminates without cause, You shall be entitled to accrued obligations and accrued performance benefits if any.

c. During the probation period, either party may terminate the employment by giving one month's notice or one month's salary in lieu of notice, to the other party, subject to the release date being approved by the Reporting Manager.

d. **Termination by Company for Cause**: Notwithstanding anything mentioned in this Appointment Letter, the Company may also terminate your employment with immediate effect, without any notice or payment in lieu of notice on grounds prescribed under law or Company policies.

e. **Retirement**: You will automatically retire from the Company on attaining the age of [60] years. An extension may, however, be given at the discretion of the Company.

f. **Cause for Termination means**: A willful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

17A. **Relinquishment of Employment:** In case You absent yourself from duty for 7 (seven) days or more or extend your leaves at your own and without consent of management beyond originally granted leaves, You shall be deemed to have left and relinquished your employment. Such automatic relinquishment of employment shall be deemed as repudiation of the contract of employment by You, and not as a termination of the service by the Company.

18. Acknowledgement of Employee

a. You hereby acknowledge and agree that:

   i. The terms of employment in this Appointment Letter is necessary for the protection of the legitimate business interests of the Company and employee

   ii. The restrictions contained in this Appointment Letter may be enforced in a court of law whether or not You are terminated with or without Cause;

b. You hereby acknowledge and agree to abide by all internal Policies of the Company, accessible and available on Company's intranet. Company reserves the right to change these Policies at any time in its absolute discretion.

c. Your employment is further subject to your legal authorization to work in your work location.

d. You agree that the execution, delivery and performance by You of this agreement will not violate, conflict with, result in a breach of terms, conditions or provisions of, result in the creation of any encumbrances, or constitute a default (on an event that, with giving of notice or lapse of time of both, would constitute default) or an event creating rights of acceleration, modification, termination, cancellation or a loss of rights under any contract to which You are a party including any non-compete or non-solicitation agreement or obligation, any approval, order, judgement, decree or award to which You are a party or by which You are bound or any law applicable to You.

e. You agree that this Agreement will be duly and validly executed by You and upon execution and delivery, this Agreement will constitute legal, valid and binding obligations of You, enforceable against You in accordance with its terms.

19. Changes to your Terms of Employment

a. The Company reserves the right to make reasonable changes to any of your terms and conditions of employment and You will be notified of any changes to Company policies and procedures of detail by way of a general notice to all employees and any such changes will take effect from the date of the notice.

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b. You will be given written notice of any significant changes pertaining to the terms of employment in this appointment letter by way of an individual notice or a general notice to You.

20. Entire Agreement

a. This terms of employment in this appointment letter constitutes the entire agreement and understanding between the parties in respect of the matters dealt with in it and supersedes any previous agreement between the parties relating to such matters notwithstanding the terms of any previous agreement or arrangement expressed to survive termination.

b. Each of the parties acknowledges and agrees that signing this Appointment Letter, and any documents referred to in it, they do not rely on, and shall have no remedy in respect of, any statement, representation, warranty or understanding (whether negligently or innocently made) other than as expressly set out in this Appointment Letter.

c. The only remedy available to either party in respect of any such statement, representation, warranty or understanding shall be for breach of contract under the terms of this Appointment Letter.

d. If any of the terms or conditions of this Appointment Letter are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

e. Nothing in this clause, shall operate to exclude any liability for fraud.

21. Governing Law and Jurisdiction

a. This Appointment Letter and any dispute or claim arising out of or in connection with it or its subject matter or formation including non-contractual disputes or claims shall be governed by and construed in accordance with the law of India.

b. Each party irrevocably agrees to submit to the exclusive jurisdiction of the Courts in India over any claim or matter arising under or in connection with this Appointment Letter.

By signing below, you confirm that the above-mentioned terms and conditions are acceptable to you and that you accept the appointment by submitting the signed copy of this letter of appointment with your original signature on the date of joining.

IN WITNESS WHEREOF, each of the parties has executed this Agreement, in the case of the Company by their duly authorized officers, as of the day and year first above written.

Name: Neelam Baban Patekar

Signature: _____

Date: 04 /07/ 2022

For FIS Solutions (India) Private Limited.

Amol Gupta
People Lead for COO , India and Philippines

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FIS Solutions (India) Private Limited
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c. The only remedy available to either party in respect of any such statement, representation, warranty or understanding shall be for breach of contract under the terms of this Appointment Letter.

d. If any of the terms or conditions of this Appointment Letter are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

e. Nothing in this clause, shall operate to exclude any liability for fraud.

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b. Each party irrevocably agrees to submit to the exclusive jurisdiction of the Courts in India over any claim or matter arising under or in connection with this Appointment Letter.

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IN WITNESS WHEREOF, each of the parties has executed this Agreement, in the case of the Company by their duly authorized officers, as of the day and year first above written.

Name: Neelam Baban Patekar

Signature: Patekar

Date: 04 /07/ 2022

For FIS Solutions (India) Private Limited.

Amol Gupta
People Lead for COO , India and Philippines

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SIEMENS

Nihal Milind Shah
Graduate Trainee Engineer
AISSMS
1, Kennedy Road, Near RTO,
Pune, Maharashtra - 411001

Name Trupti Dewoolkar
Department RC-IN P&O TA
People & Organization
Talent Acquisition

E-mail trupti.dewoolkar.ext@siemens.com

Our reference 306958/8375184
Date 29 March 2022

Dear **Nihal,**

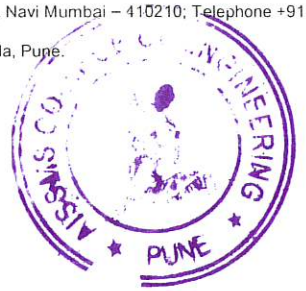
We're really excited you want to join Siemens and further your career with us.

We are pleased to offer you the position of **Graduate Trainee Engineer** starting **04 July 2022** in **STS** Division in **Bangalore** Location.

Your annual compensation, calculated on a cost-to-company basis, is **Rs. 5,00,000 /- p.a. (Rupees Five Lakhs Only)**, with the details provided in **Annexure I**. On successful completion of your probation period, your Target Pay will be incremented by Rs. 50,000/- and the Position Level will be PL11. The Position Title and Designation will be according to the position that you will be assigned based on business needs. This is a one-time increment and all future increments will be subject to annual performance cycles.

Your appointment is based on the terms and conditions provided in the attached Annexures with a few points to note here:

1. **Start date** – We look forward to you joining us, and in the unfortunate event you do not join us on your confirmed start date, your appointment will automatically be withdrawn. Please note that your date of joining the organization will be maintained in the electronic employee master of the Company, known as your "Seniority Date" and shall be considered as final.
2. **Office location** – You are initially appointed to work in our **Bangalore** office.
3. **Residence proof** – The address in your application shall be deemed to be correct for sending any communication to you.
4. **Date of birth** – Based on your declaration we have recorded your date of birth as **21st June 2000**
5. **Offer** – The Company reserves the right to withdraw this employment offer/conditional appointment before or after the start date, due to background/reference checks not being satisfactory and or there being restrictions on your ability to work with us. However, the above-mentioned reasons are not necessarily exhaustive, and the decision of the Company is final and binding.



SIEMENS

We welcome you as a member of Siemens family and look forward to your long and fruitful association with us. Kindly return the duplicate of this letter, signed in the place indicated, confirming your understanding and acceptance of the above and enclosed Annexures.

Yours faithfully,
Siemens Technology and Services Pvt. Ltd.

Krishnaswamy Rajeshwari

Digitally signed by Krishnaswamy Rajeshwari
DN: cn=Krishnaswamy Rajeshwari, o=Siemens, email=rajeshwari.krishnaswamy@siemens.com
Date: 2022.04.18 10:28:49 +05'30'

Rajeshwari Krishnaswamy

Chief Manager – P&O

Acceptance of Terms & Conditions of Employment

I hereby agree that I have read and understood the terms and conditions as stated in this letter (reference no **306958/8375184**) dated (**29 March 2022**) plus the enclosed Annexures and accept employment with **Siemens Technology and Services Pvt. Ltd.** with our internal organizational unit, job family and level code of IN-TI-BASTU-PR

Enclosures:

Annexure I – Compensation structure
Annexure II – Service conditions
Annexure III – Terms & conditions of employment
Annexure IV – Terms & conditions of employment in relation to inventions made by the employee
Annexure V – Joining formalities

Candidate Signature: _____ **Date:**_____
Nihal Milind Shah

AISSMS COLLEGE OF ENGINEERING PUNE

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ANNEXURE I

Compensation Structure

Name:Nihal Milind Shah

Date: 29 March 2022

Position Level: 12

Business Title: Graduate Trainee Engineer

Division: STS

Compensation Structure		
Sr. no.	**Heads of Payment**	**Compensation (Rs.)**
(A)	**Basic Salary p.m.**	**15,000**
(B)	Base Flexible Pay (BFP) p.m. (includes Meal Card @ Rs.2,200/- p.m.)	24,147
	Total Allowances / Benefits p.m.	**24,147**
(C)	**Base Pay p.m. (A + B)**	**39,147**
	Retirals p.m.	
	Co. Contribution Provident Fund (12 % of Basic)	1,800
	Co. Gratuity Provision (4.8% of Basic)	720
(D)	**Total Retirals p.m.**	**2,520**
(E)	**Total Fixed Pay (TFP) p.m. (C + D)**	**41,667**
(F)	**Target Pay p.a. (E * 12)**	**5,00,000**

Insurance Benefits	Sum Assured (Rs.)
Group Health Insurance Policy coverage p.a. (with a provision of enhancement of the base cover upto 200%)	2,00,000
Group Personal Accident Insurance coverage p.a.	40,00,000
Group Term Life Insurance coverage p.a.	5,00,000
EDLI coverage	6,00,000
Leave (Notional monetised value of 22 earned leaves for full year)	11,000
ESI coverage	Not applicable as gross salary above ESI eligibility

For Siemens Technology and Services Pvt. Ltd.

Krishnaswamy Rajeshwari

Digitally signed by Krishnaswamy Rajeshwari
DN: cn=Krishnaswamy Rajeshwari, o=Siemens, email=rajeshwari.krishnaswamy@siemens.com
Date: 2022.04.18 10:29:10 +05'30'

Authorised Signatory

As per company policy, the entitlement of gratuity will be the actual eligible amount calculated in line with the Payment of Gratuity Act, 1972, without any upper cap. However any amount above ₹ 20 Lacs (if applicable) will be subject to income tax as per rules.

National Pension Scheme (NPS) can be opted for after joining.

Statutory Bonus will be paid to eligible employees as per Payment of Bonus (Amendment) Act, 2015.

All present & future taxes related to your employment will be borne by you.

Siemens Technology and Services Private Limited
Management: Pankaj Vyas

Gold Hill Excelsior Park, South Tower,
First Main Road, Electronic City Phase II,
Konappana Agrahara,
Bengaluru, Karnataka 560100

Tel.: +91 80 67113300
Web: www.siemens.com

Registered Office: Plot No. 2, Sector No. 2, Kharghar Node, Navi Mumbai – 410210; Telephone +91 22 39672000; Fax +91 22 27740138;
Corporate Identity Number: U99999MH1986PTC093854.
Other Offices: Bengaluru, Chennai, Gurgaon, Mumbai, Noida, Pune.

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Annexure II

Service Conditions

1. **Service Conditions Overall**

You shall serve the company diligently, faithfully and to the best of your skill and ability. You shall perform the duties entrusted to you with high standard of initiative, efficiency and economy. You shall at no time refuse to do any work/activities as allotted to you by your supervisors. You shall endeavor to increase your knowledge and skill through execution of jobs assigned to you from time to time.

You will be governed by rules, regulations and service conditions (as mentioned in the attached Annexures), applicable to the employees of your level working in the establishment of the company in which you will be working. The Company, however, reserves the right to add, alter and amend the said service conditions as may be considered necessary from time to time.

2. **Working Hours**

You will be governed by the working hours prevailing in the establishment in which you work. You will be notified of your actual duty timings from time to time. You may be required to work in shifts as and when considered necessary by the Company.

3. **Holidays**

You will be entitled to paid holidays as decided by Management. Such list of holidays will be notified at the beginning of the year.

4. **Work Location**

You are initially appointed to work in the location noted in the above letter. Based on business requirements, you may be temporarily or permanently transferred to any company forming part of Siemens or to its associate companies or business associates anywhere in India or overseas at the sole discretion of the company. You may be required to furnish a specific Service Agreement/Deputation Agreement if you are sent abroad for the purpose of training or Company's business.

5. **Probation and Confirmation**

You shall be on probation for a period of six months with effect from your start date. The probation period may be extended by the company at its sole discretion. During the period of probation, or any extension period thereof, there is one month's notice on either side.

On successful completion of the probation period, you shall be deemed automatically confirmed unless your probation period has been extended with a probation extension letter provided in advance.

As a confirmed employee there is three months' notice on either side. Kindly note that the Company reserves the right to claim compensation (@target pay) for any notice period not served. However, you cannot pay the company in lieu of the notice to be served.

Termination of employment will require one/three months' notice (as applicable for probation/confirmed status) or salary in lieu of notice.

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6. **Retirement**

All employees will retire from the Company on attaining superannuation at the age of 60 years. However, the Company at its sole discretion, may decide to retire an employee prior to the employee attaining the age of superannuation.

7. **Maternity/Childcare Facilities for Women employees**

As part of the Company's efforts to support work life balance for women employees during and post maternity, apart from fully complying with the provisions of the Maternity Benefit Act, 1961 the Company also extends additional facilities such as extended paid/unpaid leave etc. For details of the Company policy on Maternity Benefit please refer to the Policies section on the Intranet.

8. **Confidentiality**

Please note that your compensation is personal and strictly between you and the Company. It has been determined based on numerous factors such as your education, experience, specific skills and professional merit. We advise you to use discretion in handling this information and any subsequent revisions made therein.

9. **Background Verification**

Your appointment is conditional upon satisfactory reference and background checks (education, employment history and other details furnished by you in your application). It is also contingent upon your ability to work for the Company without restriction (e.g. non-compete obligations or other restrictive clauses with any previous employer). In case any information given by you is found false or incorrect at any point in time of your employment, the appointment will be deemed void ab initio and liable for termination without any notice or salary in lieu of notice.

10. **Residential Proof**

The address as indicated in your application shall be deemed to be correct for sending any communication to you. Any communication sent to you at the given address shall be deemed to have been served upon you. You shall inform the change in residential address, if any, in writing to the HR Department within three days from the date of such change.

11. **Programmes and Initiatives**

In order to remain competitive our Company undertakes number of programmes or initiatives like Benchmarking, Continuous Improvements, Cost reduction, Training and Development, reorganisation etc. You are required to actively participate and contribute to such programmes or initiatives.

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Annexure III

Terms & Conditions of Employment – General

Employee shall observe and conform to such duties, directions and instructions as communicated to him by the Company and those in authority over him.

Employee shall not at any time hereafter, without the consent in writing of the Company except under legal process, divulge or utilize any matter relating to the Company's transactions or dealings, which are of confidential nature.

Employee shall not use any of the designs, drawings, software, literature, and machines etc. of the Company for any purpose other than Company's business.

All software including packages as well as its associated documentation developed by the employee in the course of the duties shall be sole and exclusive property of the Company.

Employee shall be true and faithful to the Company in all his accounts, dealing and transactions, relating to the business of the Company and shall at all times, when required, render a true and just account thereof to the Company or such persons as shall be authorized to receive the sum.

Employee shall not during the continuance of his employment, without the consent of the Company in writing, be employed or interested, directly or indirectly in any other trade or business, employment or occupation whatsoever and will devote the whole of his time and attention to his duties.

Employee shall be responsible for safekeeping and return, in good condition and order, of all Company's property, which may be in his use, custody or charge.

A high standard code of conduct is expected from an employee and any behavior reflecting unfavorably on him or the Company is questionable and liable for disciplinary action. Employee shall also ensure compliance to the Business Conduct Guidelines (BCG) that are globally binding rules for all employees applicable across Siemens companies, the details of which are available on the HR Intranet. In addition, The BCG declaration form (available on the HR intranet) is required to be signed by every employee upon joining/promotion and once in every two years thereafter.

Employee shall abide by the information security policy of the organization and adhere to it.

At the time of separation from the services of the Company, the employee is expected to settle all his outstanding dues towards the Company including the Liquidated Damages, if any, etc. at once. In case of any default/ delay in settlement of outstanding dues, the Company will be free to recover such dues by appropriate means, with interest at the market rate.

Employee shall also be required to abide by terms and conditions in addition to those mentioned above which are in force for the time being or may be framed from time to time.

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Annexure IV
INTELLECTUAL PROPERTY RIGHTS & KNOW-HOW
TERMS AND CONDITIONS OF EMPLOYMENT AGREEMENT

a) Company shall own all rights, titles and interests in the Intellectual Property which includes but not limited to all Work product and Know-How (including inventions, ideas, experiences, concepts, algorithms, designs, tools, trade secrets, source code, technical documentation, program development components, technologies, expert reports etc.) created/conceived by the Employee during the tenure of their employment with the Company. The Employee undertakes to waive and not assert any moral rights which may accrue to the Employee in respect of the Intellectual Property.

b) Employee shall disclose to the Company promptly in writing about any Intellectual Property including the Work product and the Know-How (tangible and intangible form) conceived/created during the tenure of their employment with the Company.

c) Company and its affiliates shall have right to seek statutory protection of the Intellectual Property in the form Intellectual Property Rights (IPRs) including Patents, Trademarks, Copyrights, Utility Models and/or Industrial Designs. Company and its affiliates shall be free to use, exploit, maintain and permit to lapse such IPRs.

d) If by operation of law or otherwise, any or all work product or any component or element thereof, is deemed to be the IPRs of the Company, the employee hereby agrees to assign, irrevocably and to the fullest extent permitted by law, to the Company and its affiliates, its successor and assigns, ownership of all such IPRs.

e) Employee agrees to cooperate with the Company to do whatever is reasonably necessary to secure and maintain the IPRs of the Company and/or establishing Company's rights over Intellectual Property during the course of their employment as well as after termination of the employment.

f) Employee shall not publish/present orally or in written form, except with the express written consent of Company, any information in related to the Intellectual Property including the Work product and Know-How in any form on third party platforms/ third party during the course of their employment as well as after termination of the employment.

g) Employee shall obtain necessary clearance from the Intellectual Property department of the Company before the last date of employment with the Company. Employee shall disclose to the Company promptly in writing about any Intellectual Property conceived/created during tenure of employment with the Company before the last date of employment with the Company. Upon termination of his/her employment, the Employee agrees to immediately return all tangible embodiments of the Intellectual Property, including but not limited to data, drawings, documents, and notes developed during their employment. Employee shall not make any copies or attempt to recreate the tangible embodiments of the Intellectual Property post termination of his/her employment with the Company.

h) Employee shall inform the Company at the commencement of his employment with the Company of all Intellectual Property previously made by him, which he is not precluded by contract from disclosing to the Company and for which an application for a patent or for a registered design has not yet been made. The Company will be free to adopt any of the Employee's Intellectual Property disclosed to the Company at the commencement of his employment with the Company and conceived during his employment with the Company, and to assign to others the right to adopt it, and the Company will be absolutely entitled to any industrial or commercial protection rights anywhere in the world including rights arising from the obtaining of letters of patent or design registration in respect of such Intellectual Property. The Company will notify to the employee if and to what extent the Company will adopt the said rights.

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Annexure V

Joining Formalities

Please bring the following documents with you at the time of joining, with your originals also for verification.

1. This Offer Letter with your original signature (for hand over to Company) – *On joining, this letter serves as your official Appointment Letter*
2. Photocopy of birth certificate / S.S.C. certificate / mark sheet (2 copies)
3. All educational documents from 10th to highest education / semester wise mark sheet & provisional / convocation certificate (2 copies)
4. Photocopy of all previous employment / experience certificate / relieving certificate
5. Photocopy of passport / ration card / driving license / Aadhar card (3 copies)
6. Photocopy of PAN / acknowledgement of PAN application (3 copies)
7. To apply for PF transfer please bring the below necessary information:
   - PF number / EPS number
   - Previous employer contact details to contact for PF related communications
   - Whether previous company PF is maintained by Trust or RPFC account
   - RPFC office or PF trust address
   - Bank account number & Bank IFSC Code
8. To use your existing ICICI or HDFC Bank for your salary account, please bring a void cheque

If you have any questions, please contact us at:

- AskHR: Phone: 1-800-419-6677 (toll free number)
- Monday till Friday between 6.00 am to 8.00 pm

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CYBAGE
Delivering Value. Scientifically.

Date: **February 14, 2022**

Letter of Offer

Dear **Nikhil Subhash Chavan,**

Further to your interview, we are pleased to offer you the position of **Trainee - Software Engineer** with our organization.

On joining the company, you will be on training for a minimum period of 3 months. The monthly stipend during your training period will be **Rs. 20,000/-** (including Provident Fund & deductions will be as applicable).

Subject to successful completion of the training, your employment will be confirmed as **Software Engineer.**

Please refer to the attached Annexure-1 for your salary structure and an explanation of its components.

Upon joining, you will be subject to the employee policies and practices of the Company. A summary of the present policies is included as Annexure-2 to this letter of offer for your reference. Also refer Annexure-3 for the list of documents to be submitted.

The date of joining and location will be informed to you by June, 2022.

Cybage may defer and/or cancel this offer at any time before or after your joining in case any information furnished by you is found incorrect or misleading.

We look forward to your joining Cybage at the earliest and wish you a successful career with us.

Thanking you,

Sincerely,
For Cybage Software Pvt. Ltd.

Tina Rastogi

Tina Rastogi
Vice President - Human Capital Management

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ANNEXURE-1

SALARY BREAK-UP

Name:	Nikhil Subhash Chavan
Designation:	Software Engineer
Department:	Engineering
Primary Skill:	Fresher
Location:	Pune

No.	Components of Salary	Amount Rs. (per annum)
A	**Monthly Salary components**	
i	Basic	180,000
ii	HRA	74,040
iii	Children Education Allowance	5,100
iv	Bonus \ Ex-Gratia	37,020
v	Conveyance Allowance	55,530
vi	LTA	18,510
vii	EPF Employer's Contribution	23,400
	ANNUAL GROSS FIXED SALARY	**393,600**
B	**Major benefits**	
vii	Gratuity	8,658
viii	Insurance-Mediclaim	6,600
ix	Insurance-Term Life	1,788
	TOTAL COMPENSATION (A+B)	**410,646**
C	**Variable Pay**	**39,360**
D	**COST TO COMPANY (A+B+C)**	**450,006**

**Details mentioned in the "Explanation of terms used" section in the next page.*

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Explanation of terms used:

i. **Basic**: This is the base component of the salary to which many other components are linked. This amount is fully taxable.

i. **HRA**: This amount will not be taxable if you submit appropriate rent agreement and rent receipts. Tax benefit calculation will be done on the basis of provisions of Income Tax Act, 1961.

ii. **Children Education Allowance**: This amount can be claimed as non-taxable by producing school fee receipts of your children to a maximum of Rs. 1200/- per child per year, for two children. (This can be claimed over & above deduction U/s 80 C of Rs. 150000/-)

iii. **Bonus \ Ex-Gratia:**
As per the statutory regulation, if you are covered under the payment of Bonus act, this component will be paid as "Bonus" if not this will be paid as "Ex-Gratia"

iv. **LTA**: Leave Travel Allowance is a part of your monthly gross salary. You will receive this component on a monthly basis. On submission of required travel proofs, the total amount of the bills produced or the maximum amount of LTA, whichever is less will be considered as non-taxable. In case you have not travelled, you will still receive this amount, as a taxable component of your salary. Tax benefit calculations will be done on the basis of provision and guidance under the Income Tax Act, 1961. LTA claim can be submitted for a maximum of 2 trips within India, in a block of 4 calendar years. Proof of travel viz. air/rail/bus ticket, boarding pass, toll tax receipts (in case of taxi travel), etc. should be submitted to the Finance department if the amount is not desired to be taxed. The proofs should be submitted to the Finance department within 15 days of your return from leave.

v. **Conveyance allowance**: To meet the expenditure of commute between the place of residence and office/place of duty. In cases when there is no commute to work place this allowance shall not be applicable.

vi. **Special Allowance**: This will vary as it is based on the difference between your gross salary and other components that make up the entire salary. It is a fully taxable component.

vii. **Company's contribution to Provident Fund:** This is calculated as 13.16% of all the above mentioned components (excluding HRA) or Rs. 1,80,000, whichever is lesser.

viii. **Gratuity:** This provides you a lump sum benefit upon separation after completion of 5 years of continuous service or on retirement or when deceased. The gratuity is computed as per the Payment of Gratuity Act, 1972, as: Last drawn basic salary * no. of years served * 15/26. This amount is subject to a maximum limit as may be prescribed by the Payment of Gratuity Act 1972.

ix. **Mediclaim Insurance:** As per the company policy, you are eligible for Insurance. At present the insurance cover available for Cybage employees is:

a. **Medical cover** of Rs. 2,50,000/- for employee, spouse and two dependent children. Includes maternity benefit limited to Rs. 40,000 /- for up to two children.

b. **Accident cover** of Rs. 10,00,000/-, payable to beneficiary in case of death of employee. Covers payment for medical leaves taken by employee after accident at the rate of 1% of sum insured or Rs. 10000/-, whichever lower. Does not include hospitalization cover.

The insurance aforesaid are subject to review as per Cybage policy on an annual basis.

x. **Term Life Insurance**: As per the company policy, you are eligible for Term life Insurance.
At present the insurance cover available for Cybage employees is 7 times of Annual Gross Fixed salary.
The insurance aforesaid are subject to review as per the Cybage policy on an annual basis.

xi. **Variable Salary:**
The eligibility and payment criteria of Variable pay shall be as follows:

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a. Only employees of Cybage India software Pvt. Ltd ('Cybage') shall be eligible for Variable pay, provided it is part of the salary structure of respective employee.
b. Payment of variable pay is contingent upon the Cybage's annual revenue growth for Software Services and individual's performance. It is capped up to 10% of the employee's annual gross salary.
c. Cybage's annual revenue growth for Software Services shall exclude any revenue generated through inorganic merger and acquisition.
d. Variable pay shall be prorated for the salary remitted to the employee's during the preceding financial year, ending March 31st.
e. Variable pay shall be paid to all employees who are on the payroll of Cybage and not serving notice period as of March 31st.

Income Tax: Income tax and Professional tax will be deducted at source as per the rules applicable.

The information pertaining to compensation and benefits is personal and confidential in nature. You should maintain confidentiality of your compensation details and any increment.

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ANNEXURE-2

Additional Terms and Conditions of Offer

1. Date of joining:

This offer for employment is subject to your joining and reporting to the designated Cybage office, failing which this offer will stand withdrawn. In case of such withdrawal of offer, Cybage reserves the right to re-consider or reject your employment with Cybage.

2. Training:

You shall undergo training for period of three months from your date of joining. Your confirmation shall be based on successful completion of the training, failing which the stipend shall continue. Based on your performance during the training, you may be transferred to other departments or your training may be extended or your services may be terminated. In this case the designation and salary shall change accordingly. The period of training can be extended depending on the business requirement. All confirmations after training are made only on 1st day of a month. Thus, if the due date for confirmation of an employee, as per date of joining and period of training letter falls between the 1st and 15th day (both days inclusive) of a month, the employee will be confirmed on the 1st day of the same month. However, if the due date for confirmation of an employee, as per date of joining and period of training falls between the 16th and the last day (both inclusive) of a month, the employee will be confirmed on the 1st day of the following month.

3. Work location and transfer:

Your initial location after joining will be at Cybage **Pune/Gandhinagar/Hyderabad** office. This offer is subject to your preparedness to work in any of the locations of Cybage or its affiliates. Your services are transferable and you may be assigned to any office of Cybage or an associate company.

4. Mandatory tenure of employment:

On joining Cybage, you will continue to be employed with Cybage for a minimum period of eighteen months. If you resign before expiry of the mandatory term of employment of eighteen months, you shall be liable to pay to Cybage damages equivalent to Rupees One Lakh. On joining, you will be required to sign a service agreement to this effect.

5. Background verification:

This offer for employment is subject to the satisfactory completion of your background reference check, which includes verification of your past employment details based on the documents and information furnished by you at the time of joining Cybage and verification of all other documents submitted by you as a reference for your educational qualifications or any other credentials.

In case you are unable to furnish necessary documents and information for completing your background reference check or in case you furnish any misleading information or false documents, Cybage reserves the right to terminate your employment irrespective of anything to the contrary in the Company's Policies.

6. Travel and passport:

You should possess a valid passport during your employment with Cybage. In case you do not have a valid passport at the time of joining, you should get one issued within three months from the date of joining.

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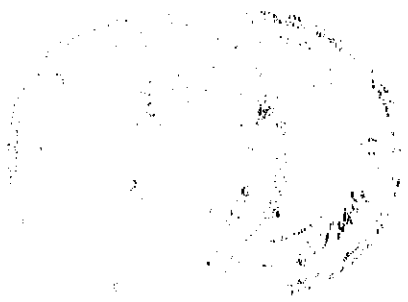

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7. Confidentiality and return of materials:

You will be required to maintain organizational secrecy and confidentiality with respect to information and procedures followed in Cybage. You should not disclose any information/materials that are an intellectual property of Cybage, its associate companies, or clients.
Upon resignation or termination of your employment, you will return to Cybage all papers and documents which may at that time be in your possession. This includes all type of material related to the business of Cybage or any of its associates or branches and you will not retain any copies or extracts therefrom.

8. Non-competition:

During the term of your employment with Cybage, you will not engage in any other employment, occupation, consulting, or other business activity related to the business in which Cybage is now involved or becomes involved during the term of your employment. You will not engage in any other activity that conflicts with your obligations to Cybage during the term of your employment and for one year thereafter without the prior written consent of Cybage.

9. Leaves and holidays:

You will be entitled to 13 planned leaves and 8 unplanned (pro-rata) leaves in every calendar year. The planned leaves will be credited semi-annually at the rate of 6.5 leaves. Unplanned leaves will be credited as per Company policy. The list of national holidays is declared by the HR department at the beginning of each year. Based on your date of joining, your leaves will be prorated.

10. Appraisal:

Your performance shall be assessed at regular time intervals and you shall be eligible for salary revision based on your performance and your capability as well as company's performance. Your designation may change at the discretion of the Company.

11. Dress code:

Work dress code ranges from Formal to Business Casual to Casual. Cybage's objective in establishing a dress code is to allow our employees to work comfortably in the workplace, while projecting a professional image not only to our customers, potential employees, community, and visitors but also within the organization. Since all casual clothing is not suitable for office, the dress code is specified in the employee manual to help you determine what is appropriate to wear to work. You should adhere to the dress code published in the employee manual on intranet.

You are required to wear formals on your date of joining, which is:

- **For Gentlemen:** Formal full sleeve shirts and trousers with a tie and polished formal shoes.
- **For Ladies:** Western formals, salwar-kameez or formal saris with sandals.

12. Termination and resignation:

A. Termination: Cybage reserves the right to terminate the services of an employee:

a) With or without cause by providing one month's notice or one month's salary instead of the notice.

b) Without notice in the following cases:

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i. If the employee is absent or on unauthorized leave without notice in writing or without sufficient reasons for seven days or more
ii. If the employee goes on a strike or supports a strike in contravention of any law for the time being in force or
iii. The employee causes damage to the physical or intellectual property of Cybage or any of its clients/associates.

B. Resignation: For resigning from Cybage, you are required to serve a notice period as per the policy of resignation and as applicable at the time of departure. In case of a shortfall of notice period, the relieving date shall be the prerogative of the company, and shall be within the notice period. Further, the company reserves the right to recover an amount equivalent to the consolidated salary for the number of days of shortfall.

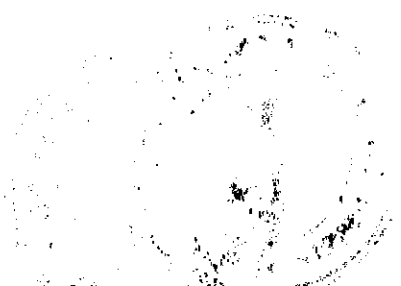
13. Rules and regulations:

You will be subject to all rules and regulations of Cybage that are in force and shall abide by them until in employment with the organization. Cybage polices are available on its intranet, which is accessible to every Cybagian, and are updated from time to time. You are expected to be aware of the company's policies and abide by them.
Cybage reserves the right to modify any or all of the above terms and conditions that shall be binding on you, from time to time.
You will be governed by the code of conduct, discipline, rules, and regulations as laid down by the Company. These can be modified and updated from time to time, and these will be deemed to form an integral part of this offer of employment.

14. Acceptance:

If the terms and conditions of this offer are acceptable to you, kindly return a duplicate of this letter of offer duly signed with your acceptance.





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ANNEXURE-3

JOINING TIME: DOCUMENT CHECKLIST

Originals and photocopies of the following documents need to be submitted on the day of joining. Non-submission of any of the documents will lead to deferment of joining formalities. Original documents will be returned after verification.

A. Educational documents:

1. 10th and 12th/Diploma mark sheets
2. Degree certificate and mark sheet (all semesters/years)
3. PG certificate and mark sheet (if applicable – for all semesters/years)
4. Any Certification mark sheet/certificate

B. Employment documents:

1. Relieving letter/resignation acceptance email/document from previous employer (Prior to Cybage)
2. Relieving and Experience letter from all past employers
3. Last 3 salary slips
4. Salary proof of fixed and variable components (appointment/increment letter)
5. Bank statement for last 3 months (if working on contract)

C. Personal documents:

1. Marriage certificate (if applicable)
2. 3 passport size photographs (with white background)
3. Passport
4. PAN (Permanent Account Number) Card
5. Aadhar Card

Before the date of joining, kindly forward the copy of your resignation letter and the acceptance of the same by your previous Employer HR to talent2join@cybage.com. You can also mail us on talent2join@cybage.com if you have any queries.

ACCEPTANCE OF OFFER

I have read the offer letter and the annexed polices. I hereby accept the offer on the aforesaid terms.

I solemnly affirm that I am not under any medication on account of any medical condition, which may adversely affect the performance of my duties in the event of my appointment pursuant to my acceptance of this offer.

I shall join duties with effect from the date mentioned hereinabove. In case of delays in joining, I shall inform the concerned authority one week in advance in writing.

Name: Signature:

Date: Place:

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29-Jan-2022

Dear Nikhil Gahininath Vikhe,
B.E., Computer Science
Aissms College Of Engineering

Candidate ID – 19957661

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. In addition, there will be an one time skill bonus of INR **25,000/-** given based on your skill proficiency. 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.

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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:**

Cognizant

Compensation and Benefits

Name: Nikhil Gahininath Vikhe **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

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

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

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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.

**** **Skill Bonus**
We wish to inform you of an additional one time skill allowance of INR 25,000/- based on your skill proficiency and this will be paid on completion of 4 months in Cognizant. Kindly note that this one time skill allowance will be subject to statutory and income tax deductions as applicable and will be recovered in case you leave us within one year of joining.

***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.



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

Nikhil Gahininath Vikhe, 22, residing at _____ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

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

RECITAL:

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

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

1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

2. Place of Employment

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

3. No Alternate Employment, No Conflict, Etc.

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

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

4. Confidentiality

a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.
c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.
f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

5. Data Protection

By signing below,
a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

6. Work Schedule

a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.
b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.
c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per

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

7. Background Check

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

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

8. Compliance with Company Policies

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

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

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

9. Non-Compete and Non-Solicit Restrictions

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

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• 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

Sign: _____
Name:

Nikhil Gahininath Vikhe

Sign: _____
Name:



Ref: 0081559_4/1639401 **Dated: January 8, 2022**

To
Nikhil

Sub: Offer of Employment

Dear Mr. Nikhil ,

Thank you for the keen interest you have shown in joining our organization. With reference to the interview and the discussions you had with us recently, we are pleased to offer you a career at Zensar. Please accept our heartiest congratulations and warm welcome to the Zensar family.

Your date of joining will be communicated to you separately.

Your 'Annual Compensation' is attached herewith as in Annexure – A.

The terms and conditions of employment are in Annexure-B.

You shall be required to work from any of the Zensar office location or as may be instructed by Zensar at the time of joining.

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Please note, this job offer will be contingent upon results of your final year examination. Zensar reserves a right to withdraw this offer in case you fail to satisfactorily perform / pass the exam. Also, the offer is conditional to verification of documents listed in Annexure C.

Please confirm your acceptance, in writing via email within 10 days after receiving this letter.

Yours Sincerely,
For Zensar Technologies Limited

Sanjeeva Maithani
Vice President – Human Resources

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Encl:Annexure – A (Salary Structure),
Annexure – B (Terms and Conditions of employment)
Annexure – C (Document Check List)

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Annexure – A

Name: Nikhil
Designation: Jr. Software Engineer
Grade : G0

Component	Annual Gross (INR)	
Basic	192000	Base salary component.
Customized Allowance Pool*	159725	This is used towards HRA / CLA, LTA, Medical Allowance and Children's Education. You may want to split the basket as per your tax plans.
Bonus	16000	Paid out as per the Payment of Bonus Act if Basic is less than 21000
Total	367725	
Company's contribution to PF	23040	12% of Basic
Gratuity	9235	As per Gratuity Act
Gross Compensation	400000	
Group Personal accident Insurance	6864	Sum Insured is Rs. 11,50,000/- Please refer to policy
Group Health Insurance Scheme		Up to four family members (in order of: Associate, Spouse, 2 Dependent Children below age 25) are covered up to a limit of Rs. 2,00,000/- P.A
Term Life Insurance		Sum Insured is Rs. 5,00,000/; Please refer to policy
Total Cost to Company	406864	

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03

Annexure – B

1. GRATUITY:

For every associate, the organization contributes 4.81% of the Basic salary towards the Gratuity fund.
All associates who have completed minimum 5 years of continuous service with the organization are entitled for Gratuity.

The entitlements are as per the following slabs:

- 5 years or more, and less than 10 years of service, Gratuity will be calculated @ 15 days basic salary for the number of years completed.
- More than 10 years and less than 15 years of service, Gratuity will be calculated @ one month basic salary for the number of years completed.
- More than 15 years of service, Gratuity will be calculated @ 1¼ month's basic salary for the number of years completed, subject to maximum of 26 months' salary.

The gratuity amount is payable on resignation/retirement subject to above conditions.

In case of death of the associate during the service, the associate's nominee is entitled for the Gratuity benefit calculated on the basis of anticipated service subject to the conditions under the scheme entered with LIC.

2. PROVIDENT FUND:

The associate becomes a member of the provident Fund Trust administered by the company from the date of the joining.

- The company deducts 12% of the basic every month through payroll as the associate's contribution to PF. Additionally, the company contributes 12 % of the associate's basic salary and the same is deposited with the Provident Fund Trust.
- Out the associate's contribution, 8.33% (subject to maximum of Rs. 541 p.m.) is remitted to The Regional Provident Fund Commissioner (RPFC), Pune towards the contribution for pension administered by RPFC.

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- The associate on resignation or retirement can apply to Trust for transfer or withdrawal of Provident Fund accumulation as per the Provident Fund rules.
- The associate is also entitled for Pension from RPFC on resignation or retirement as per the pension rules of RPFC.
- Voluntary Provident Fund: The associate, if wishes, may request for additional PF contribution minimum if 12% & maximum of 20% of Basic salary by way of deduction through payroll.

3. Other Benefits

- **Hospitalization**
  You and your spouse will be eligible to avail of the medical insurance cover.

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- **Leave**
  You will be eligible to 30 days of total leave during a year. This will include 18 days of privilege leaves and 12 days of flexi leaves. Flexi leave can be availed as casual leave, sick leave and paternity leave reasons. The details of the policy would be available to you when you join.

4. Probationary Period

- You will be on probation for a period of 12 months from the date of joining and may be confirmed as a permanent associate upon successful completion of your probation. The period of probation can be extended at the discretion of the Company.
- During the probation period, the Company has the right to terminate your services at any time upon serving one day's notice to you.

5. Notice Period

- You will be required to give three months' notice in case you decide to leave our services and the same is subject to the company's discretion. The company reserves the right at its sole discretion, to substitute the notice period by paying whole or part of your base salary in lieu of the notice period.





- In case you leave the services of Zensar within 1 year of your joining the Organization, due to any reason, you will be required to repay the total expenses incurred by the company towards reimbursement to you on account of your relocation, notice pay buyout and joining bonus, if any.

6. Garden Leave : In a situation wherein continuation of your services for the specified notice period (whether in part or in full) are not considered detrimental to the interest of the Company, the Company may allow you to serve the notice period or require you to proceed on Garden Leave during the notice period which you would have otherwise served. However, if the Company receives your request to be relieved from your duties before the completion of the notice period or during Garden Leave, then the Company at its own prerogative may relieve you from your duties on or before the completion of notice period or Garden Leave subject to clauses 8 & 9 herein.

Garden Leave shall mean "an arrangement where an employee is not required to attend his duties and responsibilities at the workplace. However, for all purposes he shall continue to be considered as an employee of the Company and make himself available, as and when required by the Company for any work pertaining to his work responsibilities including transition of responsibilities.".

7. Employee request for immediate release: In a situation wherein the Company receives your request to be relieved from your duties without serving the notice period, the Company may at its own discretion relieve you with immediate effect.

8. Notice Pay: (a) Notwithstanding the nature of termination of your employment under any of the scenarios as set out, the Company may at its discretion.

- allow you to serve the notice period or
- require you to proceed on Garden Leave during the notice period which you would have otherwise served or



- relieve you immediately or at any time while you are serving your notice period in which event you shall be entitled to receive salary for the unserved notice period.





(b) In the event, you request the Company for an early release at any time during the notice period being served, you shall be liable to pay the Company, in line with the Company policy on notice pay, for the unserved notice period. Subject to applicable laws and Company's discretion in this regard, the Company may deduct such amount from the payments that shall be payable to you as full and final settlement of your dues. The date of your release, in such event, shall be decided by your designated manager / head of department / business head, as the case may be.
The Company will not be liable for any additional severance obligations under any of the above scenarios

9. Your release from the Company's services shall be subject to satisfactory transition of your duties and responsibilities. You shall also be required to return all Company property in your possession to the person designated by the Company in this regard. Company property shall include all documents and any copies thereof in whatever form those copies may be made, whether on paper, tape, computer disc, cloud storage-based facilities or any other digital medium or otherwise. If you hold any information on any equipment which you own, you shall forthwith copy that information onto an appropriate medium, supply that copy and any other copies in your possession to the Company and then delete such information from all equipment in your possession. Subsequent to the completion of the formalities as mentioned herein, you will be notified of the date of your release. Such release date shall be at the sole discretion of Company notwithstanding your willingness to pay for the unserved notice period for an early release.

10. Statement of Facts: 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 minimum standards set by the company, the company shall have the right to terminate your services at its own discretion.

11. Group Insurances

- From the month following your joining, Company will provide you coverage under the Group Mediclaim Policy and Group Accident Insurance Policy, at no cost to you.
- It is mandatory to declare dependent (Dependent Spouse, Dependent Children) information to include them in the company Mediclaim Insurance policy.







12. Confidentiality
You agree at all times during the term of your employment and thereafter (without limit of time):

- Hold Confidential Information in strictest confidence, and not to use or attempt to use the same, except for the benefit of the Company, and
- Not to disclose or divulge Confidential Information to any person or entity without written authorization of the Company
- You agree to return to Zensar all proprietary information, including copies of paper, hard drive, disk, tape and other media, upon completion or termination of any project or upon cessation of your employment.

- For the purposes of Clause, "Confidential Information" means any Company proprietary or confidential information, technical data, trade secrets or know-how, whether oral or written or in electronic format and whether marked confidential or not, including but not limited to; research, business plans, products, product improvements, processes and process documents, services, projects, proposals, all work produced by you whether during normal working hours or not, computer program, documentation, customer lists and customers (including, but not limited to, customers of the Company with whom you become acquainted), markets, software, developments, inventions processes, formulas, technology, designs, drawings, engineering, marketing, distribution and sales methods, sales and profit figures, finances, techniques, strategies, discoveries, the title and description of any patents or patent applications filed by the Company in any country or jurisdiction (until the same is generally available to the public), and any other business information of the Company including its business plans, practice methodologies and technologies (including computer software), training materials, personnel information, client lists and information regarding the business needs, strategies and technologies of present and prospective clients and internal Company publications, whether directly or indirectly, or by drawings or inspection of documents or other tangible property and all information that comes to your knowledge which would but for this employment would not have been accessed by you, whether such information is in tangible form or not, written or otherwise and formal or not. Confidential Information however shall not include knowledge, skills, or information which is common to the business of the Company, or which is generally known outside the Company.



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- You understand that retaining the confidential nature of Confidential Information is of utmost importance to the business of the Company and in addition to the terms stipulated in this agreement herein you agree to execute a Non-Disclosure Agreement with the company.
- While performing your duties, you shall not copy / use /infringe a third-party intellectual property or confidential information.
- Any breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated without notice.

13. Non Solicitation of Associates and Clients



- You agree that during the period of your employment with the Company, and for one year after the date of termination of such employment (regardless of whether this cessation of employment is voluntary or involuntary, or caused by the breach of this Agreement by either party), other than on behalf of the Company, you will not, either directly or indirectly:
- Solicit, divert, take away, hire, or recruit, entice or attempt to solicit any associate of the Company or the business of any client, customer, potential client, potential

customer, person, or entity with whom Associate had dealings for any purpose related in any manner to the business of the Company.

- Approach or seek employment with the Company's client(s) where you are/were deployed by the Company
- You agree the foregoing restrictions are reasonable both as to time and extent given the nature and scope of the Company's present business and the duties of your employment.
- This clause shall be binding on you even after your separation from the company.

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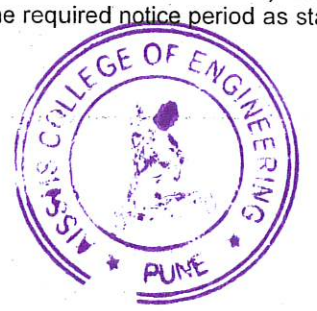
14. Intellectual Property

- All intellectual property rights, including but not limited to, patents, copyright and design rights as a result of the development of and/or the application of all work produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including but not limited to any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this employment with the Company shall be the exclusive property of the Company and you agree to assign all such Intellectual Property created during your employment to the company.
- You agree, at the Company's expense, to provide, during and after this employment, all such assistance as the Company reasonably considers necessary, to secure the vesting of such rights in the Company or Terms of Employment.
- You shall indemnify and keep the Company indemnified and harmless against all claims by any third party for loss, damage, expenses suffered, arising out of infringement of any patent, trademark, label, design or application, including software programs and applications by reason of your acts, actions, activities not authorized by the Company or acts, actions, activities undertaken by you against Company's policies, guidelines instructions.

Retirement:

- You will retire/ superannuate from the company on reaching the age of 58 years.
- Notwithstanding the clause on retirement from the company's service, your employment with the Company is subject to termination on three month's prior notice by either side. The Company however, reserves the right to, at its sole discretion, substitute the notice period by paying you basic salary in lieu of the notice period.
- For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the required notice period as stated in our Company's HR manual.



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- Notwithstanding anything else stated above, the Company shall also have the right to terminate your employment immediately without notice or payment in lieu of notice if:
    - You neglect, refuse, fail or for any reason become unable to perform any of your duties under this agreement or comply with the Company policies and code of conduct; or
    - You are guilty of any misconduct whether or not in the performance of your duties (including but not limited to being an undischarged insolvent, being convicted by any criminal court, being involved in fraudulent acts, etc) or commit any act which in the opinion of the Company is likely to bring the Company any disrepute whether or not such act is directly related to the affairs of the Company; or o You commit any breach of any of your duties or obligations under this agreement or the policies of the Company.
    - There is a discrepancy in the documents/certificates given by you as a proof in support of the information provided by you at the time of interview and in the candidate data sheet.

Jurisdiction
Even though the company may depute you overseas for on-site work to any other location, any issues arising out of your contract of employment, shall be governed by the laws of India and the courts of Pune shall have the exclusively jurisdiction

15. Indemnification

- You agree to indemnify the Company for all loss, damage, liabilities and costs and expenses, including reasonable attorney fees, suffered or incurred by the Company or caused by or related to your breach of any of the provisions contained in this Terms of Employment.

16. Other Terms and conditions

- You agree not to undertake employment, whether full-time or part-time of any other organization / entity engaged in any forms of business activity without the consent of Zensar. The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at any time at the discretion of the company.
- 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 Zensar to verify your educational, previous employment, 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 objection. 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 terminate the employment at any time during your service You agree to abide by all the policies of the Company in force from time to time.

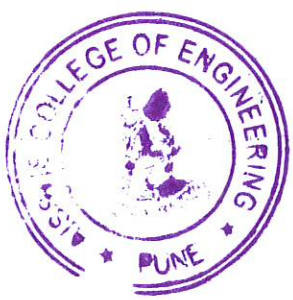
17. SMS Notification

- You agree that the Company can contact you via SMS notifications or any other telephonic mode, before , during and after Zensar's joining process, in order to, inter-alia, keep you updated and well informed on joining and/or subsequent processes and developments.

18. Disciplinary Action:

- If at any point of time, Company has reasonable prima facie justification to believe that you may have indulged in act(s) that may have violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, and the Company decides to carry out further investigation into such acts, Company reserves the right to suspend you from its services pending investigation.

- During the period of suspension, Company may ask you not to report to work (physically or remotely) and may suspend the use of your company email. Further Company reserves the right to pay you only 50% (fifty percent) of applicable salary (excluding retirement benefits or performance bonus) for the period of suspension.
- Upon completion of investigation, if the company concludes that you have not committed any such misconduct or breach of your obligations, the salary retained as above during suspension will be paid to you in the next immediate payroll cycle.
- If upon completion of investigation, company concludes that you have committed any misconduct or violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, Company may impose such punishment as it deems fit, including suspension or fine or stoppage of annual increment or reduction in rank or termination of your service for cause as provided hereunder. In such event, the salary retained as above during suspension will not be paid to you and the Company reserves the right to adjust the same against any damages or fine recoverable from you in connection with the acts committed by you.



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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:

Name in Full:

Signature:

Address:

Phone:

E-mail ID:

Date:

Place:

Note: This document gives indicative details of all plans. Their implementation is governed by policies of Zensar and applicable legal agencies and may change from time to time without prior notice. Latest Details and specifics of each plan are available with the Human Resources Function.

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Annexure – C

At the time of joining, you are requested to bring the following documents in Original, along with a copy of each

1. Proof of Age either copy of passport or school leaving certificate
2. Last Qualification Certificate

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3. Mark sheet of last qualification
4. Last salary slip
5. Two passport size color photographs
6. Copy of Pan Card
7. Copy of Passport (if available)
8. Bank Account Number and details

You must 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

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 terminate the employment at any time during your service

Please submit all the certificates supporting your educational qualifications along with mark sheets in original for verification only.

Private & Confidential

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24th January 2022

Nikita Jayesh Jakhete
Pune

E-mail ID – nikita.jakhete2000@gmail.com

Offer Letter

Dear **Nikita Jayesh Jakhete**,

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1.	Designation	:	**IT Trainee / InP - IT Trainee**
2.	Company:	:	FIS Solutions (India) Private Limited
3.	Place of Posting	:	Upper Ground Floor to 7th Floor, Westend Center One, Survey No. 169/1, Sector II, Aundh, Pune 411007, INDIA
4.	Date of Joining	:	**27th June 2022**
5.	Compensation & Benefits	:	Annual Base Pay : Rs. **765,000** /- Performance Pay : Rs. **57,375** /- Total Compensation (TC) : Rs. **822,375** /-

Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.
11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

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12. **Hours of work** : Your normal working hours shall be 9 hours per day and 45 hours per week, including applicable intervals for rest. The Company also reserves the right to vary your hours of work and days of attendance, either on a permanent or temporary basis, dependent on business requirements. In the event of this you will be provided with reasonable notice.

    The company follows a flexible working time system, which will enable You to choose your arrival and/or departure time from a range of available hours, subject to approval from your Reporting Manager. Further, You may be required to work in shifts or in a different weekly work schedule due to business reasons. You will be communicated about such differential schedule and work timings by your Reporting Manager.

    You will be required to devote the whole of your time, attention and skill to the business and affairs of the Company both during normal business hours and during such additional hours, as permitted by Law as are necessary for the proper performance of your duties or as the Company may reasonably require from time to time.

Sharing of this information will result in withdrawal of your letter of offer

A detailed Appointment Letter will be issued to you soon after you have joined the Company.

The Annexure II needs to be accepted and signed along with this offer letter.

We look forward to having you on board with Team FIS.

Yours sincerely

Amol Gupta
People Leader – India & Philippines

Regd. Office: S-405 (LGF), Greater Kailash Part II, New Delhi 110048

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FIS

ANNEXURE
Compensation and Benefits

Name: **Nikita Jayesh Jakhete** **w.e.f.** **27-Jun-22**

FIXED PAY

Particulars	Amount (PM)	Amount (PA)
Basic Salary	31,880	382,560
House Rent Allowance	15,940	191,280
Flexi Benefit Plan^	12,104	145,248
Employer's contribution to Provident Fund	3,826	45,912
BASE PAY (FIXED PAY)	**63,750**	**765,000**
Performance Bonus*		57,375
TOTAL COMPENSATION (TC)		**822,375**

ANNUAL BENEFITS

Benefit Particulars	Amount (PA)
Gratuity (As per payment of Gratuity Act)	18,402
Premium paid by the employer for Group Health Medical Insurance**	24,145
COST TO COMPANY (CTC)	**864,922**

* Your Performance Bonus represents the target amount (at 100% payout). Actual payouts can vary depending on performance and subject to the terms and conditions of the Incentive plan policy. Plan details are at the sole discretion of the company and subject to change.

Taxes and other statutory deductions/payments as per applicable law.

** To know your eligibilities for Group Health Medical Insurance, please refer to the policy

**You will also be covered as part of Group Term Life Insurance & Group Personal Accident policy. To know your eligibility please refer to the respective policy.

^ Please refer to FBP Policy for details

Your compensation can be restructured at any time protecting Total Compensation (TC)

All salary components are governed by the company policies and statutory guidelines

This salary sheet is strictly confidential and must not be discussed with anyone other than your Reporting Manager

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ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT 2000

I **Nikita Jayesh Jakhete,** confirm that I am voluntarily sharing my Personal Information with **FIS Solutions (India) Private Limited** for the following purposes:

a) Validating my Curriculum Vitae and retaining records on the same for any future reference/verification

b) Processing my job application including background verification checks and medical checks

c) Employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with **FIS Solutions (India) Private Limited**.

In this context, I also agree to the retention of such Personal Information by **FIS Solutions (India) Private Limited** for any future reference/verification and authorize **FIS Solutions (India) Private Limited** to transfer the same to a third party.

I understand that 'Personal Information' means any information, relating to me that is available with **FIS Solutions (India) Private Limited** and is capable of identifying me.

Name: **Nikita Jayesh Jakhete**

Signature: _____

Date:

COLLEGE OF ENGINEERING PUNE
Regd. Office: S-405 (LGF), Greater Kailash Part II, New Delhi 110048

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VERITAS

Veritas Software Technologies India Private Limited
EON Free Zone, 0-02 Floor, Wing 4,
ClusterA, Plot No. 1
Survey Np. 77, MIDC Knowldge Park,
Kharadi, Pune - 411014, India www.veritas.com
Tel: 020-66370297, Fax No. : 020-66157709
Corporate Identification Number:
U72200PN2015FTC154978

29-07-2022
Nishant Inamdar
Pune

Dear Nishant,

Appointment as Assoc Software Engineer

We are pleased to offer you the appointment as Assoc Software Engineer with Veritas Software Technologies (India) Private Limited.

This offer is subject to your acceptance of the following terms and conditions:

Designation: You will be appointed as Assoc Software Engineer or such other position determined by the Company from time to time (in which case the terms of this employment agreement **(the** "Agreement") will continue to apply to your new position). You will be initially be reporting to Bhavana Sane, Sr Mgr, Development, or such other person or position, as determined by the Company from time to time.

Date of Commencement: This offer is contingent on your reporting to your manager on the Date of Commencement. As agreed, you will commence your employment with the Company on 08-08-2022. If you do not report to your manager on the Date of Commencement, the Company is entitled to treat this offer and any acceptance thereof as null and void.

This offer is contingent on: (i) you obtaining at least a CGPA of 5.5 from your university ("Results") and producing to us documentary evidence of the same, and (ii) you obtaining and maintaining at all times any required work permits/qualifications for you to lawfully work for the Company in India. If you do not achieve the Results, or if you do not have and maintain any such work permits/qualifications, this offer and any acceptance hereof is deemed null and void, your employment will be terminated immediately and you agree that you are not entitled to any notice, or payment of salary in lieu of notice.

Site of Employment: The normal place of work will be Pune. You may be required to work at any premises of the Company, and its affiliates, or at the premises of their customers, clients, suppliers or associates within India, or abroad, from time to time. You agree to work in accordance with the Company's scheduled time. You recognize that your duties may require you to engage in ·vel on behalf of the Company and that flexible hours must be maintained based upon the needs of the customers. You ..xpressly agree to accept such reasonable travel and hours of work without additional compensation to the extent allowed under local labor law.

Previous Employment: If you are employed, you are expected to join the Company only after your present employer formally relieves you. You are required to submit the relieving letter from your present employer to the Company. The Company will not be liable for any consequences arising out of any of your previous employments. You hereby agree that you are not subject to any terms or conditions (whether contractual or otherwise) which restrict or may restrict your ability to carry out your duties for the Company or any Group Company.

Background Check: The offer of employment is subject to and contingent upon verification of the details provided by you and the Company's satisfaction with the results of any reference and background checks, which shall include without limitation – interviewing past and current employers and verifying educational and professional and qualifications. For business requirements, you may also be required to undergo a criminal check. If you provide or cause someone else to provide any false

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or misleading information, or if the Company is not satisfied in its absolute discretion with the results of the reference/background checks, then this offer and any acceptance of it by you will be deemed to be null and void and of no effect. If you have commenced employment, your employment may be terminated immediately and without any payment of salary in lieu of notice. As part of our joining procedure, you will be required to provide details of criminal proceedings, if any have been initiated against you before joining the Company. If there are none, you will be required to provide a written declaration stating so.

Duties and Responsibilities: You shall perform the duties and responsibilities as set by the Company and that are consistent with your position within the Company. You must act in the best interests of the Company, serve it faithfully and diligently and comply with all legal requirements applicable to you and all lawful directions issued to you by the Company from time to time. You agree that you shall not at any time during the term of this Agreement, without the prior written consent of the Company, be engaged, employed, concerned or interested, directly or indirectly, in any other employment, business or occupation that may conflict with your duties to the Company.

..alary: You will receive an annual gross base salary of Indian Rupees ₹1,050,000.00 payable in monthly installments (Please review the attached Salary annexure sheet for the detailed breakup of the above mentioned compensation before the acknowledgement, which forms the part of this offer letter). Such salary shall be subject to all applicable withholding income tax requirements and other applicable deductions.

Annual Incentive Plan: Based on your position, you are eligible to participate in the Annual Incentive Plan (AIP), a discretionary incentive program that rewards the achievement of Veritas Technologies LLC's financial objectives. This plan may be amended, withdrawn or replaced without notice and at the Company's sole discretion, subject to applicable local law. Under the current program, you will be eligible for an annual bonus target of 7% of your annual salary/OTE. Your actual payment may be higher or lower depending on company performance and will be prorated based on your hire date in relation to the current fiscal year AIP plan. Details of the AIP plan will be made available to you once you begin your employment with Veritas. To receive the award, you must satisfy all eligibility requirements of the Program, which will be available to you after you begin your employment.

Annual Leave: You will receive annual leave in accordance with the Company's annual leave policy. The details of this policy may be found at HR VHelp.

Public Holiday: You shall be granted public holidays as listed for office employees by the local Government.

..spension: The Company further reserves the right to suspend you with or without pay from employment during any period where the Company is investigating your alleged misconduct and/or any breach (including but not limited to any breach of the Policies as defined below or any other regulations) by you.

Termination: The Company shall, at its sole discretion, be entitled to suspend you without pay, demote you or terminate your employment immediately upon written notice (but without prejudice to the rights and remedies of the Company for any breach of this Agreement and to your continuing obligations under this Agreement) and without any payment of salary in lieu of notice in any of the following cases, which are deemed "for cause":

- if you are dishonest or engaged in serious or persistent misconduct or, without reasonable cause, neglect or refuse to attend to your duties or fail to perform any of your obligations hereunder, or breach the terms of this Agreement, or fail to observe the Company's disciplinary rules or any other regulations of the Company from time to time in force, or fail to perform your duties to the satisfaction of the Company;
- if you become bankrupt or have a receiving order made against you, or make any general composition with your creditors;

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- if you commit any act that is in contravention of any laws of India and undergo police investigation therefor, without satisfactory explanation to the Company, or if you are present in Company's premises under the influence of alcohol and/or any other intoxicating substances; and/or
- if you are **absent** from work without the Company's consent for a continuous period of **three working days**, unless your absence is due to circumstances beyond your control or later is excused by medical certification valid for the period of absence

In the event that your employment with the Company is terminated for any other reason, the Company will provide 60 days' notice (or such greater amount of notice as may be required by law) or payment in lieu of notice. If you voluntarily terminate your employment with the Company, you must provide us with 60 days' written notice.

During any period of notice, you may be required by the Company, in its absolute discretion, not to contact its employees, stomers or suppliers, not to attend at your place of work at any time and not to perform any duties for the Company or to perform only such duties, specific projects or tasks as are assigned to you expressly by the Company, for such period and at such place or places (including, without limitation, your home) as the Company deems appropriate, provided that you will be entitled to receive full pay and benefits (excluding any commission or bonus) during such period. For the avoidance of doubt, you will remain the Company's employee during any such period and may not carry out any work for any third party.

Effect of Termination: Upon termination of this Agreement pursuant to the section on Termination for cause set out in clause 12, you shall not be entitled to any compensation, severance pay, or indemnity whatsoever.

Policies of the Company: You are subject to the policies, procedures and rules of the Company ("**Policies**") as amended from time to time. For the avoidance of doubt, the Policies do not create contractually binding obligations on the Company, however, failure on your part to comply with the Policies may result in disciplinary action up to and including termination of your employment.

Restrictive Covenant: You will not for a period of six (6) months after the termination of your employment (without the previous consent in writing of the Company) and whether on your own account or for any other person, firm or company directly or indirectly in connection with any business similar to or in competition with the business of the Company solicit or endeavor to entice away from the Company any person, firm or company (a) who or which in the 12 months prior to the end of your employment shall have been a client or supplier of or in the habit of dealing with the Company and (b) with whom or which you ıd personal dealings in the course of your employment in the 12 months prior to the end of your employment.

You will not for a period of six (6) months after the termination of your employment (without the previous consent in writing of the Company), either alone or in association with others (i) solicit, or permit any organization directly or indirectly controlled by you to solicit, any employee of the Company to leave the Company, or (ii) solicit for employment, hire or engage as an independent contractor, or permit any organization directly or indirectly controlled by you to solicit for employment, hire or engage as an independent contractor, any person who was employed by the Company at the time of the termination or cessation of your employment with the Company; provided, that this clause (ii) shall not apply to any individual whose employment with the Company has been terminated for a period of twelve months or longer.

Data Privacy: You expressly consent to the processing (including collection, use, and local and international transmission to databases within the Company's Group or third-

party contractors storing such data on the Company's behalf) of your personal data. You may request and obtain access to your own personal data (where collected) and correct or delete such data (where appropriate). The Company's data privacy

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Corporate Identification Number:
U72200PN2015FTC154978

authorization is set out in the Employee Privacy and Data Protection Notice.

Entire Agreement: This Agreement, along with the Confidentiality and Intellectual Property Agreement and the Employee Privacy and Data Protection Notice, constitutes the entire agreement between the parties about its subject matter and supersedes all previous agreements, understandings and negotiations on that matter.

Conditions: This Agreement shall be interpreted and given effect in accordance with the laws of India. The parties agree to submit to the exclusive jurisdiction of the courts of the state of Maharashtra with respect to the adjudication of any dispute arising hereunder. Nothing in this Agreement shall operate to exclude or limit any liability for fraud. If any term or provision of this Agreement should be held by a court of competent jurisdiction to be invalid or in any way unenforceable it shall be severed and the remaining provisions shall not in any way be affected or impaired, and this Agreement shall be construed so as to most nearly give effect to the intent of the parties as it was originally executed.

Group or Group Company: For the purposes of this Agreement, the "**Group**" or "**Group Company**" means the Company, Veritas Technologies LLC ("**Veritas**"), any subsidiary of the Company or Veritas, any holding company of the Company or Veritas and any subsidiary of such a holding company. The expressions "subsidiary" and "holding company" shall have the meanings given to them by section 4 of the Companies Act 1956.

Employment with the Company is contingent upon verification of your personal and professional references. In addition, if you agree to the foregoing terms and conditions of your employment with the Company, please indicate your acceptance by signing the acknowledgment below.

This offer is valid for 5 business days from the date of this letter.

I look forward to working with you in the future. I am sure you will find the Company a challenging and rewarding place to be.

For,
Veritas Software Technologies (India) Private Limited

Leucadia Milly Sandeep
India HR Lead - (Business Partner & Talent Acquisition)

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HARMAN
A SAMSUNG COMPANY

May 17, 2022

Nishi Jain
Plot no.21,ML town,nalva road,,nandurbar-425412
Pune- 425412
Maharashtra

Sub: Offer of Employment

Dear Nishi,

Thank you for investing your time to pursue an opportunity with **Harman Connected Services Corporation India Pvt. Ltd, Pune.**

We are delighted in offering you an employment opportunity as **Associate Engineer-Product Development** with Harman Connected Services Corporation India Pvt. Ltd. Pune

Further, "Company" for all purposes in this document shall mean Harman Connected Services Corporation India Pvt. Ltd, Pune and or its Affiliates, where the context may so require.

Following are the terms and conditions associated with your employment:

- You will receive a fixed compensation package of **INR 500000/-** per annum.
- You will also receive a one time Joining bonus of **INR 50000/-**.You will receive a one-time Joining Bonus of Rs. 50,000/- paid out in 2 equal instalments. The first instalment of Rs. 25,000/- is to be paid along with salary payable for your sixth month, and the second instalment of Rs. 25,000/- is to be paid along with salary payable for your twelfth month.
- Your date of joining will be on/before **30 May 2022**.
- Your initial place of posting will be in **Harman Connected Services - Pune**
- You will report to the **Business Unit/Function Head** or his/her nominee.
- 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.
- This offer and the subsequent employment is contingent upon you successfully clearing your degree and submitting all relevant documentation on or before October 31, 2022. Any failure to do within the prescribed duration shall result in termination of your employment with immediate effect.
- Your employment is contingent upon satisfactory reference & background checks including verification of your application materials, education and employment history. Your employment is also contingent upon your ability to work for the Company without restriction. By virtue of accepting this offer letter, you are hereby confirming that you do not have any non-compete obligations or other restrictive clauses of any nature whatsoever with any previous employer/s)
- If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and /or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.
- It is your responsibility to notify the Company of any changes in your personal information (like address, contact phone number, additional qualifications, marital status, change of nomination, passport details etc.) within 3 working days.
- Company has different Business Units and you may be transferred within or across Business Units based on the requirement of Company. Please note you may also be transferred to any location and may be required to work in different shift timing as per the business requirements.
- Your designation may be changed depending on the work assigned to you at the discretion of the Company.
- You will be entitled for an aggregate of 21 days of Privilege/Earned leave in accordance with the Company's policy as applicable from time to time. For all other leave types, you can refer to HR Policy section in the Company Intranet.
- You will be entitled to personal accident insurance coverage under the Company's group insurance plan. You and your family will be entitled to a comprehensive health insurance plan.
- During the course of your employment, to enable you to discharge your duties efficiently, Company may invest in you by providing you specialized and/or certified job-related training. If you choose to separate from the Company after undergoing the training (for a minimum period as may be communicated prior to such training), Company has the right to recover any and all expenses expended on your training including and not limited to associated expenses thereof.
- You may be required to travel on Company work and you will be reimbursed expenses as per the then prevalent Company policy on travel and expenses.

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- You will not undertake business of similar nature with any other Company during the period of your employment with this Company.
- The notice period applicable for separating from the Company's services is 90 days. You will find more details on the separation procedure/ process on the HR Policy section of the Intranet.
- 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).
- If you are absent for a continuous period of 5 working days without obtaining your manager's approval, Company may construe this as an act of abandonment and will proceed to follow the process as defined under the policy concerned.
- 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 60 years.
- You shall not at any time, disclose to anyone any information, know-how, knowledge, secrets, methods, plans, drawings, designs, etc. of the Company. Also, you shall not take any technical documents or information or copies thereof belonging to the Company outside the office unless specifically entrusted to you in writing.
- 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 your employment with the Company, you shall be subject to, and have to abide by, the rules and regulations stipulated by the Company. 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 Service Conditions enumerated in Annexure 1. Any and all of the terms and conditions of service may be modified or changed at any time by the Company at its discretion.
- The benefits as outlined in Annexure 2 & 3 are subject to change at the Company's discretion.

We are excited to have you join us and welcome you to the Harman family.

Please also submit a duplicate copy of this letter duly signed at the time of joining. On the day of joining, you are requested to be present at 8:30 a.m. for your on-boarding formalities at Hinjewadi IT Park , Rajiv Gandhi Infotec Park, Phase - I, Hinjewadi Plot 41, Ground Floor, 1st, & 7th Floor, Terrace Pune- 411057 Maharashtra

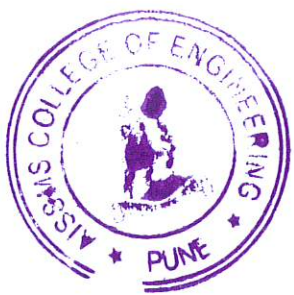
You are required to submit to us the following at the time of your joining:

- Photocopies of your 10th and highest educational qualifications (including all marks sheet)
- 3 passport size photographs with dark grey background(Sample enclosed).
- Relieving letter from previous employer, if applicable
- Recent Salary statement, if applicable
- Documents indicating employee number of last two employers, if applicable
- Photocopy of Passport (indicating Passport number, validity, address and age)
- Proof of age and address if different from those mentioned in Passport or not having Passport
- Photocopy of PAN card, (Any other Identity card if PAN not allotted)
- Income Tax computation sheet and Form 12B of previous employer/s in the current financial year(if applicable)
- Company Personal Data form

Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter within 1 week of the date of offer release

For Harman Connected Services Corporation India Pvt. Ltd.

Subhajit Ghosh - Senior Manager, Talent Acquisition





HARMAN
A SAMSUNG COMPANY

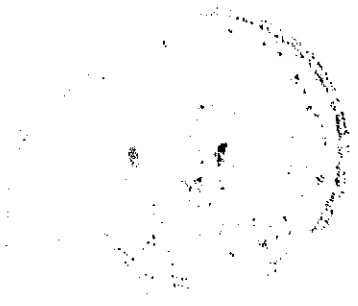
Enclosed Annexures:

1) Employee Service Conditions
2) Compensation break-up detail
3) A note on your Total Rewards

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: Jain
Name: NISHI JAIN
Date:
Expected date of joining: 30 MAY 2022





HARMAN
A SAMSUNG COMPANY

Annexure 2: Compensation Break-Up Detail

Name:	Nishi Jain
Designation:	Associate Engineer-Product Development
Grade:	9A

Gross Salary:	500,000
Base Salary:	500,000

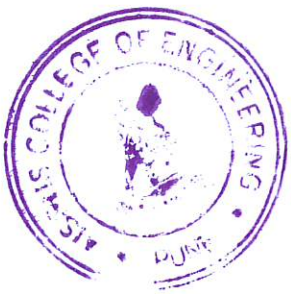
Components	Monthly (in Rs.)	Annual (in Rs.)
Basic	16,667	200,000
House Rent Allowance	6,667	80,000
Statutory Bonus	583	7,000
Flexible Benefit Package*	14,948	179,380
Fixed Salary - (A)	**38,865**	**466,380**
PF - Employer's contribution	2,000	24,000
Gratuity	802	9,620
Statutory Benefits - (B)	**2,802**	**33,620**
Base Salary	**41,667**	**500,000**
Gross Salary - (A + B)		**500,000**

Note:

a) Taxes are applicable as per statutory rules.
b) Flexible Benefit Package is payable towards salary components explained in the Total Rewards annexure as per the Company policy. The value of such benefits shall not exceed the amount mentioned above under FBP.
c) Details of the other benefits are mentioned in the Annexure 3 "Note on Total Rewards".

For Harman Connected Services Corporation India Pvt. Ltd

Subhajit Ghosh - Senior Manager, Talent Acquisition



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B 29 42

12th January 2022

Omkar Deepak Kunde
Pune

E-mail ID – omkarkunde19601@gmail.com

Offer Letter

Dear **Omkar Deepak Kunde**,

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1.	Designation	:	**IT Trainee / InP - IT Trainee**	
2.	Company:	:	FIS Solutions (India) Private Limited	
3.	Place of Posting	:	Upper Ground Floor to 7th Floor, Westend Center One, Survey No. 169/1, Sector II, Aundh, Pune 411007, INDIA	
4.	Date of Joining	:	**14th February 2022**	
5.	Compensation & Benefits	:	Annual Base Pay : Rs.	**765,000** /-
			Performance Pay : Rs.	**57,375** /-
			Total Compensation (TC) : Rs.	**822,375** /-

Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.
11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust, or any material act of dishonesty involving the Company or its Affiliates.

12. **Hours of work** : Your normal working hours shall be 9 hours per day and 45 hours per week, including applicable intervals for rest. The Company also reserves the right to vary your hours of work and days of attendance, either on a permanent or temporary basis, dependent on business requirements. In the event of this you will be provided with reasonable notice.

    The company follows a flexible working time system, which will enable You to choose your arrival and/or departure time from a range of available hours, subject to approval from your Reporting Manager. Further, You may be required to work in shifts or in a different weekly work schedule due to business reasons. You will be communicated about such differential schedule and work timings by your Reporting Manager.

    You will be required to devote the whole of your time, attention and skill to the business and affairs of the Company both during normal business hours and during such additional hours, as permitted by Law as are necessary for the proper performance of your duties or as the Company may reasonably require from time to time.

Sharing of this information will result in withdrawal of your letter of offer

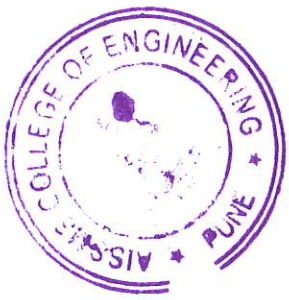
A detailed Appointment Letter will be issued to you soon after you have joined the Company.

The Annexure II needs to be accepted and signed along with this offer letter.

We look forward to having you on board with Team FIS.

Yours sincerely

Amol Gupta
People Leader – India & Philippines



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A8

FLAIR MINDS
Software Solutions

01-Jul-2022

Subject: Offer leter

Onkar Bhondwe.

Dear Onkar,

Further to our recent discussions, we are pleased to offer you employment with Flair Minds ("the Company") on the following terms and conditions

1. START DATE

Your contract with the Company shall commence on **01st July 2022** ("the Start Date") or such earlier date as is agreed between you and the Company.

2. JOB TITLE

You are being engaged as a **Trainee Associate on probation for a period of 3 months** and will be expected to carry out duties appropriate to this appointment.

3. REMUNERATION

We are pleased to offer you a monthly stipend of **Rs 15,000 (Indian Rupees Fifteen Thousand Only).**

4. PLACE OF WORK

You will initially perform your duties principally at our Pune address given below. The Company will have the right to transfer you to any other work locations.

11, Soormani, 163, D P Road, Opp DAV School Gate 2, Aundh, Pune 411 007, Maharashtra, India.

5. WORKING HOURS

The Company's normal office hours are from 9am to 6pm, Monday to Friday including a one hour lunch break. However you will be expected to devote sufficient time to your duties to enable them to be carried out efficiently, which may require you to attend the office, or to be available to fulfil your function, outside these hours and days.

6. PROBATION PERIOD

Appointment to the permanent staff is subject to confirmation following the completion of a satisfactory **probationary period of 3-6 months**, And 2 year verbal commitment or such additional period as may be deemed necessary by the Company in its absolute discretion. You will be confirmed with all employmentbenefits on or before the above period.

7. TAXATION

Applicable TDS and professional tax will be deducted from both salary and bonus (if any) as per existing income tax laws from time to time.

8. TERM OF work

a) In line with local practice, the following notice of termination of Contract will be given by the

AISSMS COLLEGE OF ENGINEERING PUNE

44

FIS

17th January 2022

Pinak Prashant Pandit
Pune

E-mail ID – pinak.pandit@gmail.com

Offer Letter

Dear **Pinak Prashant Pandit.**

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1.	Designation	:	**IT Trainee / InP - IT Trainee**		
2.	Company:	:	FIS Solutions (India) Private Limited		
3.	Place of Posting	:	Upper Ground Floor to 7th Floor, Westend Center One, Survey No. 169/1, Sector II, Aundh, Pune 411007, INDIA		
4.	Date of Joining	:	**27th June 2022**		
5.	Compensation & Benefits	:	Annual Base Pay	: Rs.	**765,000** /-
			Performance Pay	: Rs.	**57,375** /-
			Total Compensation (TC)	: Rs.	**822,375** /-

Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.
11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

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12. **Hours of work** : Your normal working hours shall be 9 hours per day and 45 hours per week, including applicable intervals for rest. The Company also reserves the right to vary your hours of work and days of attendance, either on a permanent or temporary basis, dependent on business requirements. In the event of this you will be provided with reasonable notice.

    The company follows a flexible working time system, which will enable You to choose your arrival and/or departure time from a range of available hours, subject to approval from your Reporting Manager. Further, You may be required to work in shifts or in a different weekly work schedule due to business reasons. You will be communicated about such differential schedule and work timings by your Reporting Manager.

    You will be required to devote the whole of your time, attention and skill to the business and affairs of the Company both during normal business hours and during such additional hours, as permitted by Law as are necessary for the proper performance of your duties or as the Company may reasonably require from time to time.

Sharing of this information will result in withdrawal of your letter of offer

A detailed Appointment Letter will be issued to you soon after you have joined the Company.

The Annexure II needs to be accepted and signed along with this offer letter.

We look forward to having you on board with Team FIS.

Yours sincerely

Amol Gupta
People Leader – India & Philippines

AISSMS COLLEGE OF ENGINEERING PUNE

ANNEXURE
Compensation and Benefits

Name: **Pinak Prashant Pandit** **w.e.f.** **27-Jun-22**

FIXED PAY

Particulars	Amount (PM)	Amount (PA)
Basic Salary	31,880	382,560
House Rent Allowance	15,940	191,280
Flexi Benefit Plan^	12,104	145,248
Employer's contribution to Provident Fund	3,826	45,912
BASE PAY (FIXED PAY)	**63,750**	**765,000**
Performance Bonus*		57,375
TOTAL COMPENSATION (TC)		**822,375**
ANNUAL BENEFITS		
Benefit Particulars		**Amount (PA)**
Gratuity (As per payment of Gratuity Act)		18,402
Premium paid by the employer for Group Health Medical Insurance**		24,145
COST TO COMPANY (CTC)		**864,922**

* Your Performance Bonus represents the target amount (at 100% payout). Actual payouts can vary depending on performance and subject to the terms and conditions of the Incentive plan policy. Plan details are at the sole discretion of the company and subject to change.

Taxes and other statutory deductions/payments as per applicable law.

** To know your eligibilities for Group Health Medical Insurance, please refer to the policy

**You will also be covered as part of Group Term Life Insurance & Group Personal Accident policy. To know your eligibility please refer to the respective policy.

^ Please refer to FBP Policy for details

Your compensation can be restructured at any time protecting Total Compensation (TC)

All salary components are governed by the company policies and statutory guidelines

This salary sheet is strictly confidential and must not be discussed with anyone other than your Reporting Manager

AISSMS COLLEGE OF ENGINEERING PUNE

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT 2000

I **Pinak Prashant Pandit,** confirm that I am voluntarily sharing my Personal Information with **FIS Solutions (India) Private Limited** for the following purposes:

a) Validating my Curriculum Vitae and retaining records on the same for any future reference/verification

b) Processing my job application including background verification checks and medical checks

c) Employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with **FIS Solutions (India) Private Limited**.

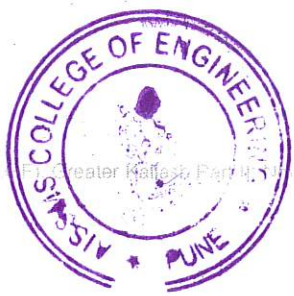
In this context, I also agree to the retention of such Personal Information by **FIS Solutions (India) Private Limited** for any future reference/verification and authorize **FIS Solutions (India) Private Limited** to transfer the same to a third party.

I understand that 'Personal Information' means any information, relating to me that is available with **FIS Solutions (India) Private Limited** and is capable of identifying me.

Name: **Pinak Prashant Pandit**

Signature: _____

Date:



LTI
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Date: October 14, 2021

Ref: LTI/HR/EN3/Campus/2022

Name: Pinak Pandit

College: All India Shri Shivaji Memorial Society's Institute of Information Technology,Pune

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Pinak Pandit,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on being selected as a **Graduate Engineer Trainee.** This offer is on the following terms and conditions, subject to a successful background check

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs.30000** as per the details mentioned in **'Annexure-1'.**

2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.

3. You are required to register yourself as an 'apprentice' on the apprenticeship portal http://www.mhrdnats.gov.inwithin [7] days from the date of this offer or once your final semester is completed as applicable. You shall be required to accept the offer on the portal site as well.

4. You will also be issued a detailed Letter of Appointment as Graduate Engineer Trainee subject to you meeting the eligibility criteria as mentioned in **'Annexure-2'**. Your appointment is in accordance with the Apprentices Act, 1961.

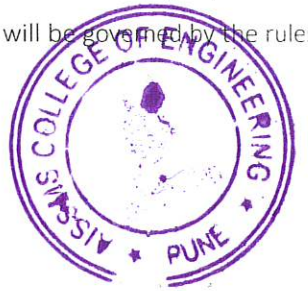
5. **Documents** - Your offer is subject to you submitting all the mandatory documents at the time of joining. You may also need to submit other such documents as Company deems fit from time to time. In order to facilitate the joining process, we require documents in original from your end, which are mentioned in **'Annexure-3'**.

6. **Background Verification** - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.

   If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this **Graduate Engineer Trainee Offer Letter**on the **CampBuzz Portal** (https:\ \campbuzz.lntinfotech.com) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period on the Company portal and accept the offer on the portal within (7) days, the aforesaid offer automatically stands cancelled. Post registration on the CampBuzz portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

7. All Annexures appended herewith shall form an integral part of this letter.

8. Your engagement with the Company will be governed by the rules, regulations and policies of the Company in effect.



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9. The terms and conditions mentioned above are subject to change at any time at sole discretion of the Company and as per business demands without prior notice.

10. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

11. Post successful completion of 3 months and subject to joining the Company, your annual CTC including all benefits will be as per the details mentioned in **'Annexure-4'**.

12. As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining.

    If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

    We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

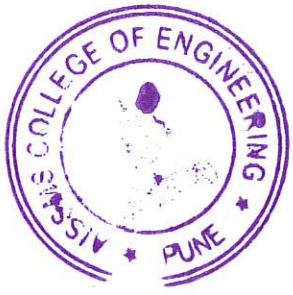
For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Director - Campus
Recruitment, Learning
& OD

I have read the letter and accept the same.

Signature and Date



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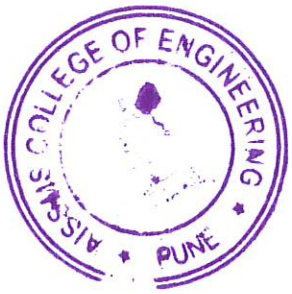
ANNEXURE-1

Name : Pinak Pandit	Date : October 14, 2021
Grade : GA2	
COMPONENTS	Rs. (P. M.)
Stipend	30000

Medical Insurance Premium

The Group Mediclaim Policy of Company covers trainee, employee and Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.

Trainees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.



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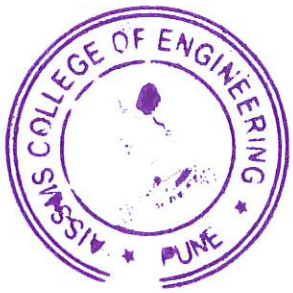
ANNEXURE-2

Eligibility Criteria for Engineering - Year 2022 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2022)	Less than 24 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA
	NOTE: • SSC /HSC should have cleared in FIRST ATTEMPT only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, final semester should have cleared in FIRST ATTEMPT only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation, Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above OR Equivalent CGPA
	• For the interview process, an aggregate of 60% & above till the results of the last conducted examination will be considered • Aggregate of 60% & above or equivalent CGPA must be obtained after declaration of final semester results
	• Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	• Conversion from CGPA into Percentage must be calculated as per your respective University norms
	• Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation, Post Graduation)	• No active/live backlogs allowed at the time of the interview process • All backlogs (if any) must be cleared with the final semester exams • All final semester subjects must be attempted and cleared in the First Attempt (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course)
	• Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2022 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization



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Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.

2. I am aware that this recruitment process is completely free of cost.

3. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.

4. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.

5. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement

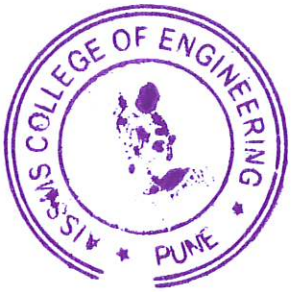
6. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months from the date of my current interview process.

Candidate Signature: _____

Name: _____

Institute Name: _____

Mobile No: _____



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ANNEXURE-3

Please bring along with you the following documents in original and one copy of the same.

A. Duly acknowledged copy of the Graduate Engineer Trainee Offer Letter.

B. Non-Disclosure Agreement.

C. Two copies of your recent passport size photograph with white background.

Attested copies of the following

1. Proof of age.
2. SSC/HSC or equivalent examination mark sheets.
3. Diploma / Degree mark sheets for all the Semesters/Years.
4. Passport first & last page.
5. Four wheeler Driving License.
6. Pan card.
7. Aadhar card.

You are requested to note that our offer is subject to submitting the above documents.

AISSMS COLLEGE OF ENGINEERING * PUNE *

LTI
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ANNEXURE-4			
Name	: Pinak Pandit	Date	: October 14, 2021
Salary Grade	: GE2		

Components	Rs. p.a.	Rs. p.m.
Basic		15000
Bouquet of Benefits		23800
A. Base Salary (PA)	465600	38800
Annual Incentive	0	
B. Total Variable (PA)	0	
C. Total Target Cash (A+B)	465600	
Provident Fund (PF)	21600	1800
Gratuity	8658	722
Mediclaim Premium	6773	
D. Retirals & Other Benefits	37031	
Cost to Company (CTC) C+D	502631	

AISSMS COLLEGE OF ENGINEERING PUNE

Medical Insurance Premium:

The Group Mediclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.

Employees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.

Notes:

1) Basic will be reckoned for PF, Gratuity (if applicable) and Leave Encashment as per rules.
2) H.R.A. will be deducted for accommodation (if any) provided by the Company.
3) You are covered under the ESIC Act and there will be statutory deductions as per the ESI policy.
4) The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
6) The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7) Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

- Following are the components applicable to you under **Bouquet of Benefits (BOB).**

Components	Limits	Remarks
House Rent Allowance (PM)	10% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional

*Balance amount under BoB will be paid as Adhoc Allowance per month and will be fully taxable.

-You are required to declare your options under BoB in the SSC Portal.The guidelines relating to BoB are available under HR Policies.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

- Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.

REVAL
Redefining Valuation

Current Address: Reval Analytical Services Pvt Ltd
Office No: B 301, 3rd floor,
Mayfair Tower II, KB Joshi Path,
Sphurti Society, Wakadewadi, Shivajinagar,
Pune, Maharashtra 411005

Dear Mr. Piyush Chordia,

We are pleased to offer you employment at Reval Analytical Services Pvt. Ltd. We feel that your skills and background will be valuable asset to our company.

As per our discussion we in principal agree to make you a formal offer for the position of **"Trainee Software Developer"** with our organization.

Your CTC (Cost to the Company) will be **Rs. 5, 00, 205 /- (Rupees Five Lakhs Two Hundred and Five only).**

Your date of joining is March 02, 2022.

This offer of employment with Reval Analytical Services Pvt. Ltd. is subject to the successful verification of information provided by you.

You are advised to re-confirm your agreement on the above mentioned points to initiate the HR process for your joining formalities.

Kindly bring the following documents on your joining day:

- Photograph - 3
- Educational Certificates (Originals) and Xerox of each one
- Copy of Adhaar & PAN card.
- Certifications, if any.
- Previous Increment Letter if any.
- Relieving Letter & Clearance Certificate.
- Pay slip of last 3 Months.
- Experience Letter – All pervious & Current Employer
- Copy of offer & offer acceptance Letter.

COLLEGE OF ENGINEERING PUNE

Hashedin
by Deloitte

HashedIn Technologies Private Limited
#36/5, Somasundara Palya,
27th Main Road, Sector 2,
HSR Layout, Bengaluru- 560102
Tel : +91 90360 16503

22nd February 2022
Mr. Piyush Dipak Pandey
Chandrapur, 442502
India

Dear Piyush Dipak Pandey

We are pleased to inform you that your application for an Internship program has been accepted.

We are pleased to offer you an appointment for the position of **Software Engineering Associate** at **B8**. Your internship with **HashedIn Technologies Private Limited** ("Company") will be located in Bengaluru. The Internship program is for a duration of **Four Months** beginning **14th March 2022** to **29th July 2022.**

During this period, you will be paid a monthly stipend of **INR 25000** per month.

This Internship will cease either upon its completion or on **29th July 2022** whichever is earlier. You will maintain confidentiality of the information you would have access to - both during and after the completion of the assignment.

Upon your reporting, you will be informed of your guide and program scope.

This will be followed by a job offer of Software Engineer- I at Band 7 upon successful completion of your internship and coursework. Post internship, you will be entitled to receive a gross CTC of INR 8,10,000/- (Rupees Eight Lakhs Ten Thousand Only). You can refer to the following table for the breakup.

Component	Amount in INR
Fixed CTC	₹ **630000**
Performance Variable Bonus Upto	₹ **105000**
Total Cost to Company	₹ **810000**
Joining Bonus (One Time Payment)	₹ **75000**

In case you need further information, please do a "reply all" with your concern and we will get back to you at the earliest.

For **HashedIn Technologies Private Limited**
Best Regards,

Authorized Signatory

Signature

Date

AISSMS COLLEGE OF ENGINEERING PUNE

47

B46

55

Offer: Computer Consultancy
Ref: TCSL/DT20218321632/Pune
Date: 05/10/2021

Ms. Piyusha Uday Pawar
Flat No. A4, Suyog Nikung Housing Society, Sr No. 116/1/12/1/6,,
Near Hdfc Bank, Baner,
Pune-411045,
Maharashtra.
Tel# -

Dear Piyusha Uday Pawar,

Sub: Letter of Offer

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

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

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

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

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

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹14,784/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be **₹5,914/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of **₹500/-** being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of ₹**1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

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

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

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

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

CITY ALLOWANCE

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

XPLORE/ LEARNING INCENTIVES

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

OTHER BENEFITS

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

HIS offers the following benefits:

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1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

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

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

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RETIRALS

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

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

TERMS AND CONDITIONS

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

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

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

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

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

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

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

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

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

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

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

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

8. **Alternative Occupation / Employment**
Either during the period of your traineeship or during the period of your employment as a

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Work in SBWS mode

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

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

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related

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documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

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

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

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

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

16. Retirement

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

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by

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TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

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

19. Background Check

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

20. Submission of Documents

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

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

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

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

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

The original documents will be returned to you after verification.

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

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

21. TCS Xperience Program

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

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

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

22. Letter of Appointment

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

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from

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time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

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

25. Data Privacy Clause:

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

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

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

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

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

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

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Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET Annexure 1

Name	Piyusha Uday Pawar
Designation	Assistant System Engineer-Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive**		Upto 60,000

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

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

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

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

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

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

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TATA



Annexure 2

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

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



Annexure 3

Confidentiality and IP Terms and Conditions

1. **Confidential Information**

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

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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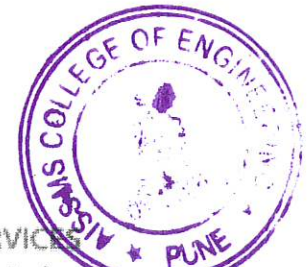

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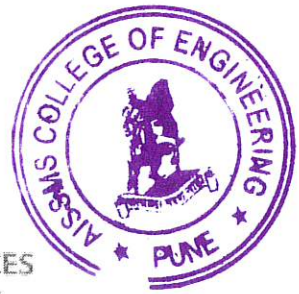
2. **Associate's Obligations**

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

3. **Intellectual Property Rights**

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



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4. **Prior knowledge**

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

5. **Use of third party material**

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

6. **Security policies and Guidelines.**

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

7. **Working in SBWS Framework:**

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

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

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

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



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10. Equitable Rights

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

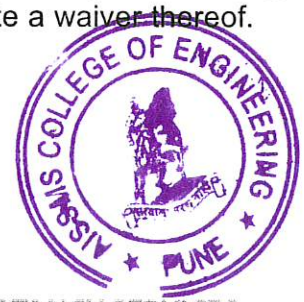
11. General

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

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

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

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



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

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

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Ref: 0081559_3/1639359

Dated: January 8, 2022

To
Poonam Raut

Sub: Offer of Employment

Dear Ms. Poonam Raut,

Thank you for the keen interest you have shown in joining our organization. With reference to the interview and the discussions you had with us recently, we are pleased to offer you a career at Zensar. Please accept our heartiest congratulations and warm welcome to the Zensar family.

Your date of joining will be communicated to you separately.

Your 'Annual Compensation' is attached herewith as in Annexure – A.

The terms and conditions of employment are in Annexure-B.

You shall be required to work from any of the Zensar office location or as may be instructed by Zensar at the time of joining.

Please note, this job offer will be contingent upon results of your final year examination. Zensar reserves a right to withdraw this offer in case you fail to satisfactorily perform / pass the exam. Also, the offer is conditional to verification of documents listed in Annexure C.

Please confirm your acceptance, in writing via email within 10 days after receiving this letter.

Yours Sincerely,
For Zensar Technologies Limited

Sanjeeva Maithani
Vice President – Human Resources

Encl:Annexure – A (Salary Structure),
Annexure – B (Terms and Conditions of employment)
Annexure – C (Document Check List)

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CIN: L72200PN1963PLC012621
Tel: +(20) 6607 4000, 2700 4000
+(20) 6605 7888

www.zensar.com

Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune 411014

zensar

Annexure – A

Name: Poonam Raut
Designation: Jr. Software Engineer
Grade : G0

Component	Annual Gross (INR)	
Basic	192000	Base salary component.
Customized Allowance Pool*	159725	This is used towards HRA / CLA, LTA, Medical Allowance and Children's Education. You may want to split the basket as per your tax plans.
Bonus	16000	Paid out as per the Payment of Bonus Act if Basic is less than 21000
Total	367725	
Company's contribution to PF	23040	12% of Basic
Gratuity	9235	As per Gratuity Act
Gross Compensation	400000	
Group Personal accident Insurance	6864	Sum Insured is Rs. 11,50,000/- Please refer to policy
Group Health Insurance Scheme		Up to four family members (in order of: Associate, Spouse, 2 Dependent Children below age 25) are covered up to a limit of Rs. 2,00,000/- P.A
Term Life Insurance		Sum Insured is Rs. 5,00,000/-. Please refer to policy
Total Cost to Company	406864	

An RPG Company

CIN: L72200PN1963PLC012621
Tel: +(20) 6607 4000, 2700 4000
+(20) 6605 7888

www.zensar.com

Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune 411014

zensar

Annexure – B

1. GRATUITY:

For every associate, the organization contributes 4.81% of the Basic salary towards the Gratuity fund.
All associates who have completed minimum 5 years of continuous service with the organization are entitled for Gratuity.

The entitlements are as per the following slabs:

- 5 years or more, and less than 10 years of service, Gratuity will be calculated @ 15 days basic salary for the number of years completed.
- More than 10 years and less than 15 years of service, Gratuity will be calculated @ one month basic salary for the number of years completed.
- More than 15 years of service, Gratuity will be calculated @ 1¼ month's basic salary for the number of years completed, subject to maximum of 26 months' salary.

TATA

57 A40

Offer: Computer Consultancy
Ref: TCSL/CT20213712760/Pune
Date: 05/10/2021

Ms. Pradnya Vitthal Muley
Sr No.197Mahatma Phule Nagar, Chakrapani Road,
Bhosari,
Pune-411039,
Maharashtra.
Tel# -

Dear Pradnya Vitthal Muley,

Sub: Letter of Offer

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

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

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

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

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

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VISHWAKARMA COLLEGE OF ENGINEERING PUNE

TATA

GROSS SALARY SHEET Annexure 1

Name	Pradnya Vitthal Muley
Designation	Assistant System Engineer-Trainee
Institute Name	All India Shri Shivaji Memorial Society' S Coe, Pune

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

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

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

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

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

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

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

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29-Jan-2022

Dear Pragati Prakashrao Shelgaonkar,
B.E., Computer Science & Engineering
Aissms College Of Engineering

Candidate ID – 18859513

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

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Compensation and Benefits

Name: Pragati Prakashrao Shelgaonkar **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
	Annual Gross Compensation		359,988
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		382,488
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		401,988

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

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

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

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VERITAS

Veritas Software Technologies India Private Limited,
EON Free Zone, 6-02 Floor, Wing 4,
Cluster A, Plot No. 1,
Survey No. 77, MIDC Knowledge Park,
Kharadi, Pune - 411014, India www.veritas.com
Tel: 020-66370297, Fax No. : 020-66157700
Corporate Identification Number:
U72200PN2015FTC154978

29-04-2022
Prajakta Modhave
Pune

Dear Prajakta,

Appointment as Assoc Software Engineer

We are pleased to offer you the appointment as Assoc Software Engineer with Veritas Software Technologies (India) Private Limited.

This offer is subject to your acceptance of the following terms and conditions:

Designation: You will be appointed as Assoc Software Engineer or such other position determined by the Company from time to time (in which case the terms of this employment agreement **(the** "Agreement") will continue to apply to your new position). You will be initially be reporting to Sanjay Mundra, Dir, Development, or such other person or position, as determined by the Company from time to time.

Date of Commencement: This offer is contingent on your reporting to your manager on the Date of Commencement. As agreed, you will commence your employment with the Company on 11-07-2022. If you do not report to your manager on the Date of Commencement, the Company is entitled to treat this offer and any acceptance thereof as null and void.

This offer is contingent on: (i) you obtaining at least a CGPA of 5.5 from your university ("Results") and producing to us documentary evidence of the same , and (ii)] you obtaining and maintaining at all times any required work permits/qualifications for you to lawfully work for the Company in India. If you [do not achieve the Results , or if you] do not have and maintain any such work permits/qualifications, this offer and any acceptance hereof is deemed null and void, your employment will be terminated immediately and you agree that you are not entitled to any notice, or payment of salary in lieu of notice.

Site of Employment: The normal place of work will be Pune. You may be required to work at any premises of the Company, and its affiliates, or at the premises of their customers, clients, suppliers or associates within India, or abroad, from time to time. You agree to work in accordance with the Company's scheduled time. You recognize that your duties may require you to engage in travel on behalf of the Company and that flexible hours must be maintained based upon the needs of the customers. You expressly agree to accept such reasonable travel and hours of work without additional compensation to the extent allowed under local labor law.

Previous Employment: If you are employed, you are expected to join the Company only after your present employer formally relieves you. You are required to submit the relieving letter from your present employer to the Company. The Company will not be liable for any consequences arising out of any of your previous employments. You hereby agree that you are not subject to any terms or conditions (whether contractual or otherwise) which restrict or may restrict your ability to carry out your duties for the Company or any Group Company.

Background Check: The offer of employment is subject to and contingent upon verification of the details provided by you and the Company's satisfaction with the results of any reference and background checks, which shall include without limitation –

Veritas Software Technologies India Pvt. Ltd.
Tower C - Panchshil Business Park, Survey No.20, Ba... Pune- 411045, Maharashtra, India.
Tel. : 020- 66157001 Fax No. ... www.veritas.com

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Veritas Software Technologies India Private Limited
EON Free Zone, 0-02 Floor, Wing 4,
Cluster A, Plot No. 1
Survey No.-77, MIDC Knowledge Park,
Kharadi, Pune - 411014, India www.veritas.com
Tel: 020-66370297, Fax No. : 020-66157709
Corporate Identification Number:
U72200PN2015FTC154978

interviewing past and current employers and verifying educational and professional and qualifications. For business requirements, you may also be required to undergo a criminal check. If you provide or cause someone else to provide any false or misleading information, or if the Company is not satisfied in its absolute discretion with the results of the reference/background checks, then this offer and any acceptance of it by you will be deemed to be null and void and of no effect. If you have commenced employment, your employment may be terminated immediately and without any payment of salary in lieu of notice. As part of our joining procedure, you will be required to provide details of criminal proceedings, if any have been initiated against you before joining the Company. If there are none, you will be required to provide a written declaration stating so.

Duties and Responsibilities: You shall perform the duties and responsibilities as set by the Company and that are consistent with your position within the Company. You must act in the best interests of the Company, serve it faithfully and diligently and comply with all legal requirements applicable to you and all lawful directions issued to you by the Company from time to time. You agree that you shall not at any time during the term of this Agreement, without the prior written consent of the Company, be engaged, employed, concerned or interested, directly or indirectly, in any other employment, business or occupation that may conflict with your duties to the Company.

Salary: You will receive an annual gross base salary of Indian Rupees ₹950,000.00 payable in monthly installments (Please review the attached Salary annexure sheet for the detailed breakup of the above mentioned compensation before the acknowledgement, which forms the part of this offer letter). Such salary shall be subject to all applicable withholding income tax requirements and other applicable deductions.

Annual Incentive Plan: Based on your position, you are eligible to participate in the Annual Incentive Plan (AIP), a discretionary incentive program that rewards the achievement of Veritas Technologies LLC's financial objectives. This plan may be amended, withdrawn or replaced without notice and at the Company's sole discretion, subject to applicable local law. Under the current program, you will be eligible for an annual bonus target of 7% of your annual salary/OTE. Your actual payment may be higher or lower depending on company performance and will be prorated based on your hire date in relation to the current fiscal year AIP plan. Details of the AIP plan will be made available to you once you begin your employment with Veritas. To receive the award, you must satisfy all eligibility requirements of the Program, which will be available to you after you begin your employment.

Annual Leave: You will receive annual leave in accordance with the Company's annual leave policy. The details of this policy may be found at HR VHelp.

Public Holiday: You shall be granted public holidays as listed for office employees by the local Government.

Suspension: The Company further reserves the right to suspend you with or without pay from employment during any period where the Company is investigating your alleged misconduct and/or any breach (including but not limited to any breach of the Policies as defined below or any other regulations) by you.

Termination: The Company shall, at its sole discretion, be entitled to suspend you without pay, demote you or terminate your employment immediately upon written notice (but without prejudice to the rights and remedies of the Company for any breach of this Agreement and to your continuing obligations under this Agreement) and without any payment of salary in lieu of notice in any of the following cases, which are deemed "for cause":

- if you are dishonest or engaged in serious or persistent misconduct or, without reasonable cause, neglect or refuse to attend to your duties or fail to perform any of your obligations hereunder, or breach the terms of this Agreement, or fail to observe the Company's disciplinary rules or any other regulations of the Company from time to time in force, or fail to perform your duties to the satisfaction of the Company;

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Survey No. 77, MIDC Knowledge Park,
Kharadi, Pune - 411014, India www.veritas.com
Tel: 020-66570297, Fax No. : 020-66157700
Corporate Identification Number:
U72200PN2015FTC154978

- if you become bankrupt or have a receiving order made against you, or make any general composition with your creditors;
- if you commit any act that is in contravention of any laws of India and undergo police investigation therefor, without satisfactory explanation to the Company, or if you are present in Company's premises under the influence of alcohol and/or any other intoxicating substances; and/or
- if you are **absent** from work without the Company's consent for a continuous period of **three working days**, unless your absence is due to circumstances beyond your control or later is excused by medical certification valid for the period of absence

In the event that your employment with the Company is terminated for any other reason, the Company will provide 60 days' notice (or such greater amount of notice as may be required by law) or payment in lieu of notice. If you voluntarily terminate your employment with the Company, you must provide us with 60 days' written notice.

During any period of notice, you may be required by the Company, in its absolute discretion, not to contact its employees, customers or suppliers, not to attend at your place of work at any time and not to perform any duties for the Company or to perform only such duties, specific projects or tasks as are assigned to you expressly by the Company, for such period and at such place or places (including, without limitation, your home) as the Company deems appropriate, provided that you will be entitled to receive full pay and benefits (excluding any commission or bonus) during such period. For the avoidance of doubt, you will remain the Company's employee during any such period and may not carry out any work for any third party.

Effect of Termination: Upon termination of this Agreement pursuant to the section on Termination for cause set out in clause 12, you shall not be entitled to any compensation, severance pay, or indemnity whatsoever.

Policies of the Company: You are subject to the policies, procedures and rules of the Company ("**Policies**") as amended from time to time. For the avoidance of doubt, the Policies do not create contractually binding obligations on the Company, however, failure on your part to comply with the Policies may result in disciplinary action up to and including termination of your employment.

Restrictive Covenant: You will not for a period of six (6) months after the termination of your employment (without the previous consent in writing of the Company) and whether on your own account or for any other person, firm or company directly or indirectly in connection with any business similar to or in competition with the business of the Company solicit or endeavor to entice away from the Company any person, firm or company (a) who or which in the 12 months prior to the end of your employment shall have been a client or supplier of or in the habit of dealing with the Company and (b) with whom or which you had personal dealings in the course of your employment in the 12 months prior to the end of your employment.

You will not for a period of six (6) months after the termination of your employment (without the previous consent in writing of the Company), either alone or in association with others (i) solicit, or permit any organization directly or indirectly controlled by you to solicit, any employee of the Company to leave the Company, or (ii) solicit for employment, hire or engage as an independent contractor, or permit any organization directly or indirectly controlled by you to solicit for employment, hire or engage as an independent contractor, any person who was employed by the Company at the time of the termination or cessation of your employment with the Company; provided, that this clause (ii) shall not apply to any individual whose employment with the Company has been terminated for a period of twelve months or longer.

Data Privacy: You expressly consent to the processing (including collection, use, and local and international transmission to databases within the Company's Group or third-

party contractors storing such data on the Company's behalf) of your personal data. You may request and obtain access to your

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Tel: 020-66370297, Fax No. : 020-66157709
Corporate Identification Number:
U72200PN2015FTC154075

own personal data (where collected) and correct or delete such data (where appropriate). The Company's data privacy authorization is set out in the Employee Privacy and Data Protection Notice.

Entire Agreement: This Agreement, along with the Confidentiality and Intellectual Property Agreement and the Employee Privacy and Data Protection Notice and the relocation document, constitutes the entire agreement between the parties about its subject matter and supersedes all previous agreements, understandings and negotiations on that matter.

Conditions: This Agreement shall be interpreted and given effect in accordance with the laws of India. The parties agree to submit to the exclusive jurisdiction of the courts of the state of Maharashtra with respect to the adjudication of any dispute arising hereunder. Nothing in this Agreement shall operate to exclude or limit any liability for fraud. If any term or provision of this Agreement should be held by a court of competent jurisdiction to be invalid or in any way unenforceable it shall be severed and the remaining provisions shall not in any way be affected or impaired, and this Agreement shall be construed so as to most nearly give effect to the intent of the parties as it was originally executed.

Group or Group Company: For the purposes of this Agreement, the "**Group**" or "**Group Company**" means the Company, Veritas Technologies LLC ("**Veritas**"), any subsidiary of the Company or Veritas, any holding company of the Company or Veritas and any subsidiary of such a holding company. The expressions "subsidiary" and "holding company" shall have the meanings given to them by section 4 of the Companies Act 1956.

Employment with the Company is contingent upon verification of your personal and professional references. In addition, if you agree to the foregoing terms and conditions of your employment with the Company, please indicate your acceptance by signing the acknowledgment below.

This offer is valid for 5 business days from the date of this letter.

I look forward to working with you in the future. I am sure you will find the Company a challenging and rewarding place to be.

For,

Veritas Software Technologies (India) Private Limited

Leucadia Milly Sandeep
India HR Lead - (Business Partner & Talent Acquisition)

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Cognizant

29-Jan-2022

Dear Desai Prajwal Dasharath,
B.E., Computer Science & Engineering
Aissms College Of Engineering

Candidate ID – 19938469

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

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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:**

Cognizant

Compensation and Benefits

Name: Desai Prajwal Dasharath **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

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

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.



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

Desai Prajwal Dasharath, 22, residing at _____ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

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

RECITAL:

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

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

1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

2. Place of Employment

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

3. No Alternate Employment, No Conflict, Etc.

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

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

4. Confidentiality

a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.
c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.
f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

5. Data Protection

By signing below,
a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

6. Work Schedule

a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.
b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.
c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per

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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

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• 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

Sign: _____
Name:

Desai Prajwal Dasharath

Sign: _____
Name:

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Datametica Solutions Pvt. Ltd.
502, Zero1ne Building, Above Passport Office,
Mundhwa Road, Koregaon Park Extension,
Pune, Maharashtra - 411036, India
Phone - +91 20 66446300
www.datametica.com

datametica
GIVING DATA WINGS

Ref: DM/HR/2022-23
Date: 20-Jan-22

Subject: Internship Offer Letter

Dear Pranav Borude,

We are pleased to offer your internship opportunity with our company "**Datametica Solutions Pvt Ltd" as an "Intern".** The Internship will begin on **14th February 2022** and will be effective till your final year results. During internship you will be paid an **Internship fee of INR 25,000/- per month.** The Internship fees payable to the Intern shall be subject to deduction of tax at source under the provisions of Income Tax Act and Rules made there under. Please be sure to bring [necessary documents] with you on your first day to complete your joining formalities.

During your Internship with Datametica Solutions Pvt Ltd, you may have access to trade secrets and confidential or proprietary business information belonging to Datametica Solutions Pvt Ltd. By accepting this offer, you acknowledge that this information must remain confidential and agree to refrain from using it for your own purposes or disclosing it to anyone outside of the company.

On successful completion of training and internship period, you will be confirmed as a full-time employee with Datametica i.e., as Associate Engineer.

This offer letter represents the full extent of the internship offer and supersedes any prior conversations about the position. Changes to this agreement may only be made in writing. Please review this letter in full, and sign and return to confirm your acceptance of the position no later than close of business on [21st January 2022]. We look forward to having you begin your career at Datametica Solutions Pvt Ltd and wish you a successful internship. Welcome to our team!

Conditions For Internship:

- Nonparticipations in Campus Placements/ Interviews
- No Off campus and External offers

Yours truly,
For Datametica Solutions Private Limited

Authorized Signatory

I hereby accept the above terms and conditions
Name: Pranav Borude

Signature: _____

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Datametica Solutions Pvt. Ltd.
502, Zero1ne Building, Above Passport Office,
Mundhwa Road, Koregaon Park Extension,
Pune, Maharashtra - 411036, India
Phone - +91 20 66446300
www.datametica.com

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datametica
GIVING DATA WINGS

Ref: DM/HR/2022-23
Date: 20-Jan-22

Subject: Internship Offer Letter

Dear Pratik Rajendra Karhekar,

We are pleased to offer your internship opportunity with our company **"Datametica Solutions Pvt Ltd" as an "Intern".** The Internship will begin on **14th February 2022** and will be effective till your final year results. During internship you will be paid an **Internship fee of INR 25,000/- per month.** The Internship fees payable to the Intern shall be subject to deduction of tax at source under the provisions of Income Tax Act and Rules made there under. Please be sure to bring [necessary documents] with you on your first day to complete your joining formalities.

During your Internship with Datametica Solutions Pvt Ltd, you may have access to trade secrets and confidential or proprietary business information belonging to Datametica Solutions Pvt Ltd. By accepting this offer, you acknowledge that this information must remain confidential and agree to refrain from using it for your own purposes or disclosing it to anyone outside of the company.

On successful completion of training and internship period, you will be confirmed as a full-time employee with Datametica i.e., as Associate Engineer.

This offer letter represents the full extent of the internship offer and supersedes any prior conversations about the position. Changes to this agreement may only be made in writing. Please review this letter in full, and sign and return to confirm your acceptance of the position no later than close of business on [22nd January 2022]. We look forward to having you begin your career at Datametica Solutions Pvt Ltd and wish you a successful internship. Welcome to our team!

Conditions For Internship:

- Nonparticipations in Campus Placements/ Interviews
- No Off campus and External offers

Yours truly,
For Datametica Solutions Private Limited
Mahesh Pankar
Authorized Signatory

I hereby accept the above terms and conditions
Name: Pratik Rajendra Karhekar
Signature: _____

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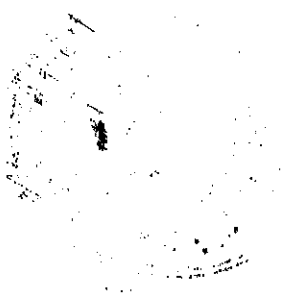

Datametica Solutions Pvt. Ltd.
502, Zero1ne Building, Above Passport Office,
Mundhwa Road, Koregaon Park Extension,
Pune, Maharashtra - 411036, India
Phone - +91 20 66446300
www.datametica.com

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Ref: DM/HR/2022-23
Date: 16-02-2022

Subject: Internship Offer Letter

Dear Prathamesh Badgujar ,

We are pleased to offer your internship opportunity with our company **"Datametica Solutions Pvt Ltd" as an "Intern".** The Internship will begin on **18th February 2022** and will be effective till your final year results. During internship you will be paid an **Internship fee of INR 25,000/- per month.** The Internship fees payable to the Intern shall be subject to deduction of tax at source under the provisions of Income Tax Act and Rules made there under. Please be sure to bring [necessary documents] with you on your first day to complete your joining formalities.

During your Internship with Datametica Solutions Pvt Ltd, you may have access to trade secrets and confidential or proprietary business information belonging to Datametica Solutions Pvt Ltd. By accepting this offer, you acknowledge that this information must remain confidential and agree to refrain from using it for your own purposes or disclosing it to anyone outside of the company.

On successful completion of training and internship period, you will be confirmed as a full-time employee with Datametica i.e., as Associate Engineer.

This offer letter represents the full extent of the internship offer and supersedes any prior conversations about the position. Changes to this agreement may only be made in writing. Please review this letter in full, and sign and return to confirm your acceptance of the position no later than close of business on [17th February 2022]. We look forward to having you begin your career at Datametica Solutions Pvt Ltd and wish you a successful internship. Welcome to our team!

Conditions For Internship:

- Nonparticipations in Campus Placements/ Interviews
- No Off campus and External offers

Yours truly,

Mahesh Pankar

For Datametica Solutions Private Limited

Authorized Signatory

I hereby accept the above terms and conditions
Name: Prathamesh Badgujar

Signature: _____

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Hitachi Vantara Software Services India Private Limited
A Hitachi Vantara Company

REGISTERED ADDRESS
Plot No. 09, Survey No. 115/P
Nanakramguda Village, Serilingampally, Municipality, Gachibowli
Hyderabad - 500 032, India

PRIVATE & CONFIDENTIAL

25 September 2022

Pratik Konde
S/O Sanjay, Plot no 16, Jedhe Nagar,
Near Vidya Sahakari Bank, Jedhe Nagar,
Pune, Maharashtra
411037

Dear Pratik,

Employment Offer with Hitachi Vantara Software Services India Private Limited

I am delighted to offer you employment with us, Hitachi Vantara Software Services India Private Limited. ("**Hitachi**"). This letter provides you with the terms and conditions of your employment with us:

EXTERNAL JOB TITLE:	Cloud Infrastructure-As-A-Service (IAAS) - Associate
INTERNAL JOB TITLE:	Cloud Infrastructure-As-A-Service (IAAS) - Associate
BASED IN:	Pune, India Travel outside of Pune is required as part of your role.

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REPORTING TO: Kiran Arshakota

START DATE: 03 October 2022

SALARY:

Your Total Target Compensation ("**TTC**") will be INR 4,72,973.00 per annum. This will be divided between your basic salary, flexible allowances, and a targeted bonus component.

Your annual basic salary will be INR 2,25,225.00 to be paid in 12 months. The annual flexible allowance will be INR 2,25,225.00.

Hitachi is under no obligation to review or increase your salary, whether on an annual basis or otherwise. Hitachi may also deduct from your salary any sums owed by you to Hitachi.

BONUS: [VIP]

You are also eligible for variable pay under the current Vantara Incentive Plan (VIP); your annual target variable pay is 5.00% of your base salary. This variable pay is paid semi-annually and will be based on Hitachi Vantara LLC's actual performance measured against the relevant period's performance objectives. This performance level may be awarded against a pro-rated portion of your eligible variable pay based on your position and length of employment during the half year. VIP is not guaranteed and any payments awarded are subject to the terms of the current program..

TAX:

The Tax will be deducted at source and you will be responsible to file the income tax.



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PROBATIONARY PERIOD:

The first six (6) months of employment are considered a probationary period during which each party can evaluate whether the right employment decision has been made. At the conclusion of this probationary period, either party can terminate this contract with no penalty. Termination of this contract during the six (6) months probationary period can take place by Hitachi giving one (1) months' notice to you, or you giving 3 (three) months' prior written notice to Hitachi. Hitachi may, at its discretion, extend the probationary period for such period of months as it thinks appropriate.

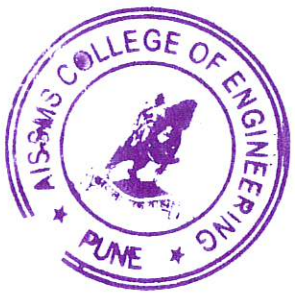
TRAINING:

To enable you to perform your role, Hitachi may provide you with training as required. It is possible that training may be held in a location other than your stated location. If such a situation arises you will need to be prepared to undertake the necessary travel. It is your responsibility to identify training needs to maintain skill relevance and in doing so, discuss these needs with your reporting manager to seek approval prior to committing to any external or internal training.

ANNUAL LEAVE:

In addition to all Hitachi paid company holidays, you will be entitled to 18 days earned leave and 12 days sick leave per year. Requests for earned leave must be discussed with and approved by your reporting manager prior to the leave being taken. An employee can carry forward 10 Earned Leaves (EL) of the present year to the next year.

Annual leave which is accrued but unused will be paid out upon termination, subject to applicable legal requirements. The Hitachi policy on leave entitlement applies to you.



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BENEFITS:

You and your eligible dependents will be eligible to participate in the standard health insurance benefits. Hitachi reserves the right to determine which of your family members are entitled to this benefit.

Please refer to the latest Benefits Statement document outlining your various benefits and schemes applicable to you. Hitachi may also vary the terms of any of the benefits and/or schemes provided to you from time to time and may withdraw such schemes without providing a replacement.

SICKNESS:

You are entitled to paid sick leave as provided by applicable statutes. Hitachi reserves the right to change its sick leave policy from time to time. You must provide a medical certificate from a medical practitioner or registered dentist for each paid sickness day immediately on return to work. You must ensure that all sick leave taken are recorded in Hitachi's leave application system.

EXPENSES:

Expenses directly incurred as part of conducting Hitachi business will be reimbursed provided that you follow Hitachi's then-prevailing Travel & Expense Policy in place. This applies to travel expenses other than travel undertaken to and from your home to your place of work.

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TERMINATION:

This contract may be terminated by either party providing three (3) months' notice; or by Hitachi providing three (3) months' salary in lieu of notice. In addition, Hitachi may terminate this employment without any prior notice and without being liable for any compensation or salary in lieu of notice if any one of the following occurs: (a) you are imprisoned or have committed a crime during your employment; (b) you have committed a breach of any of the terms of this letter or violated Hitachi's policies and procedures; (c) you are absent without cause, in which case you are deemed as having voluntarily abandoned your employment with us; or (d) you have been found guilty of committing an act of fraud, dishonesty or breach of trust, or causing loss or damage to Hitachi property.

Upon termination, you shall immediately return all Hitachi property, including but not limited in documents, security passes and computing equipment.



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RESTRICTIVE COVENANTS:

You warrant that you do not have in your possession and will not bring to Hitachi any unauthorized confidential information or intellectual property of any company during your term of employment with Hitachi. You agree to indemnify Hitachi for any direct or indirect costs and/or liability for your breach of this warranty.

You shall not (either solely or jointly with any other person, firm or company and whether directly or indirectly) carry on or be engaged in or interested in any other business or occupation during the period of your employment with Hitachi without the prior written approval of Hitachi. Without limiting the foregoing, Hitachi reserves its sole right to refuse its approval if such business or occupation is or may be in competition with Hitachi and/or which would involve the use of Hitachi's time, property, facilities or resources.

As a condition of this employment offer you must agree to disclose any restrictive employment agreements you may have entered into with a previous employer. Any such agreement(s) will need to be reviewed by Hitachi, before Hitachi will accept your agreement to this offer of employment.

INTELLECTUAL PROPERTY:

Copyright or other intellectual property may subsist in the work generated by you as part of your employment. Any such intellectual property rights shall vest absolutely in Hitachi, and you undertake to execute any necessary documents, and do whatever else may be necessary to secure those rights, even after your employment has ended, including a deed of assignment of any intellectual property in the form provided by Hitachi.



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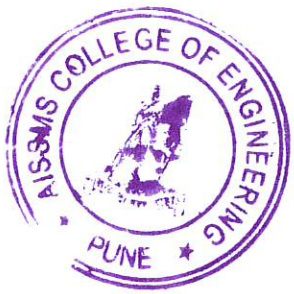
CONFIDENTIALITY:

You shall keep strictly confidential, and shall not disclose, use, divulge, publish or otherwise reveal, directly or through any third party (including without limitation Hitachi), any confidential or proprietary information of Hitachi or any of its group companies, that was disclosed or received pursuant to this agreement or other prior agreements between you and Hitachi, the negotiations in connection therewith or any of the transactions contemplated thereby, or by reason of the performance by you of your obligations hereunder, or your involvement in the activities of Hitachi, including, but not limited to, documents and/or information regarding customers, costs, profits, markets, sales, products, product development, key personnel, pricing policies, operational methods, technology, know-how, technical processes, formulae or plans for future development except as may be necessary in connection with filings with governmental agencies as required under the applicable laws. Provided, however, that you shall not make any disclosures before providing Hitachi with a reasonable opportunity to seek a protective order. If this agreement is terminated, you shall return to Hitachi all documents relating to any confidential information of Hitachi, which you may have under your control.

Notwithstanding the foregoing, confidential information of Hitachi, or its group companies, if any, shall not include (a) information that was already known to you at the time of the receipt, (b) information that is or becomes freely and generally available to the public through no wrongful act of yours, (c) information that is rightly received by you from a third party legally entitled to disclose such information free from confidentiality restrictions, or (d) information disclosed in connection with legal action initiated by a party to enforce its rights, provided that adequate safeguards are maintained.



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ETHICAL STANDARDS AND BEHAVIOR:

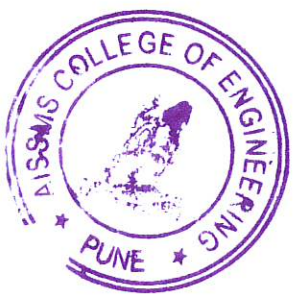
As an employee of Hitachi, you are entrusted with the primary responsibility for sound business conduct and compliance with our Corporate Ethics Policy. It is your responsibility to carefully read the Corporate Ethics Policy and ensure you understand and comply with it at all times.

A copy of the Hitachi Corporate Ethics Policy is provided with this letter. By signing the letter, you acknowledge you have received a copy of the policy which applies to your employment with Hitachi.

You will also ensure that you do not cause Hitachi to be in breach of any privacy policy that it may publish in relation to customer or partner information practices or any applicable privacy law.

GOVERNING LAW:

This agreement shall be governed by the laws of India irrespective of conflict of law provisions, and the courts at India Bangalore shall have the sole and exclusive jurisdiction to decide any disputes hereunder.



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GENERAL:

This letter represents the complete employment arrangement and undertaking, and supersedes all previous or pre-contractual statements, discussions, correspondence, negotiations, arrangements, understandings and agreements, between you and Hitachi. The rights of Hitachi under this Agreement are without prejudice to any other rights it may have at law and any delay by Hitachi in exercising its rights shall not constitute a waiver thereof.

Hitachi reserves the right to make reasonable changes to any of your terms of employment in this letter and you will be notified in writing of any change as soon as possible. Your duties include those applicable to you as further described in the Hitachi Consulting Global Job Inventory, based on your internal title and level stated above. You may be required to undertake other duties and responsibilities from time to time as reasonably required or in connection with your employment. Depending on Hitachi's organisational structure and changes thereto from time to time, you may be transferred or reassigned to a different manager, team, department, function, branch, subsidiary or affiliated company of Hitachi.

If any term or provision in this letter shall be held to be illegal, or unenforceable, in whole or in part, under any enactment or rule of law: (a) such term or provision or part shall to that extent be deemed replaced by such valid and enforceable term or provision whose contents are as close as permissible to the illegal or unenforceable term or provision so as to carry out the original intent of the parties as to the point or points in question; and (b) the validity and enforceability of the remainder of this letter shall not be affected.

Rights and obligations in this letter (including those on confidentiality and intellectual property rights) which by their nature should survive the termination of your employment will remain in effect after such termination. Hitachi's rights and benefits shall be transferable, and all covenants and agreements hereunder shall inure to the benefit of, and be enforceable by, or against, its successors and assigns.

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EMPLOYEE AGREEMENT:

Hitachi policy requires all employees to read this letter, which has been delivered to you in duplicate. Please read this document carefully and return one (1) signed copy to Hitachi confirming your acceptance of the terms of this letter.

Please also find enclosed in duplicate Hitachi Consulting Confidentiality Agreement. Upon reading this document thoroughly please return a signed copy with your signed Letter of Employment.

Your employment is contingent upon your agreement to sign and abide by Hitachi's rules of conduct, other employee-related agreements, any applicable handbook, and Hitachi's policies relevant to you, including its business ethics policies. These documents will be presented during your orientation or, if requested, they will be available to you in advance.

We are confident that you will find working with Hitachi to be a rewarding experience both professionally and personally.

Yours sincerely,

Sourav

Sourav Prakash Mohapatra
Senior Director, Human Resources

Acceptance of Employment Offer

Signature__ Date__
Pratik Konde Date

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Annexure A to Offer Letter

Name: Pratik, Konde

Standard Salary Breakups

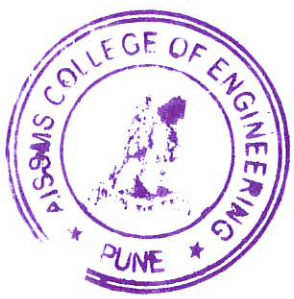
	Annual (INR)	Monthly (INR)
Fixed Compensation - (A) + (B)	4,50,450.00	37,537.50
Basic Salary - (A)	2,25,225.00	18,768.75
Flexible Allowances* - (B)	2,25,225.00	18,768.75
Target Variable Pay - (C)	22,523.00	
Total Target Cash (A) + (B) + (C)	4,72,973.00	
Employer Provident Fund# (D)	27,027.00	2,252.25
Cost-to-Company (excluding gratuity & benefits) - (A) + (B) + (C) + (D)	5,00,000.00	

Your annual basic salary will be to be paid in 12 months. Your target variable pay will be paid in accordance to plan document.

Employee will be eligible for gratuity as per the gratuity laws.

*Within 2 months upon joining, you will be given access to payroll toll to elect the flexible allowances of your choice.

#Employer's provident fund contribution is 12% of basic salary and any relevant allowance as required by statute.



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Annexure B

I, Pratik Konde, hereby agree that my employment with Hitachi Vantara Software Services India Private Limited ("Hitachi") is contingent upon successful verification of my background verification. I have supplied all background and educational information to Hitachi in my employment application, to the best of my knowledge and will cooperate if any further information is required. Hitachi reserves the right to end my employment agreement with me should the results of my background check are not successful.

"Your employment isprovisional with the Company, unless you complete your relevant degree with anaggregate of 70% marks (including your final examination). Upon receiving thefinal degree or provisional certificate from your academic institution, you willsubmit the same within two (2) weeks to the Company"

Signature:

Name: Pratik Konde

Date:

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502, Zero1ne Building, Above Passport Office,
Mundhwa Road, Koregaon Park Extension,
Pune, Maharashtra - 411036 India
Phone - +91 20 66446300
www.datametica.com

datametica

Ref: DM/HR/2021-22
Date: 12-Oct-21

Subject: Internship Offer Letter

Dear Radhika Vilas Pande,

We are pleased to offer your internship opportunity with our company **"Datametica Solutions Pvt Ltd" as an "Intern".** The Internship will begin on **18th October 2021** and will be effective till your final year results. During internship you will be paid an **Internship fee of INR 25,000/- per month.** The Internship fees payable to the Intern shall be subject to deduction of tax at source under the provisions of Income Tax Act and Rules made there under. Please be sure to bring [necessary documents] with you on your first day to complete your joining formalities.

During your Internship with Datametica Solutions Pvt Ltd, you may have access to trade secrets and confidential or proprietary business information belonging to Datametica Solutions Pvt Ltd. By accepting this offer, you acknowledge that this information must remain confidential and agree to refrain from using it for your own purposes or disclosing it to anyone outside of the company.

On successful completion of training and internship period, you will be confirmed as a full-time employee with Datametica i.e., as Associate Engineer.

This offer letter represents the full extent of the internship offer and supersedes any prior conversations about the position. Changes to this agreement may only be made in writing. Please review this letter in full, and sign and return to confirm your acceptance of the position no later than close of business by 5 PM on 13th Oct, 2021. We look forward to having you begin your career at Datametica Solutions Pvt Ltd and wish you a successful internship. Welcome to our team!

Conditions For Internship:

- Nonparticipations in Campus Placements/ Interviews
- No Off campus and External offers

Yours truly,
For Datametica Solutions Private Limited

Mahesh Pankar
Authorized Signatory

I hereby accept the above terms and conditions
Name: Radhika Vilas Pande

Signature: _____

AISSMS COLLEGE OF ENGINEERING PUNE

VOLKSWAGEN
GROUP TECHNOLOGY SOLUTIONS INDIA

exclusive and unlimited right to make use of all works that may be subject to copyright law and are the result of any activities carried out within the framework of employment by the Company, including but not limited to improvements which are the result of planning, engineering, technical development and the use of computer programs. The conditions under which such rights of utilization are transferred to the Company shall be the subject of agreements.

These provisions shall not be affected by termination of employment at the Company by either of the parties i.e. employer or associate in accordance with terms of employment conditions or statutory right.

Whole time employment: You are employed as a full time associate and you shall not undertake any job or employment or enter into any business independently and / or in association with any competitor of the Company and its business directly or indirectly and / or also not to advise or render consultancy services of any kind and any manner to the competitor of company during your services with Volkswagen Group Technology Solution India Pvt. Ltd., failing which you shall be liable to pay liquidated damages as determined by the Company at its sole discretion and you hereby authorize the Company to deduct the said amount from your legal dues resulting from separation. In case the dues are insufficient you shall be required to make good the balance amount within 30 days of separation or from the date the notice is issued to you by the Company.

Transfers: Your services are transferable. As such you may be transferred by short notice to any existing or future department / branch/ office / establishment / works/ etc. of the Company or its collaborators / associates or holding company or subsidiaries of any of these Companies in India or abroad, either existing or newly setup in future, as the case may be.

You shall abide by the rules and regulations of conduct, performance and discipline prevailing at such place of transfer. The Company shall issue such orders based on the exigencies of business and other requirements. Such transfer orders can be issued to the associate in the same grade and position or as the Company deems fit.

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PUNE

Such transfers cannot be refused by any associate and any such refusal if not accepted by the Company may be treated as resignation by the associate.

Retirement: You shall retire on attaining the age of 60 years.

Discharge: During the probation period, in case of resignation of the employment, payment of 3 months' notice pay of Gross salary in lieu of the notice period by the associate will be applicable. Experience Letter to be shared post the below conditions are met:-

a] Proper clearance in writing has to be obtained from all concerned departments.

b] Proper handover of tasks / assignments has to be given to the respective line manager and all necessary clearances are to be obtained. All company assets need to be physically handed over by the associates in the base location on or before last working day.

The Company will also be entitled to terminate the services of associate by giving three months' notice or Gross salary in lieu thereof, unless it is a case of severe indiscipline on the part of the associate involving offences under the Indian Penal Code, in which case the cessation of employment will be immediate effect without any notice and without any compensation to the associate.

Confidentiality: Any information relating to the process, product recipes, technology, design, technical knowhow, administration methods, systems, procedures and other security arrangements of the Company, that you may acquire by being employed in the Company or during the course of your training or work should be treated as strictly confidential and you shall not disclose either by word of mouth or in writing to any outsider, in order to safe guard the interest of the Company.

Confidentiality of Compensation: The contents pertaining to the overall earnings including the annual benefits are strictly confidential. Any unauthorised leakage or passing out of the information by you within the organisation or otherwise will be viewed as a serious violation by the

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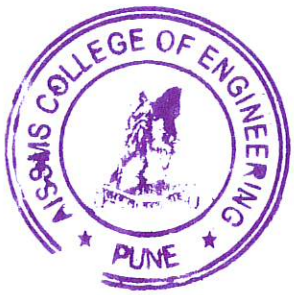
Management and it may involve implications up to the immediate termination of your employment.

Compliance and Integrity: The Company encourages its associates to follow the highest standards in integrity, compliance and company values. During your employment with the Company, you shall be governed by various Company policies, procedures, rules and regulations, including amendments thereto, which are applicable to all associates. You are required to read and understand the VWITS Code of Conduct and other compliance policies and strictly adhere to their requirements and act in line with the respective legal frameworks as well as with the applicable legal standards for the specific work task of the associate. Anyone found to be in violation of the Code of Conduct or other policies or laws must expect consequences as per the nature of non-compliance.

Background Verification: The Company will conduct background checks prior to joining and post joining date on all the credentials provided by you. You expressly consent to the Company to conduct such background checks / verification. In this connection, you are required to furnish information, data and the documents. If you fail to furnish / submit the necessary information, data and documents that are required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks/ verification, the Company, in its sole discretion, reserves the right to withdraw this offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concern regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that VWITS may as per the need of the business can do more check related to your background after getting promotion or transfer.



Performance Incentive (P.I): The performance incentive will be paid annually & it will be subject to the assessment of your performance by your departmental head. The P.I can vary from 50% to 150%. The decision of the departmental head in terms of releasing the incentive will be discretionary and no argument in this regard by the associate shall be entertained by the Management.

The following may kindly be noted:

a) The above offer is made on the basis of and subject to the information provided by you in your application and during the interviews. In case at a later date it is seen that the data provided by you is Incorrect and/or misleading, then Company retains the right to withdraw this offer at any time.

b) In all cases the interpretations regarding the service rules shall be as per the Model / certified standing orders prevailing at that time.

We hope this would be a beginning of a long and successful association.

Yours sincerely,

For Volkswagen Group Technology Solutions India Pvt. Ltd.

Amit Khatri

Head – Talent Acquisition

I have read and understood the terms of this appointment letter and hereby accept the same and have affixed my signature as a token of my acceptance thereof.

(Rashmi Bhandari)

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Annexure: I

Name	: Rashmi Bhandari	
Job Title	: Software Engineer Trainee	
Level	: 10	
Component	**Annual (INR)**	**Monthly (INR)**
Basic Salary	180000	15000
House Rent Allowance	27000	2250
Medical Reimbursement	15000	1250
Conveyance Allowance	19200	1600
Personal Allowance	159296	13275
Professional Attire Allowance	0	0
Children's Education Allowance	2449	249
Total Monthly Components	402945	33579
Leave Travel Allowance (LTA)*	15000	
Ex-gratia / Bonus**	15000	
Total Annual Components	30000	33579
Provident Fund (Employer Contribution)	21600	1800
Total CTC w/o PI	**454545**	
Performance Incentive (@ 100%)***	45455	
Total CTC with PI	500000	

Retiral Benefits:

1) Provident Fund: Employer's contribution towards Provident Fund will be 12% of Basic as shown in the above structure.
2) Gratuity: Gratuity as per Gratuity Act,1972

Other Benefits:

1) Group Personal Accident, Group Health Insurance & Group Term Life Insurance as per company policy.
2) Subsidized Canteen & Transportation facility as per existing policy.

Note

* Flexible & can be added to monthly Personal allowance. LTA can be maximum up to INR 1.00 Lac per annum.

** Flexible & can be converted into monthly component.

*** PI is a part of Gross CTC and varies from 50% to 150% in actual, whereas 100% has been considered in CTC.



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SIEMENS

Rohit Rajendra Sonar
Graduate Trainee Engineer
AISSMS
1, Kennedy Road, Near RTO,
Pune, Maharashtra - 411001

Name Trupti Dewoolkar
Department RC-IN P&O TA
People & Organization
Talent Acquisition

E-mail trupti.dewoolkar.ext@siemens.com

Our reference 306787/8370015
Date 29 March 2022

Dear **Rohit,**

We're really excited you want to join Siemens and further your career with us.

We are pleased to offer you the position of **Graduate Trainee Engineer** starting **04 July 2022** in **STS** Division in **Pune** Location.

Your annual compensation, calculated on a cost-to-company basis, is **Rs. 5,00,000 /- p.a. (Rupees Five Lakhs Only)**, with the details provided in **Annexure I**. On successful completion of your probation period, your Target Pay will be incremented by Rs. 50,000/- and the Position Level will be PL11. The Position Title and Designation will be according to the position that you will be assigned based on business needs. This is a one-time increment and all future increments will be subject to annual performance cycles.

Your appointment is based on the terms and conditions provided in the attached Annexures with a few points to note here:

1. **Start date** – We look forward to you joining us, and in the unfortunate event you do not join us on your confirmed start date, your appointment will automatically be withdrawn. Please note that your date of joining the organization will be maintained in the electronic employee master of the Company, known as your "Seniority Date" and shall be considered as final.
2. **Office location** – You are initially appointed to work in our **Pune** office.
3. **Residence proof** – The address in your application shall be deemed to be correct for sending any communication to you.
4. **Date of birth** – Based on your declaration we have recorded your date of birth as **10th August 2000**
5. **Offer** – The Company reserves the right to withdraw this employment offer/conditional appointment before or after the start date, due to background/reference checks not being satisfactory and or there being restrictions on your ability to work with us. However, the above-mentioned reasons are not necessarily exhaustive, and the decision of the Company is final and binding.

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SIEMENS

ANNEXURE I

Compensation Structure

Name:Rohit Rajendra Sonar

Position Level: 12

Date: 29 March 2022

Business Title: Graduate Trainee Engineer

Division: STS

Compensation Structure		
Sr. no.	**Heads of Payment**	**Compensation (Rs.)**
(A)	Basic Salary p.m.	15,000
(B)	Base Flexible Pay (BFP) p.m. (includes Meal Card @ Rs.2,200/- p.m.)	24,147
	Total Allowances / Benefits p.m.	24,147
(C)	Base Pay p.m. (A + B)	39,147
	Retirals p.m.	
	Co. Contribution Provident Fund (12 % of Basic)	1,800
	Co. Gratuity Provision (4.8% of Basic)	720
(D)	Total Retirals p.m.	2,520
(E)	Total Fixed Pay (TFP) p.m. (C + D)	41,667
(F)	Target Pay p.a. (E * 12)	5,00,000

Insurance Benefits	Sum Assured (Rs.)
Group Health Insurance Policy coverage p.a. (with a provision of enhancement of the base cover upto 200%)	2,00,000
Group Personal Accident Insurance coverage p.a.	40,00,000
Group Term Life Insurance coverage p.a.	5,00,000
EDLI coverage	6,00,000
Leave (Notional monetised value of 22 earned leaves for full year)	11,000
ESI coverage	Not applicable as gross salary above ESI eligibility

For Siemens Technology and Services Pvt. Ltd.

Krishnaswamy Rajeshwari

Digitally signed by Krishnaswamy Rajeshwari
DN: cn=Krishnaswamy Rajeshwari, o=Siemens, email=rajeshwari.krishnaswamy@siemens.com
Date: 2022.04.18 10:25:25 +05'30'

Authorised Signatory

As per company policy, the entitlement of gratuity will be the actual eligible amount calculated in line with the Payment of Gratuity Act, 1972, without any upper cap. However any amount above ₹ 20 Lacs (if applicable) will be subject to income tax as per rules.

National Pension Scheme (NPS) can be opted for after joining.

Statutory Bonus will be paid to eligible employees as per Payment of Bonus (Amendment) Act, 2015.

All present & future taxes related to your employment will be borne by you.

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PUNE

6. **Retirement**

All employees will retire from the Company on attaining superannuation at the age of 60 years. However, the Company at its sole discretion, may decide to retire an employee prior to the employee attaining the age of superannuation.

7. **Maternity/Childcare Facilities for Women employees**

As part of the Company's efforts to support work life balance for women employees during and post maternity, apart from fully complying with the provisions of the Maternity Benefit Act, 1961 the Company also extends additional facilities such as extended paid/unpaid leave etc. For details of the Company policy on Maternity Benefit please refer to the Policies section on the Intranet.

8. **Confidentiality**

Please note that your compensation is personal and strictly between you and the Company. It has been determined based on numerous factors such as your education, experience, specific skills and professional merit. We advise you to use discretion in handling this information and any subsequent revisions made therein.

9. **Background Verification**

Your appointment is conditional upon satisfactory reference and background checks (education, employment history and other details furnished by you in your application). It is also contingent upon your ability to work for the Company without restriction (e.g. non-compete obligations or other restrictive clauses with any previous employer). In case any information given by you is found false or incorrect at any point in time of your employment, the appointment will be deemed void ab initio and liable for termination without any notice or salary in lieu of notice.

10. **Residential Proof**

The address as indicated in your application shall be deemed to be correct for sending any communication to you. Any communication sent to you at the given address shall be deemed to have been served upon you. You shall inform the change in residential address, if any, in writing to the HR Department within three days from the date of such change.

11. **Programmes and Initiatives**

In order to remain competitive our Company undertakes number of programmes or initiatives like Benchmarking, Continuous Improvements, Cost reduction, Training and Development, reorganisation etc. You are required to actively participate and contribute to such programmes or initiatives.

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PUNE

SIEMENS

Annexure V

Joining Formalities

Please bring the following documents with you at the time of joining, with your originals also for verification.

1. This Offer Letter with your original signature (for hand over to Company) – *On joining, this letter serves as your official Appointment Letter*
2. Photocopy of birth certificate / S.S.C. certificate / mark sheet (2 copies)
3. All educational documents from 10th to highest education / semester wise mark sheet & provisional / convocation certificate (2 copies)
4. Photocopy of all previous employment / experience certificate / relieving certificate
5. Photocopy of passport / ration card / driving license / Aadhar card (3 copies)
6. Photocopy of PAN / acknowledgement of PAN application (3 copies)
7. To apply for PF transfer please bring the below necessary information:
   - PF number / EPS number
   - Previous employer contact details to contact for PF related communications
   - Whether previous company PF is maintained by Trust or RPFC account
   - RPFC office or PF trust address
   - Bank account number & Bank IFSC Code
8. To use your existing ICICI or HDFC Bank for your salary account, please bring a void cheque

If you have any questions, please contact us at:

- AskHR: Phone: 1-800-419-6677 (toll free number)
- Monday till Friday between 6.00 am to 8.00 pm

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PUNE

Datametica Solutions Pvt. Ltd.
502, Zero1ne Building, Above Passport Office,
Mundhwa Road, Koregaon Park Extension,
Pune, Maharashtra - 411036, India
Phone - +91 20 66446300
www.datametica.com

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Ref: DM/HR/2021-22
Date: 12-Oct-21

Subject: Internship Offer Letter

Dear Ronit Vijaykumar Magar,

We are pleased to offer your internship opportunity with our company **"Datametica Solutions Pvt Ltd" as an "Intern".** The Internship will begin on **18th October 2021** and will be effective till your final year results. During internship you will be paid an **Internship fee of INR 25,000/- per month.** The Internship fees payable to the Intern shall be subject to deduction of tax at source under the provisions of Income Tax Act and Rules made there under. Please be sure to bring [necessary documents] with you on your first day to complete your joining formalities.

During your Internship with Datametica Solutions Pvt Ltd, you may have access to trade secrets and confidential or proprietary business information belonging to Datametica Solutions Pvt Ltd. By accepting this offer, you acknowledge that this information must remain confidential and agree to refrain from using it for your own purposes or disclosing it to anyone outside of the company.

On successful completion of training and internship period, you will be confirmed as a full-time employee with Datametica i.e., as Associate Engineer.

This offer letter represents the full extent of the internship offer and supersedes any prior conversations about the position. Changes to this agreement may only be made in writing. Please review this letter in full, and sign and return to confirm your acceptance of the position no later than close of business by 5 PM on 13th Oct, 2021. We look forward to having you begin your career at Datametica Solutions Pvt Ltd and wish you a successful internship. Welcome to our team!

Conditions For Internship:

- Nonparticipations in Campus Placements/ Interviews
- No Off campus and External offers

Yours truly,
For Datametica Solutions Private Limited

Mahesh Pankar
Authorized Signatory

I hereby accept the above terms and conditions
Name: Ronit Vijaykumar Magar

Signature: _____

AISSMS COLLEGE OF ENGINEERING PUNE

Cognizant

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18-Jan-2022

Saket Dnyandeo Patil
B.E. Computer Science
AISSMS Group of Institutes

Dear Saket Dnyandeo Patil,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months.** Your Internship onboarding will be scheduled anytime between now, through end of March 2022 based on your availability factoring your college exam schedule and our business requirements.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend

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payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

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

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: **Date:**

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Datametica Solutions Pvt. Ltd.
502, Zero1ne Building, Above Passport Office,
Mundhwa Road, Koregaon Park Extension,
Pune, Maharashtra - 411036, India
Phone - +91 20 66446300
www.datametica.com

77 117 62

datametica
GIVING DATA WINGS

Ref: DM/HR/2022-23
Date: 20-Jan-22

Subject: Internship Offer Letter

Dear Sakshi Gaikwad,

We are pleased to offer your internship opportunity with our company **"Datametica Solutions Pvt Ltd" as an "Intern".** The Internship will begin on **14th February 2022** and will be effective till your final year results. During internship you will be paid an **Internship fee of INR 25,000/- per month.** The Internship fees payable to the Intern shall be subject to deduction of tax at source under the provisions of Income Tax Act and Rules made there under. Please be sure to bring [necessary documents] with you on your first day to complete your joining formalities.

During your Internship with Datametica Solutions Pvt Ltd, you may have access to trade secrets and confidential or proprietary business information belonging to Datametica Solutions Pvt Ltd. By accepting this offer, you acknowledge that this information must remain confidential and agree to refrain from using it for your own purposes or disclosing it to anyone outside of the company.

On successful completion of training and internship period, you will be confirmed as a full-time employee with Datametica i.e., as Associate Engineer.

This offer letter represents the full extent of the internship offer and supersedes any prior conversations about the position. Changes to this agreement may only be made in writing. Please review this letter in full, and sign and return to confirm your acceptance of the position no later than close of business on [22nd January 2022]. We look forward to having you begin your career at Datametica Solutions Pvt Ltd and wish you a successful internship. Welcome to our team!

Conditions For Internship:

- Nonparticipations in Campus Placements/ Interviews
- No Off campus and External offers

Yours truly,
For Datametica Solutions Private Limited
Mahesh Pankar

Authorized Signatory

I hereby accept the above terms and conditions
Name: Sakshi Gaikwad

Signature: _____

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CYBAGE
Delivering Value. Scientifically.

Date: **February 14, 2022**

Letter of Offer

Dear **Sakshi Santosh Kamble,**

Further to your interview, we are pleased to offer you the position of **Trainee - Software Engineer** with our organization.

On joining the company, you will be on training for a minimum period of 3 months. The monthly stipend during your training period will be **Rs. 20,000/-** (including Provident Fund & deductions will be as applicable).

Subject to successful completion of the training, your employment will be confirmed as **Software Engineer.**

Please refer to the attached Annexure-1 for your salary structure and an explanation of its components.

Upon joining, you will be subject to the employee policies and practices of the Company. A summary of the present policies is included as Annexure-2 to this letter of offer for your reference. Also refer Annexure-3 for the list of documents to be submitted.

The date of joining and location will be informed to you by June, 2022.

Cybage may defer and/or cancel this offer at any time before or after your joining in case any information furnished by you is found incorrect or misleading.

We look forward to your joining Cybage at the earliest and wish you a successful career with us.

Thanking you,

Sincerely,
For Cybage Software Pvt. Ltd.

Tina Rastogi

Tina Rastogi
Vice President - Human Capital Management

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28th January 2022

Sarthak Nilesh Thorat
Pune

E-mail ID – sarthakthorat009@gmail.com

Offer Letter

Dear **Sarthak Nilesh Thorat,**

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1. Designation	:	**IT Trainee / InP - IT Trainee**	
2. Company:	:	FIS Solutions (India) Private Limited	
3. Place of Posting	:	Upper Ground Floor to 7th Floor, Westend Center One, Survey No. 169/1, Sector II, Aundh, Pune 411007, INDIA	
4. Date of Joining	:	**14th February 2022**	
5. Compensation & Benefits	:	Annual Base Pay : Rs.	**765,000** /-
		Performance Pay : Rs.	**57,375** /-
		Total Compensation (TC) : Rs.	**822,375** /-

Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.
11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

Regd. Office: S-405 (LGF), Greater Kailash, Part II, New Delhi, India

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Whirlpool CORPORATION

WHIRLPOOL OF INDIA LIMITED
(CIN NO. : L29191PN1960PLC020063)
CORPORATE OFFICE : PLOT NO. 40, SECTOR 44, GURUGRAM (GURGAON) - 122002 (HARYANA), INDIA. TEL: (91) 124-4591300, FAX: (91) 124-4591301.
REGD. OFF. : PLOT NO. A-4 MIDC, RANJANGAON, TAL. SHIRUR, DIST. PUNE 412 220. TEL: (91) 2138-660100, FAX: (91) 2138-232376.
Website : www.whirlpoolindia.com, E-mail : info_india@whirlpool.com

Strictly Confidential

Date: 06/24/2022

Name: Sayali Vitthal Pawar
Address: Pune, Maharashtra, India, 411014.

Dear Sayali Vitthal Pawar,

With reference to the recent discussions we had regarding career opportunities at Whirlpool we are pleased to offer you the position of Software Engineer. Your initial place of reporting will be Pune (IN18) and you are expected to join us on or before 07/21/2022.

The following are enclosed:

- Your remuneration details (Annexure –1)
- General Terms and Conditions of Employment as applicable to all employees (Annexure –2)

At the time of joining, please submit the following documents:

- Copy of your highest level of academic qualifications
- Proof of Date of Birth
- Relieving Letter & Experience Certificate from your current Employer
- Latest salary slip
- 5 Passport size photographs

We look forward to your joining Whirlpool and wish you a rewarding and successful career with us.

With Best Wishes,
Yours Sincerely,
For Whirlpool of India.



Chaitanya S Rajguru

Hiring Manager

(Annexure – I)

Name: Sayali Vitthal Pawar
: ition Title: Software Engineer
Location: Pune (IN18)

	Annual (INR)
Basic	Rs180,000.00
Allowances	Rs319,746.00
Retirals	Rs30,258.00
*PEP Bonus (I) + (II)	Rs69,996.00
Cost to Company	**Rs600,000.00**

nefits:-

1. Insurance Benefits:-
   a. Eligible for Group Term Life Insurance- Coverage of 4X Annual Cost to Company
   b. Eligible for Group Personal Accident Policy - 5 lakhs
   c. Eligible for Group Hospitalizations Policy with premium subsidy as per policy
2. Eligible for Company Leased Car as per policy
3. *PEP Bonus (I) Actual payable amount is computed basis Company & Individual performance.
   (II) Statutory Bonus is payable to eligible employees under the Payment of Bonus Act.
4. Entitled to Gratuity and other statutory benefits as applicable as per terms stipulated in respective schemes

Chaitanya S Rajguru

Hiring Manager

AISSMS COLLEGE OF ENGINEERING PUNE

(Annexure – 2)

Date: 06/24/2022

General Terms & Conditions of Employment

1. Your initial place of work will be Pune (IN18). However, your services are transferable, and can be seconded or deputed by the Company to:-
    a. Any Whirlpool of India Limited (9101) operation in India and/or abroad; whether existing as on date of your appointment or to be established thereafter.
    b. Any operation in India and/or abroad under the Group management and/or ownership of Whirlpool including any joint venture, subsidiary, group company or associate company.
2. During employment with the Company, you shall be subject to and governed by the rules & regulations and policies of the Company that are in force or will be introduced and/or revised from time to time. Any amendment or modification thereto shall be binding on you. You are required to keep yourself informed, updated and compliant with all of the policies and procedures of the Company in force and as may be amended from time to time, irrespective of whether the rules & regulations and policies or any change therein are individually notified to you.
3. While in our service, you shall devote the whole of your time to the business of the Company and will perform your duties with diligence, devotion and discretion and should you fail to do so, the company may hold you liable for gross negligence. You are in no way allowed to be employed in other company on a temporary or part time basis or offer your services with or without pay to any physical person, legal entity or public authority or to be occupied/associated with your own business, without prior consent of the Company.
4. You shall not engage yourself in any outside work, over and above your legitimate work in the Company on duty days, on holidays and when you are on leave.
5. You confirm that you have disclosed fully to the company all of your business, interests whether or not they are similar to or in conflict with the business (es) or activities of the company, and all circumstances in respect of which there is or there might be, a conflict of interest between the Company and you or any immediate relative. You agree to disclose fully to the company any such interest or circumstances which may arise during your employment immediately upon such interest or circumstances arriving.
6. The position held by you is of a strictly confidential nature. You shall maintain strict confidentiality as regards all matters concerning the Company and shall not disclose to any third party, unauthorized person, either during or after your employment with the company, for any reason, any information about the interest of business of the Company or any affiliated Companies. You shall not communicate 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 except with prior approval of the management.
7. During the course of your employment with the Company, you may be required to undergo training(s)/assignments/developmental program. Any Company Sponsored Foreign Travel, for such training/assignment/developmental program beyond a period of 3 weeks may require that you sign a bond assuring one year service post completion of such training with the Company. This is to offset the expenses incurred by the Company towards Employee's specialized training/assignment/developmental program.
8. Your employment and its continuation are subject to you being medically fit and capable of performing your duties and having cleared a Background Verification Check. In the unlikely event of either being found

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PUNE

unsatisfactory your services can be terminated immediately without any notice pay or compensation payout

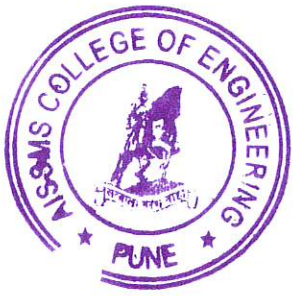
9. Employment contract can be terminated by either party by serving the required notice period, or payment of basic pay in lieu thereof subject to manager's approval and satisfactory handover of responsibilities. Notice Period up to 6 months from date of joining will be 30 days, post which it would be 90 days.
10. You shall keep the company informed of the changes, if any, in respect of your address as well as personal status. All communication sent to you in the normal course to the address given by you shall be deemed to have been received by you.
11. In the unlikely event of any information furnished by you in connection with your employment with us, is suppressed or found to be false or incorrect, your services are liable to be terminated forthwith, without any notice pay or compensation whatsoever.

We look forward to having you on our team, If you have any questions or wish to discuss the details of this offer further, please contact me at Chaitanya_S_Rajguru@Whirlpool.Com. You may also reach out to recruiter Sahil Billiardmaker at .

We wish you all the best in your new role.

Chaitanya S Rajguru

Hiring Manager



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SG

A12

Rudder Analytics Private Limited,
303, Deron Heights,
Baner Road, Baner,
Pune – 411045, Maharashtra

Private & Confidential

18th January 2022

OFFER LETTER

Dear Shantanu,

Subsequent to the meetings you had with us, we are pleased to make an offer of employment to you as **Associate Analyst (A1)**.

Your starting annual cost to company (CTC) will be **INR 4,20,000 /- (INR Four Lakh Twenty Thousand Only)** per annum post confirmation. This includes a performance-linked Variable Pay of INR 42,000. This Variable Pay Component will be payable based on your performance and overall company performance, and that you being on the rolls of the company at the date of disbursement.

You will be on a probation for a period of six months from the date of joining, which is liable for extension at the sole discretion of the Company. On successful completion of the probation period, your services will be confirmed in writing. The compensation during the probation period would be INR 18,000/- (INR Eighteen Thousand Only) per month.

Joining Bonus of INR 60,000/- (INR Sixty Thousand Only) will be paid out in four equal parts after the end of every three months from the date of joining.

Either party can terminate this employment agreement by providing a notice period of 90 days to the other party. Payment of basic pay in lieu of such notice, to the other party, will be at the sole discretion of the Company. The notice period shall be of 30 days during the probation period.

This offer is subject to your satisfactory background verification. Your retention in Company's employment will be subject to your continued medical fitness. Company reserves the right to ask you to undergo medical examination if and when considered necessary.

A compulsory online training program will be rolled out after your acceptance of the offer, and this program will run in parallel with your current academic schedule. Considering your academic commitments, ample time will be provided for completion of the program. Successful completion of the program is a pre-requisite for joining the company, and any negligence or non-compliance with instructions regarding the training, may result in cancellation of the offer extended to you.

You are requested to confirm the receipt and acceptance of your offer in writing, failing which the offer extended to you, stands cancelled. Your initial place of work shall be at our **Pune office** and your date of joining will be informed to you in due time. In case of temporary work-from-home situation, you will be informed accordingly.

The components of your salary are provided in Annexure - A and would be governed by the company policy.

We take great pleasure in welcoming you to our organization and sincerely hope that your period of service with us will be long, pleasant and of mutual admiration.

Warm regards,
Human Resources - Rudder Analytics

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PUNE

85 A 61 67

VERITAS

Veritas Software Technologies India Private Limited
EON Free Zone, 0-02 Floor, Wing 4,
ClusterA, Plot No. 1
Survey Np. 77, MIDC Knowldge Park,
Kharadi, Pune - 411014, India www.veritas.com
Tel: 020-66370297, Fax No. : 020-66157709
Corporate Identification Number:
U72200PN2015FTC154978

25-07-2022
Shipra Shetty
Pune

Dear Shipra,

Appointment as Assoc Software Engineer

We are pleased to offer you the appointment as Assoc Software Engineer with Veritas Software Technologies (India) Private Limited.

This offer is subject to your acceptance of the following terms and conditions:

Designation: You will be appointed as Assoc Software Engineer or such other position determined by the Company from time to time (in which case the terms of this employment agreement **(the "**Agreement") will continue to apply to your new position). You will be initially be reporting to Sumeet Duggal, Sr Mgr, Development, or such other person or position, as determined by the Company from time to time.

Date of Commencement: This offer is contingent on your reporting to your manager on the Date of Commencement. As agreed, you will commence your employment with the Company on 03-08-2022. If you do not report to your manager on the Date of Commencement, the Company is entitled to treat this offer and any acceptance thereof as null and void.

This offer is contingent on: (i) you obtaining at least a CGPA of 5.5 from your university ("Results") and producing to us documentary evidence of the same , and (ii)] you obtaining and maintaining at all times any required work permits/qualifications for you to lawfully work for the Company in India. If you [do not achieve the Results , or if you] do not have and maintain any such work permits/qualifications, this offer and any acceptance hereof is deemed null and void, your employment will be terminated immediately and you agree that you are not entitled to any notice, or payment of salary in lieu of notice.

Site of Employment: The normal place of work will be Pune. You may be required to work at any premises of the Company, and its affiliates, or at the premises of their customers, clients, suppliers or associates within India, or abroad, from time to time. You agree to work in accordance with the Company's scheduled time. You recognize that your duties may require you to engage in travel on behalf of the Company and that flexible hours must be maintained based upon the needs of the customers. You expressly agree to accept such reasonable travel and hours of work without additional compensation to the extent allowed under local labor law.

Previous Employment: If you are employed, you are expected to join the Company only after your present employer formally relieves you. You are required to submit the relieving letter from your present employer to the Company. The Company will not be liable for any consequences arising out of any of your previous employments. You hereby agree that you are not subject to any terms or conditions (whether contractual or otherwise) which restrict or may restrict your ability to carry out your duties for the Company or any Group Company.

Background Check: The offer of employment is subject to and contingent upon verification of the details provided by you and the Company's satisfaction with the results of any reference and background checks, which shall include without limitation –

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PUNE

86 A 63 68

FIS

16th June 2022

Shraddha Dinesh Suryawanshi
Pune

E-mail ID – 2205shraddha@gmail.com

Offer Letter

Dear **Shraddha Dinesh Suryawanshi**,

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1. Designation : **IT Trainee / InP - IT Trainee**

2. Company: : FIS Solutions (India) Private Limited

3. Place of Posting : Upper Ground Floor to 7th Floor,
Westend Center One, Survey No. 169/1,
Sector II, Aundh, Pune 411007, INDIA

4. Date of Joining : **27th June 2022**

5. Compensation & Benefits : Annual Base Pay : Rs. **500,000** /- Performance Pay : Rs. **37,500** /-
Total Compensation (TC) : Rs. **537,500** /-

Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.

8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.

9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.

10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.

11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the

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Company or its Affiliates.

12. **Hours of work** : Your normal working hours shall be 9 hours per day and 45 hours per week, including applicable intervals for rest. The Company also reserves the right to vary your hours of work and days of attendance, either on a permanent or temporary basis, dependent on business requirements. In the event of this you will be provided with reasonable notice.

    The company follows a flexible working time system, which will enable You to choose your arrival and/or departure time from a range of available hours, subject to approval from your Reporting Manager. Further, You may be required to work in shifts or in a different weekly work schedule due to business reasons. You will be communicated about such differential schedule and work timings by your Reporting Manager.

    You will be required to devote the whole of your time, attention and skill to the business and affairs of the Company both during normal business hours and during such additional hours, as permitted by Law as are necessary for the proper performance of your duties or as the Company may reasonably require from time to time.

Sharing of this information will result in withdrawal of your letter of offer

A detailed Appointment Letter will be issued to you soon after you have joined the Company.

The Annexure II needs to be accepted and signed along with this offer letter.

We look forward to having you on board with Team FIS.

Yours sincerely

Amol Gupta
People Leader for COO – India & Philippines

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17th January 2022

Siddhesh Balkrishna Indore
Pune

E-mail ID – siddheshindore@gmail.com

Offer Letter

Dear **Siddhesh Balkrishna Indore,**

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1. Designation	:	**IT Trainee / InP - IT Trainee**	
2. Company:	:	FIS Solutions (India) Private Limited	
3. Place of Posting	:	Upper Ground Floor to 7th Floor, Westend Center One, Survey No. 169/1, Sector II, Aundh, Pune 411007, INDIA	
4. Date of Joining	:	**27th June 2022**	
5. Compensation & Benefits	:	Annual Base Pay : Rs.	**765,000 /-**
		Performance Pay : Rs.	**57,375 /-**
		Total Compensation (TC) : Rs.	**822,375 /-**

Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.
11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

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CYBAGE
Delivering Value. Scientifically.

89 B34

Date: **February 14, 2022**

Letter of Offer

Dear **Siddhesh Kisan More,**

Further to your interview, we are pleased to offer you the position of **Trainee - Software Engineer** with our organization.

On joining the company, you will be on training for a minimum period of 3 months. The monthly stipend during your training period will be **Rs. 20,000/-** (including Provident Fund & deductions will be as applicable).

Subject to successful completion of the training, your employment will be confirmed as **Software Engineer.**

Please refer to the attached Annexure-1 for your salary structure and an explanation of its components.

Upon joining, you will be subject to the employee policies and practices of the Company. A summary of the present policies is included as Annexure-2 to this letter of offer for your reference. Also refer Annexure-3 for the list of documents to be submitted.

The date of joining and location will be informed to you by June, 2022.

Cybage may defer and/or cancel this offer at any time before or after your joining in case any information furnished by you is found incorrect or misleading.

We look forward to your joining Cybage at the earliest and wish you a successful career with us.

Thanking you,

Sincerely,
For Cybage Software Pvt. Ltd.

Tina Rastogi

Tina Rastogi
Vice President - Human Capital Management

AISSMS COLLEGE OF ENGINEERING PUNE

21-22
90
18-17
71

Gmail

Snehal Gore <snehal.gore1@gmail.com>

Zensar - Offer Letter

ZenTAM <ZenTAM@invalidemail.com>
Reply to: <do_not_reply@invalidemail.com>
To: <snehal.gore1@gmail.com>
Cc: <dhiraj.chawade@zensar.com>

Sat, 8 Jan, 2:00 PM

zensar

Ref: 0081559_4/1639370

Dated: January 8, 2022

To
Snehal Gore

Sub: Offer of Employment

Dear Ms. Snehal Gore,

Thank you for the keen interest you have shown in joining our organization. With reference to the interview and the discussions you had with us recently, we are pleased to offer you a career at Zensar. Please accept our heartiest congratulations and warm welcome to the Zensar family.

Your date of joining will be communicated to you separately.

Your 'Annual Compensation' is attached herewith as in Annexure – A.

The terms and conditions of employment are in Annexure-B.

You shall be required to work from any of the Zensar office location or as may be instructed by Zensar at the time of joining.

zensar

Please note, this job offer will be contingent upon results of your final year examination. Zensar reserves a right to withdraw this offer in case you fail to satisfactorily perform / pass the exam. Also, the offer is conditional to verification of documents listed in Annexure C.

Please confirm your acceptance, in writing via email within 10 days after receiving this letter.

VISHWAKARMA COLLEGE OF ENGINEERING
PUNE

Yours Sincerely,
For Zensar Technologies Limited



Sanjeeva Maithani
Vice President – Human Resources

Encl:Annexure – A (Salary Structure),
Annexure – B (Terms and Conditions of employment)
Annexure – C (Document Check List)

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Annexure – A

Name: Snehal Gore
Designation: Jr. Software Engineer
Grade : G0

Component	Annual Gross (INR)	
Basic	192000	Base salary component.
Customized Allowance Pool*	159725	This is used towards HRA / CLA, LTA, Medical Allowance and Children's Education. You may want to split the basket as per your tax plans.
Bonus	16000	Paid out as per the Payment of Bonus Act if Basic is less than 21000
Total	367725	
Company's contribution to PF	23040	12% of Basic
Gratuity	9235	As per Gratuity Act
Gross Compensation	400000	
Group Personal accident Insurance	6864	Sum Insured is Rs. 11,50,000/- Please refer to policy
Group Health Insurance Scheme		Up to four family members (in order of: Associate, Spouse, 2 Dependent Children below age 25) are covered up to a limit of Rs. 2,00,000/- P.A.
Term Life Insurance		Sum Insured is Rs. 5,00,000/; Please refer to

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		policy
Total Cost to Company	406864	

Annexure – B

1. GRATUITY:

For every associate, the organization contributes 4.81% of the Basic salary towards the Gratuity fund.
All associates who have completed minimum 5 years of continuous service with the organization are entitled for Gratuity.

The entitlements are as per the following slabs:

- 5 years or more, and less than 10 years of service, Gratuity will be calculated @ 15 days basic salary for the number of years completed.
- More than 10 years and less than 15 years of service, Gratuity will be calculated @ one month basic salary for the number of years completed.
- More than 15 years of service, Gratuity will be calculated @ 1¼ month's basic salary for the number of years completed, subject to maximum of 26 months' salary.

The gratuity amount is payable on resignation/retirement subject to above conditions.

In case of death of the associate during the service, the associate's nominee is entitled for the Gratuity benefit calculated on the basis of anticipated service subject to the conditions under the scheme entered with LIC.

2. PROVIDENT FUND:

The associate becomes a member of the provident Fund Trust administered by the company from the date of the joining.

- The company deducts 12% of the basic every month through payroll as the associate's contribution to PF. Additionally, the company contributes 12 % of the associate's basic salary and the same is deposited with the Provident Fund Trust.
- Out the associate's contribution, 8.33% (subject to maximum of Rs. 541 p.m.) is remitted to The Regional Provident Fund Commissioner (RPFC), Pune towards the contribution for pension administered by RPFC.

An RPG Company

CIN: L72200PN1963PLC012621 Tel: +(20) 6607 4000, 2700 4000 +(20) 6605 7888

www.zensar.com

Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune 411014

zensar

- The associate on resignation or retirement can apply to Trust for transfer or withdrawal of Provident Fund accumulation as per the Provident Fund rules.
- The associate is also entitled for Pension from RPFC on resignation or retirement as per the pension rules of RPFC.
- Voluntary Provident Fund: The associate, if wishes, may request for additional PF contribution minimum of 12% & maximum

PISCE COLLEGE OF ENGINEERING PUNE

of 20% of Basic salary by way of deduction through payroll.

3. Other Benefits

- Hospitalization
  You and your spouse will be eligible to avail of the medical insurance cover.

- Leave
  You will be eligible to 30 days of total leave during a year. This will include 18 days of privilege leaves and 12 days of flexi leaves. Flexi leave can be availed as casual leave, sick leave and paternity leave reasons. The details of the policy would be available to you when you join.

4. Probationary Period

- You will be on probation for a period of 12 months from the date of joining and may be confirmed as a permanent associate upon successful completion of your probation. The period of probation can be extended at the discretion of the Company.

- During the probation period, the Company has the right to terminate your services at any time upon serving one day's notice to you.

5. Notice Period

- You will be required to give three months' notice in case you decide to leave our services and the same is subject to the company's discretion. The company reserves the right at its sole discretion, to substitute the notice period by paying whole or part of your base salary in lieu of the notice period.

zensar

- In case you leave the services of Zensar within 1 year of your joining the Organization, due to any reason, you will be required to repay the total expenses incurred by the company towards reimbursement to you on account of your relocation. notice pay buyout and joining bonus, if any.

6. Garden Leave : In a situation wherein continuation of your services for the specified notice period (whether in part or in full) are not considered detrimental to the interest of the Company, the Company may allow you to serve the notice period or require you to proceed on Garden Leave during the notice period which you would have otherwise served. However, if the Company receives your request to be relieved from your duties before the completion of the notice period or during Garden Leave, then the Company at its own prerogative may relieve you from your duties on or before the completion of notice period or Garden Leave subject to clauses 8 & 9 herein.

Garden Leave shall mean "an arrangement where an employee is not required to attend his duties and responsibilities at the workplace. However, for all purposes he shall continue to be considered as an employee of the Company and make himself available, as and when required by the Company for any work pertaining to his work responsibilities including transition of responsibilities.".

7. Employee request for immediate release: In a situation wherein the Company receives your request to be relieved from your duties without serving the notice period, the Company may at its own discretion relieve you with immediate effect.

8. Notice Pay: (a) Notwithstanding the nature of termination of your employment under any of the scenarios as set out, the Company may at its discretion.

- allow you to serve the notice period or
- require you to proceed on Garden Leave during the notice period which you would have otherwise served or
- relieve you immediately or at any time while you are serving your notice period in which event you shall be entitled to receive salary for the unserved notice period.

AISSM'S COLLEGE OF ENGINEERING PUNE

CIN: L72200PN1963PLC012621
Tel: +(20) 6607 4000, 2700 4000
+(20) 6605 7888

www.zensar.com

Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune 411014

(b) In the event, you request the Company for an early release at any time during the notice period being served, you shall be liable to pay the Company, in line with the Company policy on notice pay, for the unserved notice period. Subject to applicable laws and Company's discretion in this regard, the Company may deduct such amount from the payments that shall be payable to you as full and final settlement of your dues. The date of your release, in such event, shall be decided by your designated manager / head of department / business head, as the case may be.
The Company will not be liable for any additional severance obligations under any of the above scenarios

9. Your release from the Company's services shall be subject to satisfactory transition of your duties and responsibilities. You shall also be required to return all Company property in your possession to the person designated by the Company in this regard. Company property shall include all documents and any copies thereof in whatever form those copies may be made, whether on paper, tape, computer disc, cloud storage-based facilities or any other digital medium or otherwise. If you hold any information on any equipment which you own, you shall forthwith copy that information onto an appropriate medium, supply that copy and any other copies in your possession to the Company and then delete such information from all equipment in your possession. Subsequent to the completion of the formalities as mentioned herein, you will be notified of the date of your release. Such release date shall be at the sole discretion of Company notwithstanding your willingness to pay for the unserved notice period for an early release.

10. Statement of Facts: 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 minimum standards set by the company, the company shall have the right to terminate your services at its own discretion.

11. Group Insurances

- From the month following your joining, Company will provide you coverage under the Group Mediclaim Policy and Group Accident Insurance Policy, at no cost to you.
- It is mandatory to declare dependent (Dependent Spouse, Dependent Children) information to include them in the company Mediclaim Insurance policy.

An RPG Company

CIN: L72200PN1963PLC012621
Tel: +(20) 6607 4000, 2700 4000
+(20) 6605 7888

www.zensar.com

Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune 411014

zensar

12. Confidentiality
You agree at all times during the term of your employment and thereafter (without limit of time):

- Hold Confidential Information in strictest confidence, and not to use or attempt to use the same, except for the benefit of the Company, and
- Not to disclose or divulge Confidential Information to any person or entity without written authorization of the Company
- You agree to return to Zensar all proprietary information, including copies of papers, hard drive, disk, tape and other media, upon completion or termination of any project or upon cessation of your employment.

VISHWAKARMA COLLEGE OF ENGINEERING
PUNE

- For the purposes of Clause, "Confidential Information" means any Company proprietary or confidential information, technical data, trade secrets or know-how, whether oral or written or in electronic format and whether marked confidential or not, including but not limited to; research, business plans, products, product improvements, processes and process documents, services, projects, proposals, all work produced by you whether during normal working hours or not, computer program, documentation, customer lists and customers (including, but not limited to, customers of the Company with whom you become acquainted), markets, software, developments, inventions processes, formulas, technology, designs, drawings, engineering, marketing, distribution and sales methods, sales and profit figures, finances, techniques, strategies, discoveries, the title and description of any patents or patent applications filed by the Company in any country or jurisdiction (until the same is generally available to the public), and any other business information of the Company including its business plans, practice methodologies and technologies (including computer software), training materials, personnel information, client lists and information regarding the business needs, strategies and technologies of present and prospective clients and internal Company publications, whether directly or indirectly, or by drawings or inspection of documents or other tangible property and all information that comes to your knowledge which would but for this employment would not have been accessed by you, whether such information is in tangible form or not, written or otherwise and formal or not. Confidential Information however shall not include knowledge, skills, or information which is common to the business of the Company, or which is generally known outside the Company.

- You understand that retaining the confidential nature of Confidential Information is of utmost importance to the business of the Company and in addition to the terms stipulated in this agreement herein you agree to execute a Non-Disclosure Agreement with the company.
- While performing your duties, you shall not copy / use /infringe a third-party intellectual property or confidential information.
- Any breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated without notice.

13. Non Solicitation of Associates and Clients

- You agree that during the period of your employment with the Company, and for one year after the date of termination of such employment (regardless of whether this cessation of employment is voluntary or involuntary, or caused by the breach of this Agreement by either party), other than on behalf of the Company, you will not, either directly or indirectly:
- Solicit, divert, take away, hire, or recruit, entice or attempt to solicit any associate of the Company or the business of any client, customer, potential client, potential customer, person, or entity with whom Associate had dealings for any purpose related in any manner to the business of the Company.
- Approach or seek employment with the Company's client(s) where you are/were deployed by the Company
- You agree the foregoing restrictions are reasonable both as to time and extent given the nature and scope of the Company's present business and the duties of your employment.
- This clause shall be binding on you even after your separation from the company.

AISSMS COLLEGE OF ENGINEERING PUNE

14. Intellectual Property

- All intellectual property rights, including but not limited to, patents, copyright and design rights as a result of the development of and/or the application of all work produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including but not limited to any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this employment with the Company shall be the exclusive property of the Company and you agree to assign all such Intellectual Property created during your employment to the company.

- You agree, at the Company's expense, to provide, during and after this employment, all such assistance as the Company reasonably considers necessary, to secure the vesting of such rights in the Company or Terms of Employment.

- You shall indemnify and keep the Company indemnified and harmless against all claims by any third party for loss, damage, expenses suffered, arising out of infringement of any patent, trademark, label, design or application, including software programs and applications by reason of your acts, actions, activities not authorized by the Company or acts, actions, activities undertaken by you against Company's policies, guidelines instructions.

Retirement:

- You will retire/ superannuate from the company on reaching the age of 58 years.

- Notwithstanding the clause on retirement from the company's service, your employment with the Company is subject to termination on three month's prior notice by either side. The Company however, reserves the right to, at its sole discretion, substitute the notice period by paying you basic salary in lieu of the notice period.
- For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the required notice period as stated in our Company's HR manual.

- Notwithstanding anything else stated above, the Company shall also have the right to terminate your employment immediately without notice or payment in lieu of notice if:

  - You neglect, refuse, fail or for any reason become unable to perform any of your duties under this agreement or comply with the Company policies and code of conduct; or

  - You are guilty of any misconduct whether or not in the performance of your duties (including but not limited to being an undischarged insolvent, being convicted by any criminal court, being involved in fraudulent acts, etc) or commit any act which in the opinion of the Company is likely to bring the
    Company any disrepute whether or not such act is directly related to the affairs of the Company; or o You commit any breach of any of your duties or obligations under this agreement or the policies of the Company.

  - There is a discrepancy in the documents/certificates given by you as a proof in support of the information provided by you at the time of interview and in the candidate data sheet.

Jurisdiction
Even though the company may depute you overseas for on-site work to any other location, any issues arising out of your contract of employment, shall be governed by the laws of India and the courts of Pune shall have the exclusively jurisdiction

15. Indemnification

- You agree to indemnify the Company for all loss, damage, liabilities and costs and expenses, including reasonable attorney

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fees, suffered or incurred by the Company or caused by or related to your breach of any of the provisions contained in this Terms of Employment.



16. Other Terms and conditions

- You agree not to undertake employment, whether full-time or part-time of any other organization / entity engaged in any forms of business activity without the consent of Zensar. The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at any time at the discretion of the company.

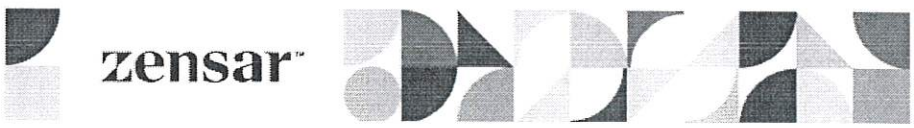
- This offer is purely based on the information / documents provided by you and by accepting the offer, you specifically authorize the company or any external agency through Zensar to verify your educational, previous employment, your conduct and any other background checks prior to your joining the company or thereafter. You shall extend your co-operation (if asked for) during such verification without any protest or objection. 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 terminate the employment at any time during your service You agree to abide by all the policies of the Company in force from time to time.

17. SMS Notification

- You agree that the Company can contact you via SMS notifications or any other telephonic mode, before , during and after Zensar's joining process, in order to, inter-alia, keep you updated and well informed on joining and/or subsequent processes and developments.

18. Disciplinary Action:

- If at any point of time, Company has reasonable prima facie justification to believe that you may have indulged in act(s) that may have violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, and the Company decides to carry out further investigation into such acts, Company reserves the right to suspend you from its services pending investigation.



- During the period of suspension, Company may ask you not to report to work (physically or remotely) and may suspend the use of your company email. Further Company reserves the right to pay you only 50% (fifty percent) of applicable salary (excluding retirement benefits or performance bonus) for the period of suspension.
- Upon completion of investigation, if the company concludes that you have not committed any such misconduct or breach of

your obligations, the salary retained as above during suspension will be paid to you in the next immediate payroll cycle.

- If upon completion of investigation, company concludes that you have committed any misconduct or violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, Company may impose such punishment as it deems fit, including suspension or fine or stoppage of annual increment or reduction in rank or termination of your service for cause as provided hereunder. In such event, the salary retained as above during suspension will not be paid to you and the Company reserves the right to adjust the same against any damages or fine recoverable from you in connection with the acts committed by you.

zensar

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:

Name in Full:

Signature:

Address:

Phone:

E-mail ID:

Date:

Place:

Note: This document gives indicative details of all plans. Their implementation is governed by policies of Zensar and applicable legal agencies and may change from time to time without prior notice. Latest Details and specifics of each plan are available with the Human Resources Function.

AISSMS COLLEGE OF ENGINEERING PUNE

CIN: L72200PN1963PLC012621
Tel: +(20) 6607 4000, 2700 4000
+(20) 6605 7888

www.zensar.com

Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune 411014

zensar

Annexure – C

At the time of joining, you are requested to bring the following documents in Original, along with a copy of each

1. Proof of Age either copy of passport or school leaving certificate
2. Last Qualification Certificate
3. Mark sheet of last qualification
4. Last salary slip
5. Two passport size color photographs
6. Copy of Pan Card
7. Copy of Passport (if available)
8. Bank Account Number and details

You must 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

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 terminate the employment at any time during your service

Please submit all the certificates supporting your educational qualifications along with mark sheets in original for verification only.

Private & Confidential

An RPG Company

CIN: L72200PN1963PLC012621
Tel: +(20) 6607 4000, 2700 4000
+(20) 6605 7888

www.zensar.com

Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune 411014

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AISSMS COLLEGE OF ENGINEERING PUNE

Datametica Solutions Pvt. Ltd.
502, Zero1ne Building, Above Passport Office,
Mundhwa Road, Koregaon Park Extension,
Pune, Maharashtra - 411036, India
Phone - +91 20 66446300
www.datametica.com

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A9 72

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GIVING DATA WING

Ref: DM/HR/2022-23
Date: 20-Jan-22

Subject: Internship Offer Letter

Dear Sohan Rajshekhar Birajdar,

We are pleased to offer your internship opportunity with our company **"Datametica Solutions Pvt Ltd" as an "Intern".** The Internship will begin on **14th February 2022** and will be effective till your final year results. During internship you will be paid an **Internship fee of INR 25,000/- per month.** The Internship fees payable to the Intern shall be subject to deduction of tax at source under the provisions of Income Tax Act and Rules made there under. Please be sure to bring [necessary documents] with you on your first day to complete your joining formalities.

During your Internship with Datametica Solutions Pvt Ltd, you may have access to trade secrets and confidential or proprietary business information belonging to Datametica Solutions Pvt Ltd. By accepting this offer, you acknowledge that this information must remain confidential and agree to refrain from using it for your own purposes or disclosing it to anyone outside of the company.

On successful completion of training and internship period, you will be confirmed as a full-time employee with Datametica i.e., as Associate Engineer.

This offer letter represents the full extent of the internship offer and supersedes any prior conversations about the position. Changes to this agreement may only be made in writing. Please review this letter in full, and sign and return to confirm your acceptance of the position no later than close of business on [22nd January 2022]. We look forward to having you begin your career at Datametica Solutions Pvt Ltd and wish you a successful internship. Welcome to our team!

Conditions For Internship:

- Nonparticipations in Campus Placements/ Interviews
- No Off campus and External offers

Yours truly,
For Datametica Solutions Private Limited
Mahesh Pankar
Authorized Signatory

I hereby accept the above terms and conditions
Name: Sohan Rajshekhar Birajdar
Signature: _____

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29-Jan-2022

Dear Patil Sonal Shivaji,
B.E., Computer Science & Engineering
Aissms College Of Engineering

Candidate ID – 19938272

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:

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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

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Date: February 24, 2022

Ref: LTI/HR/EN3/Campus/2022

Name: Sudarshan Vijay Khandre

College: All India Shri Shivaji Memorial Society's College of Engineering, Pune

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Sudarshan Vijay Khandre,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on being selected as a **Graduate Engineer Trainee.** This offer is on the following terms and conditions, subject to a successful background check

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs.30000** as per the details mentioned in **'Annexure-1'**.
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You are required to register yourself as an 'apprentice' on the apprenticeship portal http://www.mhrdnats.gov.inwithin [7] days from the date of this offer or once your final semester is completed as applicable. You shall be required to accept the offer on the portal site as well.
4. You will also be issued a detailed Letter of Appointment as Graduate Engineer Trainee subject to you meeting the eligibility criteria as mentioned in **'Annexure-2'**. Your appointment is in accordance with the Apprentices Act, 1961.
5. **Documents** - Your offer is subject to you submitting all the mandatory documents at the time of joining. You may also need to submit other such documents as Company deems fit from time to time. In order to facilitate the joining process, we require documents in original from your end, which are mentioned in **'Annexure-3'**.
6. **Background Verification** - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.

   If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this **Graduate Engineer Trainee Offer Letter** on the **CampBuzz Portal** (https:\\campbuzz.lntinfotech.com) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period on the Company portal and accept the offer on the portal within (7) days, the aforesaid offer

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9. The terms and conditions mentioned above are subject to change at any time at sole discretion of the Company and as per business demands without prior notice.

10. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

11. Post successful completion of 3 months and subject to joining the Company, your annual CTC including all benefits will be as per the details mentioned in 'Annexure-4'.

12. As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining.

    If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

    We welcome you to the LTI family and look forward to a long and fruitful association with you.

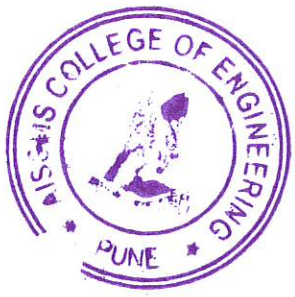
Yours faithfully,

For Larsen & Toubro Infotech Ltd.

Ashish Naik
Associate Director -
Talent Acquisition

I have read the letter and accept the same.

Signature and Date



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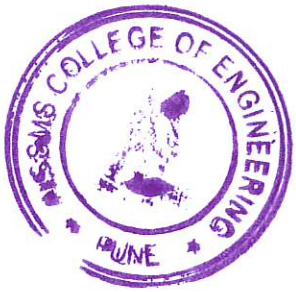
ANNEXURE-1

Name : Sudarshan Vijay Khandre Grade : GA2	Date : February 24, 2022
COMPONENTS	Rs. (P. M.)
Stipend	30000

Medical Insurance Premium

The Group Mediclaim Policy of Company covers trainee, employee and Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.

Trainees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.



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ANNEXURE-2

Eligibility Criteria for Engineering - Year 2022 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2022)	Less than 24 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA
	NOTE: • SSC /HSC should have cleared in FIRST ATTEMPT only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, final semester should have cleared in FIRST ATTEMPT only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation, Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above OR Equivalent CGPA
	• For the interview process, an aggregate of 60% & above till the results of the last conducted examination will be considered • Aggregate of 60% & above or equivalent CGPA must be obtained after declaration of final semester results
	• Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	• Conversion from CGPA into Percentage must be calculated as per your respective University norms
	• Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation, Post Graduation)	• No active/live backlogs allowed at the time of the interview process • All backlogs (if any) must be cleared with the final semester exams • All final semester subjects must be attempted and cleared in the First Attempt (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course)
	• Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2022 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization
Eligibility for Maternity Leave:	As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has



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Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.

2. I am aware that this recruitment process is completely free of cost.

3. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.

4. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.

5. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement

Candidate Signature: _____

Name: _____

Institute Name: _____

Mobile No: _____

Date of interview process: _____

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ANNEXURE-3

Please bring along with you the following documents in original and one copy of the same.

A. Duly acknowledged copy of the Graduate Engineer Trainee Offer Letter.

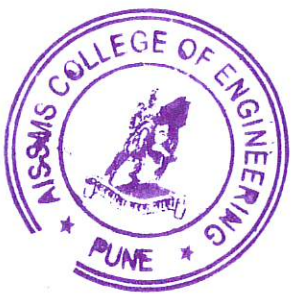
B. Non-Disclosure Agreement.

C. Two copies of your recent passport size photograph with white background.

Attested copies of the following

1. Proof of age.
2. SSC/HSC or equivalent examination mark sheets.
3. Diploma / Degree mark sheets for all the Semesters/Years.
4. Passport first & last page.
5. Four wheeler Driving License.
6. Pan card.
7. Aadhar card.

You are requested to note that our offer is subject to submitting the above documents.



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ANNEXURE-4		
Name : Sudarshan Vijay Khandre	Date : February 24, 2022	
Salary Grade : GE2		
Components	Rs. p.a.	Rs. p.m.
Basic		15000
Bouquet of Benefits		22015
Bonus		1750
A. Base Salary (PA)	465180	38765
Annual Incentive	0	
B. Total Variable (PA)	0	
C. Total Target Cash (A+B)	465180	
Provident Fund (PF)	21600	1800
Gratuity	8664	722
Mediclaim Premium	10556	
D. Retirals & Other Benefits	40820	
Cost to Company (CTC) C+D	506000	

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Medical Insurance Premium:

The Group Mediclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.

Employees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.

Notes:

1) Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2) H.R.A. will be deducted for accommodation (if any) provided by the Company.
3) You are covered under the ESIC Act and there will be statutory deductions as per the ESI policy.
4) The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
6) The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7) Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

- Following are the components applicable to you under **Bouquet of Benefits (BOB).**

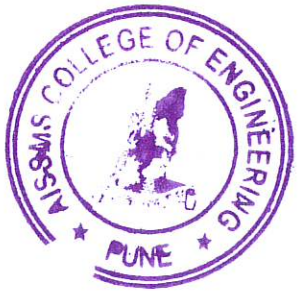
Components	Limits	Remarks
House Rent Allowance (PM)	10% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional

*Balance amount under BoB will be paid as Adhoc Allowance per month and will be fully taxable.

-You are required to declare your options under BoB in the SSC Portal.The guidelines relating to BoB are available under HR Policies.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

- Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.



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Infosys®
Navigate your next

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HRD/3T/1002483421/22-23

December 16, 2022

Ms. Supriya Jadhav
At Holi,
Tq-Lohara,
Osmanabad-413606
India

Ph: +91-9834184141

Dear Supriya,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Certification signature by RICHARD GERARD LOBO <richard_lobo@infosys.com>, Validity Unknown
Digitally signed by RICHARD GERARD LOBO
Date: 2022.12.16 13:01:54 IST
Reason: Digitally Signed
Location: Bangalore

ASKUS COLLEGE OF ENGINEERING PUNE

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

Company Confidential - This communication is confidential between you and Infosys Limited

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the Intranet `Sparsh`. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure-III).

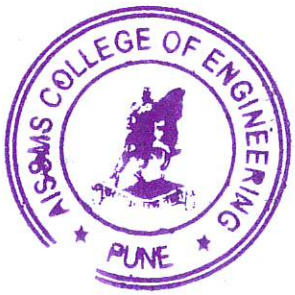
This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.



Infosys®
Navigate your next

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: _____, 20_____

_____
Sign your name

_____ _____
Print your full Name Location

Certification signature by RICHARD GERARD LOBO
<richard_lobo@infosys.com>, Validity Unknown
Digitally signed by RICHARD GERARD LOBO
Date: 2022.12.15 13:04:54 IST
Reason: Digitally Signed
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

AISSMS COLLEGE OF ENGINEERING
PUNE

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ANNEXURE - I

(Compensation during the first six months from the Date of Joining)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Ms. Supriya Jadhav**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	**22,328**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary*	722
FIXED GROSS SALARY (1+2+3)	**25,000**
TOTAL GROSS SALARY	**25,000**

OTHER BENEFITS

Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time

*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

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APPOINTMENT LETTER

January 24, 2022

Dear Supriya Limbole,

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

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

SIMS COLLEGE OF ENGINEERING PUNE

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Offer: Computer Consultancy
Ref: TCSL/DT20207404925/Pune
Date: 05/10/2021

Mr. Suraj Nandlal Shirude
Plot No 43 ,Swami Samartha Provision ,Prerna Society ,Near R.K. LawnsBhadgaon Road,
Near R.K. Lawns,
Chalisgaonm CI-424101,
Maharashtra.
Tel# 91-9833634880

Dear Suraj Nandlal Shirude,

Sub: Letter of Offer

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

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

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

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

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

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411006
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com

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Date: **February 14, 2022**

Letter of Offer

Dear **Swamini Sachin Bhagwat,**

Further to your interview, we are pleased to offer you the position of **Trainee - Software Engineer** with our organization.

On joining the company, you will be on training for a minimum period of 3 months. The monthly stipend during your training period will be **Rs. 20,000/-** (including Provident Fund & deductions will be as applicable).

Subject to successful completion of the training, your employment will be confirmed as **Software Engineer.**

Please refer to the attached Annexure-1 for your salary structure and an explanation of its components.

Upon joining, you will be subject to the employee policies and practices of the Company. A summary of the present policies is included as Annexure-2 to this letter of offer for your reference. Also refer Annexure-3 for the list of documents to be submitted.

The date of joining and location will be informed to you by June, 2022.

Cybage may defer and/or cancel this offer at any time before or after your joining in case any information furnished by you is found incorrect or misleading.

We look forward to your joining Cybage at the earliest and wish you a successful career with us.

Thanking you,

Sincerely,
For Cybage Software Pvt. Ltd.

Tina Rastogi

Tina Rastogi
Vice President - Human Capital Management

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ANNEXURE-1

SALARY BREAK-UP

Name:	Swamini Sachin Bhagwat
Designation:	Software Engineer
Department:	Engineering
Primary Skill:	Fresher
Location:	Pune

No.	Components of Salary	Amount Rs. (per annum)
A	**Monthly Salary components**	
i	Basic	180,000
ii	HRA	74,040
iii	Children Education Allowance	5,100
iv	Bonus \ Ex-Gratia	37,020
v	Conveyance Allowance	55,530
vi	LTA	18,510
vii	EPF Employer's Contribution	23,400
	ANNUAL GROSS FIXED SALARY	**393,600**
B	**Major benefits**	
vii	Gratuity	8,658
viii	Insurance-Mediclaim	6,600
ix	Insurance-Term Life	1,788
	TOTAL COMPENSATION (A+B)	**410,646**
C	**Variable Pay**	**39,360**
D	**COST TO COMPANY (A+B+C)**	**450,006**

**Details mentioned in the "Explanation of terms used" section in the next page.*

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Explanation of terms used:

i. **Basic**: This is the base component of the salary to which many other components are linked. This amount is fully taxable.

i. **HRA**: This amount will not be taxable if you submit appropriate rent agreement and rent receipts. Tax benefit calculation will be done on the basis of provisions of Income Tax Act, 1961.

ii. **Children Education Allowance**: This amount can be claimed as non-taxable by producing school fee receipts of your children to a maximum of Rs. 1200/- per child per year, for two children. (This can be claimed over & above deduction U/s 80 C of Rs. 150000/-)

iii. **Bonus \ Ex-Gratia:**
As per the statutory regulation, if you are covered under the payment of Bonus act, this component will be paid as "Bonus" if not this will be paid as "Ex-Gratia"

iv. **LTA**: Leave Travel Allowance is a part of your monthly gross salary. You will receive this component on a monthly basis. On submission of required travel proofs, the total amount of the bills produced or the maximum amount of LTA, whichever is less will be considered as non-taxable. In case you have not travelled, you will still receive this amount, as a taxable component of your salary. Tax benefit calculations will be done on the basis of provision and guidance under the Income Tax Act, 1961. LTA claim can be submitted for a maximum of 2 trips within India, in a block of 4 calendar years. Proof of travel viz. air/rail/bus ticket, boarding pass, toll tax receipts (in case of taxi travel), etc. should be submitted to the Finance department if the amount is not desired to be taxed. The proofs should be submitted to the Finance department within 15 days of your return from leave.

v. **Conveyance allowance**: To meet the expenditure of commute between the place of residence and office/place of duty. In cases when there is no commute to work place this allowance shall not be applicable.

vi. **Special Allowance**: This will vary as it is based on the difference between your gross salary and other components that make up the entire salary. It is a fully taxable component.

vii. **Company's contribution to Provident Fund:** This is calculated as 13.16% of all the above mentioned components (excluding HRA) or Rs. 1,80,000, whichever is lesser.

viii. **Gratuity:** This provides you a lump sum benefit upon separation after completion of 5 years of continuous service or on retirement or when deceased. The gratuity is computed as per the Payment of Gratuity Act, 1972, as: Last drawn basic salary * no. of years served * 15/26. This amount is subject to a maximum limit as may be prescribed by the Payment of Gratuity Act 1972.

ix. **Mediclaim Insurance:** As per the company policy, you are eligible for Insurance. At present the insurance cover available for Cybage employees is:

a. **Medical cover** of Rs. 2,50,000/- for employee, spouse and two dependent children. Includes maternity benefit limited to Rs. 40,000 /- for up to two children.

b. **Accident cover** of Rs. 10,00,000/-, payable to beneficiary in case of death of employee. Covers payment for medical leaves taken by employee after accident at the rate of 1% of sum insured or Rs. 10000/-, whichever lower. Does not include hospitalization cover.

The insurance aforesaid are subject to review as per Cybage policy on an annual basis.

x. **Term Life Insurance**: As per the company policy, you are eligible for Term life Insurance.
At present the insurance cover available for Cybage employees is 7 times of Annual Gross Fixed salary.
The insurance aforesaid are subject to review as per the Cybage policy on an annual basis.

xi. **Variable Salary:**
The eligibility and payment criteria of Variable pay shall be as follows:

PISSE COLLEGE OF ENGINEERING PUNE

a. Only employees of Cybage India software Pvt. Ltd ('Cybage') shall be eligible for Variable pay, provided it is part of the salary structure of respective employee.
b. Payment of variable pay is contingent upon the Cybage's annual revenue growth for Software Services and individual's performance. It is capped up to 10% of the employee's annual gross salary.
c. Cybage's annual revenue growth for Software Services shall exclude any revenue generated through inorganic merger and acquisition.
d. Variable pay shall be prorated for the salary remitted to the employee's during the preceding financial year, ending March 31st.
e. Variable pay shall be paid to all employees who are on the payroll of Cybage and not serving notice period as of March 31st.

Income Tax: Income tax and Professional tax will be deducted at source as per the rules applicable.

The information pertaining to compensation and benefits is personal and confidential in nature. You should maintain confidentiality of your compensation details and any increment.



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ANNEXURE-2

Additional Terms and Conditions of Offer

1. Date of joining:

This offer for employment is subject to your joining and reporting to the designated Cybage office, failing which this offer will stand withdrawn. In case of such withdrawal of offer, Cybage reserves the right to re-consider or reject your employment with Cybage.

2. Training:

You shall undergo training for period of three months from your date of joining. Your confirmation shall be based on successful completion of the training, failing which the stipend shall continue. Based on your performance during the training, you may be transferred to other departments or your training may be extended or your services may be terminated. In this case the designation and salary shall change accordingly. The period of training can be extended depending on the business requirement. All confirmations after training are made only on 1st day of a month. Thus, if the due date for confirmation of an employee, as per date of joining and period of training letter falls between the 1st and 15th day (both days inclusive) of a month, the employee will be confirmed on the 1st day of the same month. However, if the due date for confirmation of an employee, as per date of joining and period of training falls between the 16th and the last day (both inclusive) of a month, the employee will be confirmed on the 1st day of the following month.

3. Work location and transfer:

Your initial location after joining will be at Cybage **Pune/Gandhinagar/Hyderabad** office. This offer is subject to your preparedness to work in any of the locations of Cybage or its affiliates. Your services are transferable and you may be assigned to any office of Cybage or an associate company.

4. Mandatory tenure of employment:

On joining Cybage, you will continue to be employed with Cybage for a minimum period of eighteen months. If you resign before expiry of the mandatory term of employment of eighteen months, you shall be liable to pay to Cybage damages equivalent to Rupees One Lakh. On joining, you will be required to sign a service agreement to this effect.

5. Background verification:

This offer for employment is subject to the satisfactory completion of your background reference check, which includes verification of your past employment details based on the documents and information furnished by you at the time of joining Cybage and verification of all other documents submitted by you as a reference for your educational qualifications or any other credentials.

In case you are unable to furnish necessary documents and information for completing your background reference check or in case you furnish any misleading information or false documents, Cybage reserves the right to terminate your employment irrespective of anything to the contrary in the Company's Policies.

6. Travel and passport:

You should possess a valid passport during your employment with Cybage. In case you do not have a valid passport at the time of joining, you should get one issued within three months from the date of joining.

7. Confidentiality and return of materials:

You will be required to maintain organizational secrecy and confidentiality with respect to information and procedures followed in Cybage. You should not disclose any information/materials that are an intellectual property of Cybage, its associate companies, or clients.
Upon resignation or termination of your employment, you will return to Cybage all papers and documents which may at that time be in your possession. This includes all type of material related to the business of Cybage or any of its associates or branches and you will not retain any copies or extracts therefrom.

8. Non-competition:

During the term of your employment with Cybage, you will not engage in any other employment, occupation, consulting, or other business activity related to the business in which Cybage is now involved or becomes involved during the term of your employment. You will not engage in any other activity that conflicts with your obligations to Cybage during the term of your employment and for one year thereafter without the prior written consent of Cybage.

9. Leaves and holidays:

You will be entitled to 13 planned leaves and 8 unplanned (pro-rata) leaves in every calendar year. The planned leaves will be credited semi-annually at the rate of 6.5 leaves. Unplanned leaves will be credited as per Company policy. The list of national holidays is declared by the HR department at the beginning of each year. Based on your date of joining, your leaves will be prorated.

10. Appraisal:

Your performance shall be assessed at regular time intervals and you shall be eligible for salary revision based on your performance and your capability as well as company's performance. Your designation may change at the discretion of the Company.

11. Dress code:

Work dress code ranges from Formal to Business Casual to Casual. Cybage's objective in establishing a dress code is to allow our employees to work comfortably in the workplace, while projecting a professional image not only to our customers, potential employees, community, and visitors but also within the organization. Since all casual clothing is not suitable for office, the dress code is specified in the employee manual to help you determine what is appropriate to wear to work. You should adhere to the dress code published in the employee manual on intranet.

You are required to wear formals on your date of joining, which is:

- **For Gentlemen:** Formal full sleeve shirts and trousers with a tie and polished formal shoes.
- **For Ladies:** Western formals, salwar-kameez or formal saris with sandals.

12. Termination and resignation:

A. Termination: Cybage reserves the right to terminate the services of an employee:

a) With or without cause by providing one month's notice or one month's salary instead of the notice.

b) Without notice in the following cases:

i. If the employee is absent or on unauthorized leave without notice in writing or without sufficient reasons for seven days or more
ii. If the employee goes on a strike or supports a strike in contravention of any law for the time being in force or
iii. The employee causes damage to the physical or intellectual property of Cybage or any of its clients/associates.

B. Resignation: For resigning from Cybage, you are required to serve a notice period as per the policy of resignation and as applicable at the time of departure. In case of a shortfall of notice period, the relieving date shall be the prerogative of the company, and shall be within the notice period. Further, the company reserves the right to recover an amount equivalent to the consolidated salary for the number of days of shortfall.

13. Rules and regulations:

You will be subject to all rules and regulations of Cybage that are in force and shall abide by them until in employment with the organization. Cybage polices are available on its intranet, which is accessible to every Cybagian, and are updated from time to time. You are expected to be aware of the company's policies and abide by them.
Cybage reserves the right to modify any or all of the above terms and conditions that shall be binding on you, from time .o time.
You will be governed by the code of conduct, discipline, rules, and regulations as laid down by the Company. These can be modified and updated from time to time, and these will be deemed to form an integral part of this offer of employment.

14. Acceptance:

If the terms and conditions of this offer are acceptable to you, kindly return a duplicate of this letter of offer duly signed with your acceptance.

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ANNEXURE-3

JOINING TIME: DOCUMENT CHECKLIST

Originals and photocopies of the following documents need to be submitted on the day of joining. Non-submission of any of the documents will lead to deferment of joining formalities. Original documents will be returned after verification.

A. Educational documents:

1. 10th and 12th/Diploma mark sheets
2. Degree certificate and mark sheet (all semesters/years)
3. PG certificate and mark sheet (if applicable – for all semesters/years)
4. Any Certification mark sheet/certificate

B. Employment documents:

1. Relieving letter/resignation acceptance email/document from previous employer (Prior to Cybage)
2. Relieving and Experience letter from all past employers
3. Last 3 salary slips
4. Salary proof of fixed and variable components (appointment/increment letter)
5. Bank statement for last 3 months (if working on contract)

C. Personal documents:

1. Marriage certificate (if applicable)
2. 3 passport size photographs (with white background)
3. Passport
4. PAN (Permanent Account Number) Card
5. Aadhar Card

Before the date of joining, kindly forward the copy of your resignation letter and the acceptance of the same by your previous Employer HR to talent2join@cybage.com. You can also mail us on talent2join@cybage.com if you have any queries.

ACCEPTANCE OF OFFER

I have read the offer letter and the annexed polices. I hereby accept the offer on the aforesaid terms.

I solemnly affirm that I am not under any medication on account of any medical condition, which may adversely affect the performance of my duties in the event of my appointment pursuant to my acceptance of this offer.

I shall join duties with effect from the date mentioned hereinabove. In case of delays in joining, I shall inform the concerned authority one week in advance in writing.

Name: Signature:

Date: Place:

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SIEMENS

Industry

Tanmay Vijay Bhuskute

To,
Tanmay Vijay Bhuskute

Date: 9th June,2022

Sub: Job Offer

Dear Tanmay,

Based on our discussion, we are pleased to offer you a full time position with our organization. Your title will be that of **SE Associate**, located in **Pune** and you will report to Report to **Deepesh Jain.**

Your annual base salary would be ₹ **830220 /- PA.** In addition to your salary there will be company's contribution for Provident Fund and Gratuity. (Cost to Company will be ₹ **900000.2 /- PA)**

You will be eligible for the "Long Service Employee Benefit' Program of **SIEMENS** Industry Software (India) Pvt. Ltd applicable as per company policy.

You and your family will be covered under a Group Medical Hospitalization Insurance Scheme. The Sum Insured per family is INR 750,000/-.

You will also be provided 24-hour accident coverage as per the Group Personal Accident policy. You will be covered for the sum insured of 3 times of the annual base salary.

You will be eligible for relocation benefits as per the Asia Pacific "Employee Relocation benefits Policy", subject to approval from hiring manager.

Background Verification-Your appointment is conditional upon satisfactory reference and background checks(education, employment history and other details furnished by you in your application). It is also contingent upon your ability to work for the company without restriction (e.g. non-compete obligations or other restrictive clauses with any previous employer). In case any information given by you is found false or incorrect at any point in time of your employment, the appointment will be deemed avoid ab initio and liable for termination without any notice or salary in lieu of any notice.

Should you decide to accept Siemens Industry Software's offer of employment, please be advised that the Siemens Code of Business Conduct requires you to honor any agreements you have with your previous employers. Furthermore, by signing this Offer Letter you confirm that you will not bring to your employment with Siemens Industry Software any information considered confidential and/or trade secret information of another entity, including any prior employer, and that you will not use any such confidential and/or trade secret information of another entity for purposes of your employment with Siemens Industry Software. During your employment, subject to applicable local laws, Siemens Industry Software may take immediate disciplinary action (up to and including termination without notice or separation pay), if you are found to have violated the law or Siemens' policies, including those related to the use of confidential information or trade secrets as noted herein. In the event of any legal action taken or claim made by your previous employer(s) with respect to your employment with Siemens Industry Software, you alone (and not the Company) shall be liable and responsible for any costs or damages resulting from or related to the legal action or claim.

We would like you to join no later than, **4th July,2022.** The detailed appointment letter will be provided to you upon your joining.

COLLEGE OF ENGINEERING PUNE

SIEMENS

Industry

Tanmay Vijay Bhuskute

We look forward to your favorable written response and ask you to sign and return to me one original letter indicating your acceptance of the above terms and conditions of the Job offer, preferably, by **11th June,2022.**

We are confident that you will have a long and mutually rewarding career with us. We look forward to your joining us soon.

The breakup of your annual base salary is as follows:

Component	Breakup
Basic Salary	415110
Flexible Allowance	415110
Base Salary	**830220**
PF(Company's contribution)	49813.2
Gratuity	19967
Total CTC	**900000.2**

Note: For the first month the salary will be processed as per the Annexure I. Post that you can opt for Flexi- Pay.

For Siemens Industry Software (India) Pvt. Ltd.

Potekar Lalita
Digitally signed by Potekar Lalita
Date: 2022.06.13 10:47:28 +05'30'

Lalita Potekar
Human Resource Specialist

Subramaniam Sridhar
Digitally signed by Subramaniam Sridhar
DN: cn=Subramaniam Sridhar, o=Siemens, email=sridhar.subramaniam@siemens.com
Reason: I am approving this document
Date: 2022.06.13 19:03:10 +05'30'

Sridhar Subramaniam
Country Controller Senior

Declaration

I hereby accept the terms and conditions mentioned in this offer document.

Name:

Signature:

Date:



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/thoughtworks

Tanvi Sutar

Employee ID: 38736
Blood group: O+
Pronoun: She/Her



REDMI NOTE 9
AI QUAD CAMERA

PISSMS COLLEGE OF ENGINEERING PUNE

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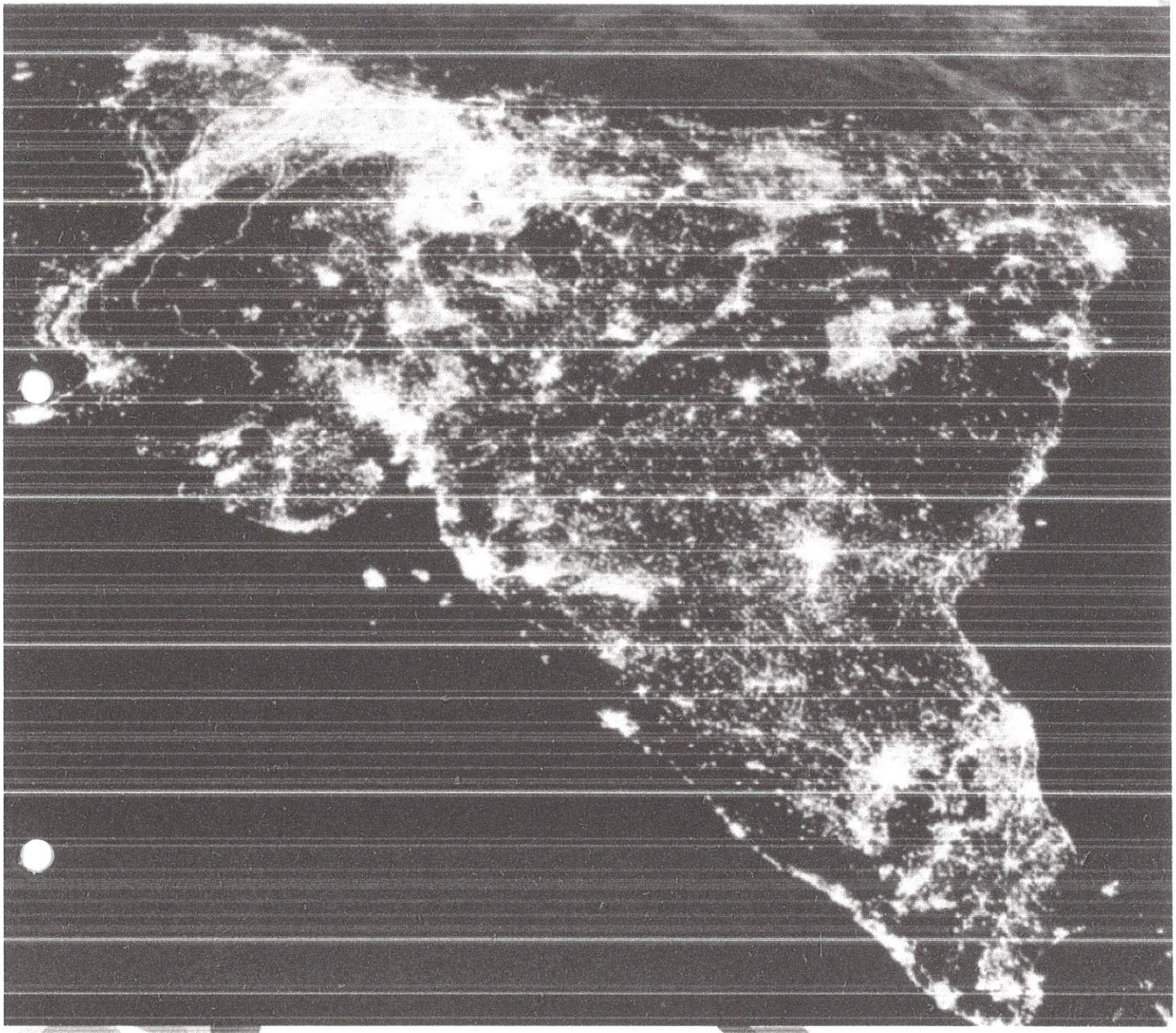
Jio DIGITAL LIFE



Welcome to Jio

A step towards building the future

AISSMS COLLEGE OF ENGINEERING PUNE

Dear Tejas Shah,

We are delighted to welcome you to the Jio Family.

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

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

After accepting the offer:

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

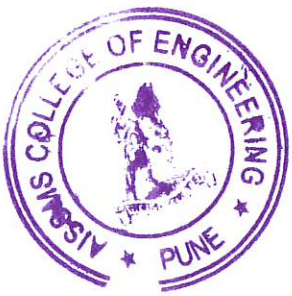
Please complete the above in a timely manner to ensure a smooth and seamless joining experience. For any queries, please feel free to reach out to Shubhangi Shirasat at SHUBHANGI.SHIRASAT@RIL.COM.

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

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

Wish you good luck and a successful career at Jio!

With love, from Jio



Jio Values

The blueprint of our success

Dear Tejas Shah,

Here at Jio, everything we do is defined by our values. As a new addition to our family, we would like you to familiarize yourself with them before you join us.

Our values:

OWNERSHIP MINDSET — We will conduct ourselves to ensure highest standards of corporate citizenship

CUSTOMER VALUE — Everything that we do must delight our customer

ONE TEAM — We collaborate seamlessly, seeking and offering help as "One Team, One Vision"

RESPECT — We will express ourselves honestly but without disrespecting the sentiments of others

INTEGRITY — We follow the highest ethical standards to earn the trust of others

EXCELLENCE — We will not create, express or pass on anything that is mediocre

With love, from Jio

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Jio Benefits
Making Life Beautiful

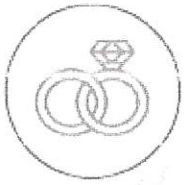
Dear Tejas Shah,

As a member of Jio Family, you enjoy certain benefits that have been designed to make your life at Jio beautiful and comfortable.

The Benefits include:



Company paid connection to support your digital life at Jio



Special Leaves and financial support to make your wedding memorable



Leaves for maternity, paternity and child adoption



Stay healthy and safe with periodic medical checkup and Health insurance

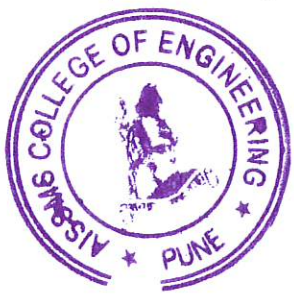


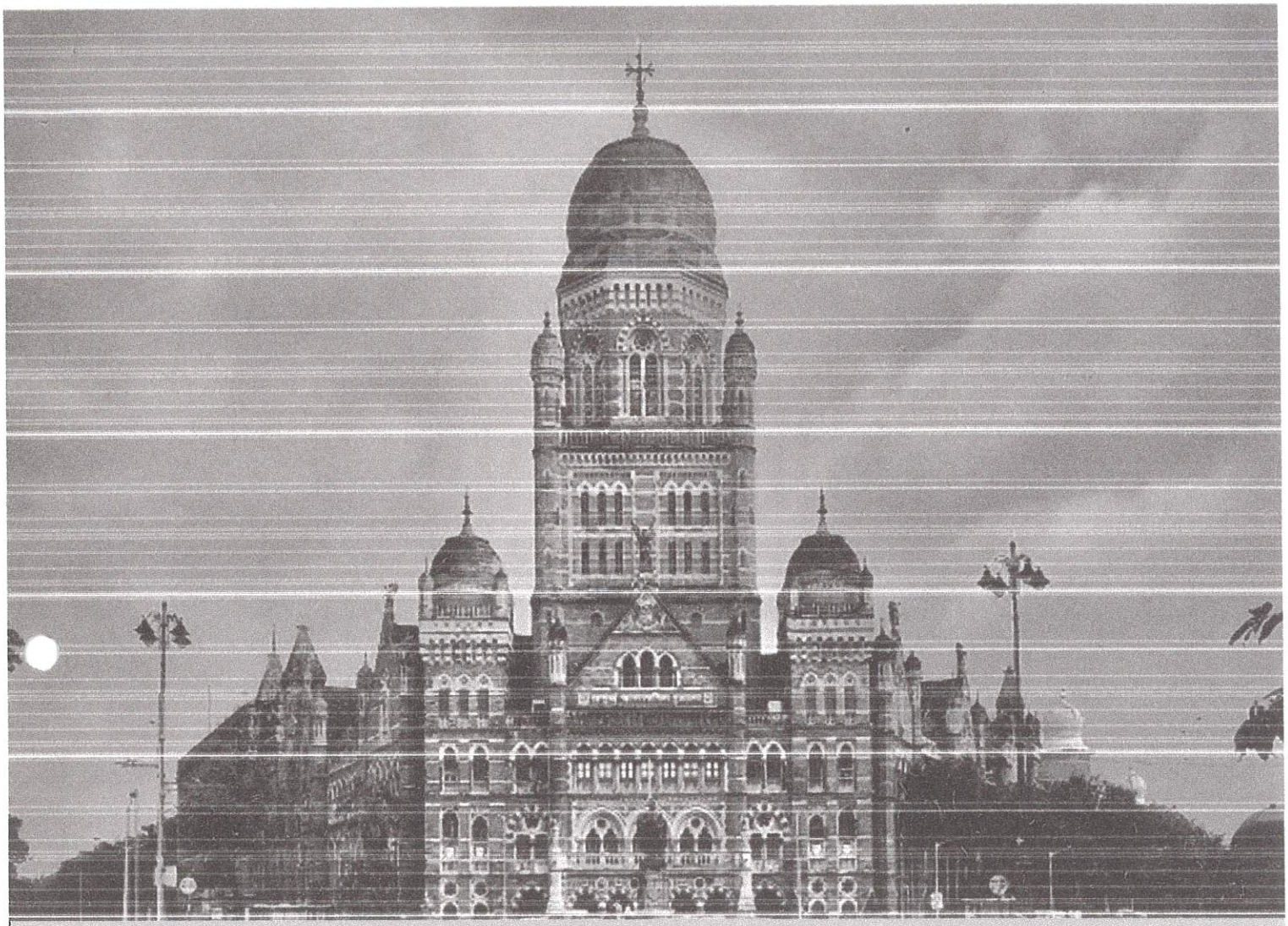
Paid time off for you to recharge yourself

And much more....

These benefits are subject to revision as per company policy. You may visit the Employee Self Service (ESS) portal after joining for further details on individual benefit.

With love, from Jio





OFFER CUM APPOINTMENT LETTER

Tejas Shah
30 ADIKRUPA HIND CO OP HOUSING SOCIETY E WORD RUIKAR COLONY,
Gur Market Yard , Kolhapur,
Kolhapur, Maharashtra - 416005

6031/69819704/15728764/080722/1257
Date : 8 July 2022

AISSMS COLLEGE OF ENGINEERING ★ PUNE ★

Tejas Shah

Date: 8 Jul 2022

6031/69819704/15728764/080722/1257

Dear **Tejas Shah,**

This is with reference to your application and subsequent test / interview you had with us, we are pleased to offer you employment in the **Manager Family** as **Assistant Manager** in the Job Role **Graduate Engineer Trainee** on the following terms and conditions:

01. PLACE OF POSTING

Your initial posting will be at **Mumbai RCP**.

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

You will join us as soon as possible but not later than **15 July 2022.**

02. COMPENSATION

Cost to Company: ₹ 7,00,001/- (₹ SEVEN LAKH ONE only) per annum.
CTC is the indicative cost to the company that includes following three major components:

A. Fixed Pay: ₹ 5,73,662/- (₹ FIVE LAKH SEVENTY THREE THOUSAND SIX HUNDRED SIXTY TWO only) per annum.
This includes Basic Salary and other allowances, benefits, perquisites etc as per the compensation policy of the company.

B. Retirals : ₹ 35,035/- (₹ THIRTY FIVE THOUSAND THIRTY FIVE only) per annum
This includes Provident Fund, Gratuity/Ex-gratia and Bonus as per applicable rules.

C. Performance Linked Incentive (PLI): ₹ 91,304/- (₹ NINETY ONE THOUSAND THREE HUNDRED FOUR only) per annum
(This is the maximum payout at Performance Level Significantly Exceeds Expectations).
PLI is a performance linked incentive and is the variable component of the compensation. This will be determined on the basis of your individual performance, your business unit performance, and overall Reliance performance as determined by the Central Apex Committee. PLI is payable subject to the employee being on the rolls of the company and not serving notice period on the date of disbursement, notwithstanding any delay on the announcement of such disbursement. If any other functionally relevant plan (Such as 'Sale Incentive Plan') is made applicable, the framework of such plan will be applicable instead of PLI.

In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company. **The available CTC components along with limits have been detailed in Annexure 1B.** Please note that the components within each category of payments are discretionary and the Company has the right to change these components any time without notice.
Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

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Tejas Shah

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03. PROVIDENT FUND SCHEME:

You will become a member of the Provident Fund Scheme, as per the rules in force from time to time. The Company's contribution (including contribution to Central Government Pension Scheme) under this scheme is 12% of your Basic Salary plus personal special allowance (if applicable) with a matching compulsory contribution from you. You will be required to submit necessary enrolment/transfer forms to the HR Department immediately upon joining.

Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

Please review, acknowledge and accept the offer cum appointment letter with annexures including **"Terms & Conditions of Employment"** at Annexure II. These employment terms will be effective from the date of your joining the company and sets forth the terms and conditions under which Company would employ you and your acceptance of the offer of employment would be on these terms and conditions of employment.

This offer cum appointment letter shall automatically stand withdrawn, in case we do not receive your acknowledgement and acceptance within **ten days** from issue of this letter.

Your joining is subject to your timely accepting the offer cum appointment letter, verification of your pre-boarding documents as per Annexure II and you being declared medically fit by authorized Medical Officer.
We look forward to your joining our team for a long, successful and pleasant association.

Sincerely yours,

For Jio Platforms Limited.

AUTHORISED SIGNATORY

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.
I shall report for duty on _____

SIGNATURE: _____ **DATE:** _____

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Tejas Shah

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ANNEXURE 1-A- Compensation Break-up			
Name : Tejas Shah			
Components		Amount in ₹	
		Monthly	Annually
A. Fixed Pay			
1.	Basic Salary	17,368	2,08,418
2.	Personal Special Allowance	0	0
3.	Residual Choice Pay	18,824	2,25,884
4.	Medical Insurance Premium (For self spouse 3 dependent children and dependent parents)	2,794	33,528
5.	Group Personal Accident Insurance Premium	57	679
6.	Group Term Life Insurance Premium	79	944
7.	House Rent Allowance	8,684	1,04,209
	Total - Fixed Pay [A]	**47,806**	**5,73,662**
B. Retirals and Bonus			
1.	PF - Employer's Contribution (12% of [Basic Salary + PSA])	2,084	25,010
2.	Gratuity / Ex-gratia (4.81% of Basic Salary)	835	10,025
3.	Bonus (As per Act)	0	0
	Total - Retirals and Bonus [B]	**2,919**	**35,035**
C. Performance Linked Incentive (PLI)		**7,609**	**91,304**
Total CTC [Fixed Pay + Retirals and Bonus + PLI]		**58,334**	**7,00,001**

1. The income tax calculation is provisional and is based on the current Income Tax Rules. Any change in the Rules will impact the Income Tax projections.
2. The insurance premium and coverage amount are subject to revision based on the company policy.
3. For computing Provident Fund Contribution, Basic Salary and other statutorily applicable allowances will be considered. Therefore, the actual provident fund contribution may vary from the illustration in Annexure 1-A.
4. Employees covered under ESIC will not be covered under GHI, GPA and GTLI.
5. PLI is computed based on a combination of individual performance, business / functional performance of the area the employee is assigned to and (or) working for, and company performance. If any other functionally relevant plan (Such as 'Sale Incentive Plan') is made applicable, the framework of such plan will be applicable instead of PLI.

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Annexure I-B Components of Compensation

The Company follows a Cost to the Company (CTC) structure that reflects the total cost of an employee to the organization and includes all direct & indirect payments including benefits, perquisites and subsidies. It is so designed to provide you flexibility to structure your compensation package. However, the components within each category of payments are discretionary and the company has right to change these components any time without notice.

The main components under Cost to Company Structure are:

A. Fixed Pay

A1. Basic Salary :

This is the base pay component of the fixed pay and is the reference salary for Provident Fund and Gratuity/Ex-gratia contribution. (Please refer **Point B Retirals** below.)

A2. Personal Special Allowance :

Personal special allowance is a fixed pay component and is part of the reference salary for provident fund contribution

A3. Residual Choice Pay (RCP) :

Residual Choice Pay is a fully taxable component. After joining, you may choose to distribute residual choice pay among various choice pay components as per your needs. Amount chosen under choice pay components will be reduced from residual choice pay.

You must choose the amount to be claimed under each choice pay component at the beginning of the financial year or within 7 days of joining the Company. Residual Choice Pay components like Fuel & Maintenance, and LTA are reimbursed based on the actual bills/supporting documents submitted. All bills / supporting documents must be provided by 15 January for the financial year. In case the actual bills fall short of the amount chosen, balance amount will be paid as taxable allowance.

The choice pay components offered by the company are mentioned below. These can change at any time in line with government regulations and company policy. Please visit policy section on Employee Self Services (ESS) portal for more details.

1. Conveyance Allowance
2. Children's Education Allowance
3. Children's Hostel Allowance
4. Leave Travel Assistance
5. Company Leased Vehicle
6. Fuel & Vehicle Maintenance Reimbursements
7. Sodexo / Accor Food Card
8. Gift Coupons

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Tejas Shah

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A4. Group Hospitalization Insurance (GHI)

GHI provides risk coverage to you and your family members (spouse, dependent children and parents) in event of hospitalization. The coverage and mandatory debits in respect of the same are as follows:

#	Parameter	Description
1	Definition of Family	Self, Spouse, First 3 dependent children up to age of 25 years, 2 dependent parents
2	Floater Coverage (In Lacs)	₹ 5 Lacs
Insurance for family		
1	Family Insurance premium per annum	₹ 33,528
2	Self (insurance premium ₹ per annum)	Included in Family
3	Spouse (insurance premium ₹ per annum)	Included in Family
4	Children (First 3 up to the age of 25 years) (Insurance premium ₹ per child per annum)	Included in Family
5	Insurance Top up Type	Optional
6	Top-up coverage for family (In Lacs)	₹ 5 Lacs
7	Top-up Premium for family (₹ per annum)	₹ 13,841
Insurance for Dependent Parents		
1	Floater Coverage (In ₹ Lacs)	Included in Family
2	Insurance Premium for both parents (₹ per annum)	Included in Family
3	Top–up Coverage (in Lacs)	included in Family
4	Top-up Premium for both parents (₹ per annum)	Included in Family
Eligibility		
1	Hospital Room	Up to Non-deluxe AC Single Room
Additional Benefits		
Not Applicable		

You need to visit Employee Self Service (ESS) portal post joining to declare your dependents for coverage under Group Hospitalization Insurance.

The insurance premium and coverage amount are subject to revision as per Company Policy.

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A5. Group Personal Accident Insurance

Group Personal Accident Insurance Benefit provides you risk coverage in case of any accidents occurring while working or outside of work resulting in partial or total disablement or casualty. Please visit Employee Self Service (ESS) portal post joining to add your nominees for GPAI. The insurance premium and coverage amount are subject to revision as per Company Policy.

A6. Group Term Life Insurance (GTLI)

GTLI provides coverage to your family members in the unfortunate event of death due to either accidents or natural causes. Total sum assured shall be payable to your nominee. However, nothing is payable on survival. You need to visit Employee Self Service (ESS) portal post joining to add your nominees for GTLI. The Insurance premium and coverage amount is subject to revision as per company policy.

A7. House Rent Allowance (HRA)

House Rent Allowance is paid in order to meet the expenses incurred on account of rented accomodation. HRA is 50% of your basic salary.

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B. Retirals

B1. Provident Fund
Employer contribution to the Provident Fund @ 12% of Basic Salary plus personal special allowance (if applicable).

The Company deducts 12% of your Basic Salary plus personal special allowance (if applicable) and makes an equal contribution, as per PF rules applicable currently. Both are remitted on a monthly basis to the company's PF Trust / RPFC. A part of the company's PF contribution is deposited to your PF Pension Fund / RPFC, to provide you with pension on retirement or after completing a specified period of service.

B2. Gratuity/Ex-gratia
Employer contribution to the Company's Gratuity Fund @ 4.81% of Basic Salary.

1. All Employees who have completed 5 years of continuous service with the Company are eligible to get gratuity on separation from the company. However, eligibility for contribution to the Gratuity Trust / Fund commences from the first day of employment.
2. In the event of separation before 5 years of continuous service, ex-gratia will be paid to the tune of gratuity accumulated and will be subject to prevailing Income Tax Rules, except in case of separation arising out of disciplinary grounds.
3. In the case of death, the minimum service requirement does not apply.
4. Gratuity is calculated as Last Drawn Basic Salary / 26 days x 15 days x number of completed years of service.
5. For calculating Gratuity, periods of service of 6 months or more will be considered as equivalent to one year and less than 6 months will not be counted.
6. Income Tax on Gratuity will be applicable as per Income Tax Rules.

B3. Bonus
Bonus is payable as per Bonus Act.

C. Performance Linked Incentive (PLI):

PLI is computed based on a combination of individual performance, business / functional performance of the area the employee is assigned to and (or) working for, and company performance.If any other functionally relevant plan (Such as 'Sale Incentive Plan') is made applicable, the framework of such plan will be applicable instead of PLI.

PLI / functional incentive will be payable provided the employee is on the rolls of the Company & not serving notice period, on the date of disbursement, notwithstanding any delay on the announcement of such disbursement. PLI / functional incentive will be subject to tax.

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Note: All tax exemptions, where applicable, will be as per the prevailing tax rules and laws

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Annexure - II - TERMS AND CONDITIONS OF EMPLOYMENT

1. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

a. **Medical Fitness:** You being declared medically fit by a Medical Officer or by a Doctor specified by the Company and remaining medically fit.

b. **Verification of Particulars:** In case particulars mentioned in your application and the representations and warranties provided by you are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

2. TRANSFER:

Your employment is transferable to any other place/ establishment/ department/ division/ unit/ branch/ subsidiary/ affiliate of our client/ associate. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.

3. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits to be paid to you are in consideration of the terms, covenants, and conditions stated herein, and you represent and warrant to the company that;

a. You are under no contractual or other restriction or obligation which is inconsistent with the conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder;

b. You are under no physical or mental disability that would hinder the performance of your duties contained herein;

c. You shall not raise any issue of the reasonableness of the terms, covenants, and/or conditions in any proceeding to enforce these terms, covenants and/or conditions;

d. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, inconsistent herewith

e. You hereby agree and undertake to indemnify the Company, its affiliates and the directors, officers and employees of each of the foregoing and to hold them harmless from and against any and all third party claims they face, which give rise to any liabilities, damages, claims, costs and expenses (including legal expenses), due to any act, omission, violation or breach of any of your representations, warranties, and covenants;

f. The Company shall indemnify and defend you to the fullest extent permitted by the law of the State of Company's incorporation and the By-Laws of the Company with respect to any claims that may be brought against you arising out of any action taken or not taken in your capacity as an officer or director of the Company; provided, that, the Company shall not indemnify and defend you with respect to any claims brought against you relating to intentional or willful acts, or to other acts as to which indemnification is not allowable under applicable law.

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g. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and

h. The terms, covenants, and conditions set forth herein are essential for the Company's protection; and the Company has relied on these representations, warranties, and agreements by you.

4. DUTIES AND RESPONSIBILITIES:

a. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability. You agree that you will devote all of your working time, care and attention and best efforts to such duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules and regulations and directions of the Company and its clients.

You are required to engage yourself exclusively in the work assigned by the company and its client and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest and the interest of the company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.

b. **Non Solicitation:** You will not, during the course of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by the client or any of its associated companies or directly or indirectly induce any such employee to leave his or her employment.

This covenant shall survive the termination of your employment with the Company; and prohibits you from directly or indirectly inducing an employee with whom you have worked with or been in association with during your employment with the company.

c. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.

d. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial share or other beneficial interest in any business enterprise which is engaged in, or in competition with, any business engaged in by the Company or its clients. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business whose securities are traded on any national stock exchanges or in the over-the-counter market.

COLLEGE OF ENGINEERING PUNE

e. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the client, specified from time to time. However, you may be required to work additional hours, as may be required from time to time, to carry out your duties and responsibilities effectively.

You may be required to work on any day of the year, including festival holidays, in the establishment. You will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

You shall be entitled to leave and other benefits as per the rules and regulations of the organization.

f. **Non-disclosure:** You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which you may know by virtue of your being the employee of the Company.

g. **Confidentiality:** You shall keep confidential all the information and material provided to you by the Company or by its clients concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company and its clients. Your obligation to keep such information confidential shall remain even on termination of this employment.

You shall not at any time, either during your employment or thereafter, except with prior written consent from the company, use for yourself or divulge or disclose, either directly or indirectly, to any person, firm or body corporate, any know-how, drawings or any trade secrets or your user ID and password for various IT applications provided to you or any confidential information as to method or process in connection with any activity of the company or any financial matter of the company which you may acquire during the course of your employment, concerning the business, activity, affairs or property of the company or its client or subsidiary companies, nor will you keep in your possession or pass on to others without proper written consent of the Management, any documents belonging to the company. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the missing of your credentials.

You are also expected to keep your salary package strictly confidential and not to share any information regarding the salary to anyone except your very close family members.

h. **Proprietary Rights:** You will disclose to us forthwith any discovery, invention, process or improvement made or discovered by you while in our service, and such discovery, invention, process or improvement shall belong absolutely to and be the sole and absolute property of the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Letter's Patent, Licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning,

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transferring or otherwise vesting the same and all benefits arising in respect thereof in favor of the Company or in favor of such other person or persons, firms or companies, as the company may direct as the sole beneficiary thereof.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

i. **Safe-keeping of Company's property:** You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.

j. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company. Also, you shall return to the Company, without condition, all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.

k. **Authorizations for activities:** You will not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company or those in authority over you.

You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

l. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its Group companies or any other employee or business associate of the Company or the Group Company in any public or non-public communication with any customer, client or member of the investment community or media or in any communication.

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Registered Address : 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad 380006, Gujarat, India

m. **Confidential nature of terms of employment:** You agree that, except as may be required by applicable law you shall not disclose the terms of employment to any person other than your close family members.

n. **Model Release :** You hereby consent and authorize the Company and its successors, assigns, nominees, designees or those for whom they are acting, the right to copyright, and/or use, and/or publish photographic portraits or pictures of the employee, or in which the employee may be included in whole or in part, or composite, in conjunction with my own or any other picture, name or reproductions thereof in color or otherwise make through any media at its offices or elsewhere, for art, advertising, business or trade or any other lawful purpose whatsoever. With respect to the foregoing, no promises have been made to employee to secure his / her consent / authorization to this release. You hereby waive any right that you may have to inspect and approve the finished product or the advertising copy that may be used in connection therewith, or the use to which it may be applied. You hereby release, discharge, the Company and its nominees, designees, successors and assigns, or other form whom it is acting, from liability by virtue of any such portraits or pictures, or in any processing tending towards the completion of the finished product.

o. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company. You and the Company agree that the restrictions and remedies contained hereinabove are reasonable and that it is your intention and the intention of the Company that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

It shall be your responsibility to initiate legal process and / or lodge complaints in respect of offenses committed against the Company or the Company property or the affairs of the Company, as may be necessary, by virtue of the responsibilities attached to the office or role occupied by you in the course of the employment with the company.

5. TERMINATION OF EMPLOYMENT:

a. **Employment AT-WILL:** You and the Company acknowledge that the employment is and shall continue to be AT-WILL. This means, that you have the right to terminate your employment at any time and for any reason. Likewise, the Company may terminate your employment with or without cause at any time and for any reason. Accordingly, this letter is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.

b. **Performance:** Your appointment and subsequent continuation of employment with the Company is strictly based on your delivering consistently on the agreed performance parameters and business targets.

c. **Superannuation:** You will automatically retire from the service of the company on attaining the age of 58 years.

COLLEGE OF ENGINEERING PUNE

d. **Absenteeism:** If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you:

i. Return to work within 8 days from the commencement of such absence, and
ii. Give an explanation to the satisfaction of the Management regarding such absence

e. **Medical Fitness:** The Management has the right to get you medically examined by any certified medical practitioner during the period of your service. In case you are found medically unfit to continue with the job, you may be terminated from employment.

f. **Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving 60 Days notice in writing or payment of pro rata 60 Days Basic Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving 60 Days notice in writing or by payment of pro rata 60 Days Basic Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of 60 Days, without any pay in lieu of the notice period.

g. **Termination for Misconduct:** Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, and commission of an act involving moral turpitude, any action of indiscipline or inefficiency. You may be placed under suspension pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.

h. **Harassment:** The Establishment considers harassment and discrimination of any nature to be an unacceptable form of Behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.

i. **Non-compete:** In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or other wise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business of our client or any of its Group Companies.

j. **Recovery of Payments:** In the event of separation (excluding death), you shall be required to refund to the Company, a part of Relocation Expenses amount reimbursed; in case you leave the company within 1 year from the date of disbursement of amount, you shall refund the entire relocation expenses reimbursed to you.

6. **GENERAL:**

a. **Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on stipulated terms and conditions. You will diligently and beneficially take part in the training and such assignments in accordance with company policies and directives. The cost of any such training shall be

COLLEGE OF ENGINEERING PUNE

Jio Platforms Limited, CIN: U74900GJ2019PLC110816
Registered Address : 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad 380006, Gujarat, India

borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.

b. **Rules Regulations and Policy on Ethics**: You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time. You must observe the policies that the Company and our client publish from time to time. These include a requirement that you maintain the highest standards of conduct and act with the highest ethical principles. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

c. **Media Interaction:** You will not interact with the media - electronic, print or otherwise in

i. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the company unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.

ii. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Management. These will need to be combined with cautionary statements, wherever required.

iii. You shall also not disclose non-public information selectively to any particular group as it may lead to unfair advantage / discrimination.

iv. For any outside publication of books, articles or manuscripts which relate specifically to the Company or its client's business, policies and processes, you should take the approval of the Management prior to its release.

v. Any violation of the company's media policy, tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

d. **Dispute Jurisdiction:** It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Navi Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Navi Mumbai.

e. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

L.D. COLLEGE OF ENGINEERING

Jio Platforms Limited: CIN U72900GJ2019PLC110816
Registered Address : 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad 380006, Gujarat, India

Annexure - II

f. Age: Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.

g. Change of address: You will intimate in writing to the Management any change of address within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

h. Passport: It is desirable that you have a valid passport at all times and ensure that the same is renewed from time to time.

i. Suspension: You may be placed under suspension, without salary, pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.

j. Travel: You shall make your own transport arrangements to and fro from the place of work.

k. Documentation: Please submit the following documents, if not submitted earlier:

i. Certificates in support of your educational professional qualifications, experience, date of birth and other testimonials in original together with copies thereof.
ii. Three copies of your recent passport size photographs with blue background.
iii. Relieving letter & salary certificate from your last employer in case you are/were employed.
iv. Copy of Aadhar Card / Passport / Voter ID / License / any other document for photo identity and PAN card.
v. Copy of any Government Bill / Telephone Bill / Electricity Bill / Gas Bill / Bank Account Statement / Ration Card / Aadhar Card / Passport/ any other document as proof of your residence.

In case of one / more clauses of this letter of employment becomes untenable, the same shall not render the letter of employment null and void in its entirety.

The various clauses of this letter are to be read, understood, and interpreted in its entirety, and none of the clauses are severable from the remaining.

I confirm that this contract is in accordance with our mutual understanding and unconditionally and irrevocably accept the above terms and conditions.

Employee Name: Tejas Shah

Signature

Date:

Jio Platforms Limited; CIN: U93090GJ2019PLC110816
Registered Address : 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad 380006, Gujarat, India

CREDIT SUISSE

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CREDIT SUISSE SERVICES AG
(Corporation incorporated in Switzerland with limited liability)
1st to 7th Floor, Tower A, Phone +91 20 6713 3001/2
(Eon Free Zone Phase - 2) www.credit-suisse.com
EON Kharadi Infrastructure Pvt. Ltd. - SEZ,
S. No. 72, Hissa No. 2/1,
Kharadi, Pune, Maharashtra - 411 014, India

PRIVATE & CONFIDENTIAL

22 June, 2022

Ms. Unnati Manik Chandekar
G 403 Roystonea,
Magarpatta City, Hadapsar
Pune 411028

Dear Unnati,

We are pleased to offer you employment as a member of the staff of Credit Suisse Services AG, Pune Branch (The "Company") on the terms and conditions set out below.

In the course of your employment with the Company, you will be required to perform services for the Company and, subject to applicable laws and regulations, other entities comprising the Credit Suisse Group. In this contract of employment, "Credit Suisse Group" and "CS" mean Credit Suisse Group AG and / or its affiliates.

Your employment with the Company will be subject to a probationary period of three months. If at any time during the probationary period your performance is not deemed satisfactory, the Company may terminate your employment, as set out in "Termination" section below.

Location:

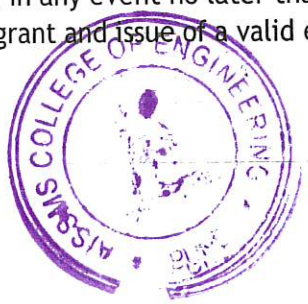
Your principal place of work will be in the Company's offices in Pune. Although you may be required to travel outside of Pune from time to time to carry out your duties, you must not work on a regular basis from any other location outside of Pune without the written approval of the Company.

Position:

Exempt Non Officer, Chief Technology & Operations Officer

Commencement Date:

Your employment will commence on a date following the satisfactory completion of the background and other checks referred to herein which is to be agreed between you and the Company (the "Commencement Date") and in any event no later than 8 August, 2022. Your Commencement Date is also subject to the grant and issue of a valid employment visa, where applicable.



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FIS

25th January 2022

Vaibhav Ramdas Dubewar
Pune

E-mail ID – vaibhavdubewar28800@gmail.com

Offer Letter

Dear **Vaibhav Ramdas Dubewar,**

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1.	Designation	:	**IT Trainee / InP - IT Trainee**
2.	Company:	:	FIS Solutions (India) Private Limited
3.	Place of Posting	:	Upper Ground Floor to 7th Floor, Westend Center One, Survey No. 169/1, Sector II, Aundh, Pune 411007, INDIA
4.	Date of Joining	:	**14th February 2022**
5.	Compensation & Benefits	:	Annual Base Pay : Rs. **765,000 /-** Performance Pay : Rs. **57,375 /-** Total Compensation (TC) : Rs. **822,375 /-**

Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.
11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

AISSMS COLLEGE OF ENGINEERING PUNE

12. **Hours of work** : Your normal working hours shall be 9 hours per day and 45 hours per week, including applicable intervals for rest. The Company also reserves the right to vary your hours of work and days of attendance, either on a permanent or temporary basis, dependent on business requirements. In the event of this you will be provided with reasonable notice.

    The company follows a flexible working time system, which will enable You to choose your arrival and/or departure time from a range of available hours, subject to approval from your Reporting Manager. Further, You may be required to work in shifts or in a different weekly work schedule due to business reasons. You will be communicated about such differential schedule and work timings by your Reporting Manager.

    You will be required to devote the whole of your time, attention and skill to the business and affairs of the Company both during normal business hours and during such additional hours, as permitted by Law as are necessary for the proper performance of your duties or as the Company may reasonably require from time to time.

Sharing of this information will result in withdrawal of your letter of offer

A detailed Appointment Letter will be issued to you soon after you have joined the Company.

The Annexure II needs to be accepted and signed along with this offer letter.

We look forward to having you on board with Team FIS.

Yours sincerely

Amol Gupta
People Leader – India & Philippines

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ANNEXURE
Compensation and Benefits

Name: **Vaibhav Ramdas Dubewar** **w.e.f.** **14-Feb-22**

FIXED PAY

Particulars	Amount (PM)	Amount (PA)
Basic Salary	31,880	382,560
House Rent Allowance	15,940	191,280
Flexi Benefit Plan^	12,104	145,248
Employer's contribution to Provident Fund	3,826	45,912
BASE PAY (FIXED PAY)	**63,750**	**765,000**
Performance Bonus*		57,375
TOTAL COMPENSATION (TC)		**822,375**

ANNUAL BENEFITS

Benefit Particulars	Amount (PA)
Gratuity (As per payment of Gratuity Act)	18,402
Premium paid by the employer for Group Health Medical Insurance**	24,145
COST TO COMPANY (CTC)	**864,922**

* Your Performance Bonus represents the target amount (at 100% payout). Actual payouts can vary depending on performance and subject to the terms and conditions of the Incentive plan policy. Plan details are at the sole discretion of the company and subject to change.

Taxes and other statutory deductions/payments as per applicable law.

** To know your eligibilities for Group Health Medical Insurance, please refer to the policy

**You will also be covered as part of Group Term Life Insurance & Group Personal Accident policy. To know your eligibility please refer to the respective policy.

^ Please refer to FBP Policy for details

Your compensation can be restructured at any time protecting Total Compensation (TC)

All salary components are governed by the company policies and statutory guidelines

This salary sheet is strictly confidential and must not be discussed with anyone other than your Reporting Manager

AISSMS COLLEGE OF ENGINEERING PUNE

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT 2000

I **Vaibhav Ramdas Dubewar,** confirm that I am voluntarily sharing my Personal Information with **FIS Solutions (India) Private Limited** for the following purposes:

a) Validating my Curriculum Vitae and retaining records on the same for any future reference/verification

b) Processing my job application including background verification checks and medical checks

c) Employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with **FIS Solutions (India) Private Limited**.

In this context, I also agree to the retention of such Personal Information by **FIS Solutions (India) Private Limited** for any future reference/verification and authorize **FIS Solutions (India) Private Limited** to transfer the same to a third party.

I understand that 'Personal Information' means any information, relating to me that is available with **FIS Solutions (India) Private Limited** and is capable of identifying me.

Name: **Vaibhav Ramdas Dubewar**

Signature: _____

Date:

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CYBAGE
Delivering Value Scientifically

Date: **February 14, 2022**

Letter of Offer

Dear **Vaibhav Varma,**

Further to your interview, we are pleased to offer you the position of **Trainee - Software Engineer** with our organization.

On joining the company, you will be on training for a minimum period of 3 months. The monthly stipend during your training period will be **Rs. 20,000/-** (including Provident Fund & deductions will be as applicable).

Subject to successful completion of the training, your employment will be confirmed as **Software Engineer.**

Please refer to the attached Annexure-1 for your salary structure and an explanation of its components.

Upon joining, you will be subject to the employee policies and practices of the Company. A summary of the present policies is included as Annexure-2 to this letter of offer for your reference. Also refer Annexure-3 for the list of documents to be submitted.

The date of joining and location will be informed to you by June, 2022.

Cybage may defer and/or cancel this offer at any time before or after your joining in case any information furnished by you is found incorrect or misleading.

We look forward to your joining Cybage at the earliest and wish you a successful career with us.

Thanking you,

Sincerely,
For Cybage Software Pvt. Ltd.

Tina Rastogi
Vice President - Human Capital Management

AISSMS COLLEGE OF ENGINEERING PUNE

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OFFER LETTER

June 23, 2022

Vasuki Rohilla

B-404, GANESHAM PHASE 1, PIMPLE SAUDAGAR, NEAR GOVIND GARDEN, NASHIK PHATA ROAD, PCMC, PUNE, 411027, MAHARASHTRA

Dear Vasuki,

Further to the personal interview held on June 22, 2022, Thoughtworks Technologies (India) Private Limited ("the Company") is pleased to make an offer of employment to you as **Consultant - Graduate - Developer** starting September 7, 2022. You will be posted in our Pune office. 6th Floor, Binarius Building, Deepak Complex, National Games Road, Shastrinagar, Yerawada, Pune, Maharashtra 411006, India

You will be entitled to an aggregate annual compensation of ***INR 900,000.00*** **("Gross Salary")** with Other Allowance/benefits with effect from the Start Date. The components of the Gross Salary will be as detailed in **Schedule 1**, attached hereto.

You shall, on the Start Date, be required to sign the employment agreement, (setting out in detail the terms and conditions of your employment) and the confidentiality agreement.

Please note that this offer is subject to satisfactory references being obtained from your current and past employer and completion of other joining formalities including the signing of the employment agreement and confidentiality agreement. Also, your employment with the Company shall be subject to the successful completion of a Background Verification Process.

Your posting location will be Thoughtworks Office at Pune office. 6th Floor, Binarius Building, Deepak Complex, National Games Road, Shastrinagar, Yerawada, Pune, Maharashtra 411006, India India. Based on the business requirement, applicable policies and/or on mutual agreement, you may be permitted to work from a different location also. You may be required to travel to a client location, if there is a project requirement and you are eligible for per diem and other travel costs reimbursements as per the applicable travel policy.

The offer is held open for one (1) week from the date of this letter and shall expire thereafter unless your acceptance is received by the Company before 4.30 pm on July 14, 2022, please indicate your acceptance of the terms and conditions contained in this offer letter by signing this offer letter and returning it to the Company.

AISSMS COLLEGE OF ENGINEERING PUNE

Thoughtworks Technologies (India) Pvt Ltd., ACR Mansion G + 3 floors, 147/F, 8th Main
3rd Block, Koramangala, Bangalore-560034, India
+91 80 4064 9570/71/72/73 / +91 80 4323 3700 / contact-in@thoughtworks.com / thoughtworks.com

28th January 2022

Vedant Kishor Yadav
Pune

E-mail ID – vedant.y208@gmail.com

Offer Letter

Dear **Vedant Kishor Yadav**,

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1.	Designation	:	**IT Trainee / InP - IT Trainee**	
2.	Company:	:	FIS Solutions (India) Private Limited	
3.	Place of Posting	:	Upper Ground Floor to 7th Floor, Westend Center One, Survey No. 169/1, Sector II, Aundh, Pune 411007, INDIA	
4.	Date of Joining	:	**14th February 2022**	
5.	Compensation & Benefits	:	Annual Base Pay : Rs.	**765,000 /-**
			Performance Pay : Rs.	**57,375 /-**
			Total Compensation (TC) : Rs.	**822,375 /-**

Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.
11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

AISSMS COLLEGE OF ENGINEERING PUNE

12. **Hours of work** : Your normal working hours shall be 9 hours per day and 45 hours per week, including applicable intervals for rest. The Company also reserves the right to vary your hours of work and days of attendance, either on a permanent or temporary basis, dependent on business requirements. In the event of this you will be provided with reasonable notice.

    The company follows a flexible working time system, which will enable You to choose your arrival and/or departure time from a range of available hours, subject to approval from your Reporting Manager. Further, You may be required to work in shifts or in a different weekly work schedule due to business reasons. You will be communicated about such differential schedule and work timings by your Reporting Manager.

    You will be required to devote the whole of your time, attention and skill to the business and affairs of the Company both during normal business hours and during such additional hours, as permitted by Law as are necessary for the proper performance of your duties or as the Company may reasonably require from time to time.

Sharing of this information will result in withdrawal of your letter of offer

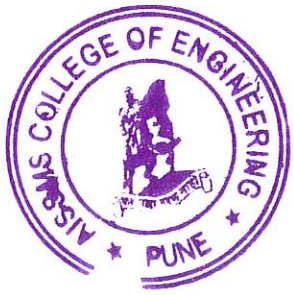
A detailed Appointment Letter will be issued to you soon after you have joined the Company.

The Annexure II needs to be accepted and signed along with this offer letter.

We look forward to having you on board with Team FIS.

Yours sincerely

Amol Gupta
People Leader – India & Philippines



28th January 2022

Vedashree Vilas Bhat
Pune

E-mail ID – vedashreebhat5@gmail.com

Offer Letter

Dear **Vedashree Vilas Bhat,**

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1. Designation	:	**IT Trainee / InP - IT Trainee**		
2. Company:	:	FIS Solutions (India) Private Limited		
3. Place of Posting	:	Upper Ground Floor to 7th Floor, Westend Center One, Survey No. 169/1, Sector II, Aundh, Pune 411007, INDIA		
4. Date of Joining	:	**14th February 2022**		
5. Compensation & Benefits	:	Annual Base Pay	: Rs.	**765,000 /-**
		Performance Pay	: Rs.	**57,375 /-**
		Total Compensation (TC)	: Rs.	**822,375 /-**

Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.
11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

VISHWAKARMA COLLEGE OF ENGINEERING PUNE

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Date: **February 14, 2022**

Letter of Offer

Dear **Vibhanshu K. Sonicha,**

Further to your interview, we are pleased to offer you the position of **Trainee - Software Engineer** with our organization.

On joining the company, you will be on training for a minimum period of 3 months. The monthly stipend during your training period will be **Rs. 20,000/-** (including Provident Fund & deductions will be as applicable).

Subject to successful completion of the training, your employment will be confirmed as **Software Engineer.**

Please refer to the attached Annexure-1 for your salary structure and an explanation of its components.

Upon joining, you will be subject to the employee policies and practices of the Company. A summary of the present policies is included as Annexure-2 to this letter of offer for your reference. Also refer Annexure-3 for the list of documents to be submitted.

The date of joining and location will be informed to you by June, 2022.

Cybage may defer and/or cancel this offer at any time before or after your joining in case any information furnished by you is found incorrect or misleading.

We look forward to your joining Cybage at the earliest and wish you a successful career with us.

Thanking you,

Sincerely,
For Cybage Software Pvt. Ltd.

Tina Rastogi

Tina Rastogi
Vice President - Human Capital Management

AISSMS COLLEGE OF ENGINEERING PUNE

111 89
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EMERSON

Emerson Export Engineering Centre
Emerson Tower, Matrix Complex,
Near College of Engineering Pune
Shivajinagar, Old Mumbai-Pune Highway
Pune - 411 005, India
Tel : +91 (20) 67047000, 67047001
Fax : +91 (20) 67047998, 67047999

3-Jan-21

Mr. Vishal Tanawade
At - Bhagatwadi,
Tal - Karmala,
Dist - Solapur, 413203

Dear Mr. Vishal,

With reference to your application and the interview you had with us, we would be willing to appoint you as a **"Graduate Engineer Trainee"** for a One year period.

You will be required to take up the assignment with us latest by 15-Jun-22. The date of joining mentioned here is of indicative nature and can be preponed or postponed depending upon the business exigencies

Your remuneration, inclusive of all benefits and targeted Performance Incentive works out to be Rs. **719,355/-** per annum. Please refer the Annexure for the details. Company shall deduct TDS from this amount in accordance with applicable income tax rules. Your appointment is subject to you being declared fit in the Medical test post joining.
Depending upon your performance, company will be willing to extend your services further and take you as a regular employee at the end of one-year period.

This offer letter is subject to your passing Semester VI, VII & VIII of **BE (Computer Engineering)** successfully and your clear intent to serve our organization on a long term basis as has been confirmed by you during above interview. You are also required to submit your mark sheet for Semester VI, VII & VIII upon declaration of results of respective semesters. We expect that you would make every effort to ensure academic excellence by way of securing atleast 1st class in the remaining 2 semesters.

A detailed letter shall be issued by us upon taking up the assignment.

This letter is being issued in duplicate and you are requested to please sign the 2nd copy as a token of your acceptance and returning back to us.

For Emerson Export Engineering Centre

Ajay Savargaonkar
Sr. Director-EEEC

Accepted:

I agree and confirm that I will comply with all the above rules and also confirm my long term association with the company for the period mentioned.

(Vishal Tanawade)

VISHWAKARMA INSTITUTE OF TECHNOLOGY COLLEGE OF ENGINEERING PUNE

112

90
B20

02nd February 2022

Vyankatesh Shrichand Jaju
Pune

E-mail ID – jajuvyankatesh2@gmail.com

Offer Letter

Dear **Vyankatesh Shrichand Jaju**.

We are pleased to make you an offer of employment with us and this letter sets forth the terms of employment:

1.	Designation	:	**IT Trainee / InP - IT Trainee**	
2.	Company:	:	FIS Solutions (India) Private Limited	
3.	Place of Posting	:	Upper Ground Floor to 7th Floor, Westend Center One, Survey No. 169/1, Sector II, Aundh, Pune 411007, INDIA	
4.	Date of Joining	:	**14th February 2022**	
5.	Compensation & Benefits	:	Annual Base Pay : Rs.	**500,000** /-
			Performance Pay : Rs.	**37,500** /-
			Total Compensation (TC) : Rs.	**537,500** /-

Break up of above Compensation details are provided in Annexure 1.

7. **Background Checks** :- Your appointment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer.
8. **Confidentiality** : You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.
9. **Notice Period**: Notwithstanding anything stated herein, your services are liable to be terminated by the Company without assigning any reason, by giving you 75 days Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 75 days Notice or salary in lieu of Notice. Salary for this purpose will be computed on Monthly Base pay excluding Employer PF contribution.
10. **Probation Period**: You will be on probation initially for a period of 6 months during which time your progress will be monitored. At the end of this period, your employment will be deemed confirmed, provided you achieve performance standard. In the event of unsatisfactory progress, appropriate procedures will be implemented which may either result in extension of your probationary period or termination of your employment either during or at the end of probation.
11. **Cause for Termination means**: A wilful failure by You to substantially perform your duties and responsibilities, breach of Company policies and Code of Business Conduct and Ethics and the commission by You of theft, fraud, breach of trust or any material act of dishonesty involving the Company or its Affiliates.

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12. **Hours of work** : Your normal working hours shall be 9 hours per day and 45 hours per week, including applicable intervals for rest. The Company also reserves the right to vary your hours of work and days of attendance, either on a permanent or temporary basis, dependent on business requirements. In the event of this you will be provided with reasonable notice.

    The company follows a flexible working time system, which will enable You to choose your arrival and/or departure time from a range of available hours, subject to approval from your Reporting Manager. Further, You may be required to work in shifts or in a different weekly work schedule due to business reasons. You will be communicated about such differential schedule and work timings by your Reporting Manager.

    You will be required to devote the whole of your time, attention and skill to the business and affairs of the Company both during normal business hours and during such additional hours, as permitted by Law as are necessary for the proper performance of your duties or as the Company may reasonably require from time to time.

Sharing of this information will result in withdrawal of your letter of offer

A detailed Appointment Letter will be issued to you soon after you have joined the Company.

The Annexure II needs to be accepted and signed along with this offer letter.

We look forward to having you on board with Team FIS.

Yours sincerely

Amol Gupta
People Leader – India & Philippines

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PUNE

114 A73 91

trismus
HEALTHCARE TECHNOLOGIES PVT LTD

2nd floor, Above Kajree Men's Avenue, Opp to Croma, Baner, Pune 411045

+91 77975 55777

Letter of Appointment

Date: 28th September, 2022

Dear Yash,

Subject: Letter of Appointment for **Mr Yash Dhoka** as **Flutter Developer**.

We are pleased to offer you the position of with **Trismus Healthcare Technologies Pvt Ltd** on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of **October 3rd , 2022**.

2. Job title

Your job title will be **Flutter Developer**, and you will report to **Ankur Agarwal.**

3. Salary

The CTC at the current level of employment will be **Rs. 3,60,000/-** per annum, effective **October 3rd, 2022** ,in the first **2 months you will be in probation period** with a remuneration of **20,833/- per month** (including 200/- PT deduction - In Hand amount = **20,633/- per month**). Post probation based on your performance you will be recieving an increament. Your performance review will be done every 9th month from your joining date.

4. Place of posting

You will be posted in Pune, Maharashtra. You may however be required to work at any place of business that the Company has, or may later acquire.

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5. Hours of Work

The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are flexible and you are expected to work not less than 50 hours each week, and if necessary, for additional hours depending on your responsibilities.

6. Leave/Holidays

6.1 You are entitled to a casual leave of 12 days.

6.2 You are entitled to 5 working days of paid sick leave.

6.3 The Company shall notify a list of declared holidays at the beginning of each year.

7. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment, and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

3. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

9. Termination

9.1 Your appointment can be terminated by the Company, without any reason, by giving you notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

9.2 You may terminate your employment with the Company, without any cause, by giving a minimum of 2 months of notice.



9.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

9.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

10. Confidential Information

10.1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part-time or pursue any course of study whatsoever, without the prior permission of the Company.

10.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents, and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learned by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

10.3 At no time, will you remove any confidential information from the office without permission.



10.4 Your duty to safeguard and not disclose confidential information will survive the expiration or termination of this Agreement and/or your employment with the Company.

10.5 Breach of the conditions of this clause will render you liable to summary dismissal under the clause above in addition to any other remedy the Company may have against you in law.

11. Notices

Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

12. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

13. Governing Law/Jurisdiction

Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of Bombay High Court, Maharashtra only.

14. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.



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HEALTHCARE TECHNOLOGIES PVT LTD

2nd floor, Above Kajree Men's Avenue, Opp to Croma, Baner, Pune 411045

+91 77975 55777

Salary Structure

(Effective post probation)

Salary Structure	Yearly in INR	Monthly in INR
Professional Tax (Deduction)	2500/-	200/- (In February, 100/- extra)
HRA	2,11,800/-	17,650/-
Travel Allowance	1,45,800/-	12,150/-
CTC	**3,60,000/-**	**30,000 /-**

Note - This salary structure can be changed post probation period, based on your new remuneration amount.

Human Resource Executive

Vaishnavi Bhosale.

HR Department

Acceptance by Employee: Yash Dhoka.

I accept this offer of employment on the Terms and Conditions set out above.

Employee Signature: YDhoka

Date: 29/9/2022

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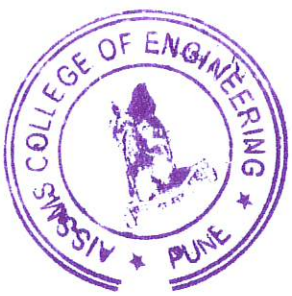
+91 77975 55777

Yours Sincerely,

Dr. Vidhi Bhanushali

Director & CEO, Trismus Healthcare Technologies Pvt Ltd

Date: September 28, 2022



21-22

University of Strathclyde Glasgow

7 August 2022, (AM)

Ms Asawari Arvind Amparwar
Anand Residency, Flat No.401
Tusharpark,Dhanori Lohegaon Road
Pune, Maharashtra
India
India
411015

Dear Ms Amparwar,

Application number: 229465172

Further to your recent application, I am pleased to make you an Unconditional Academic offer of a place on the MSc International Human Resource Management programme as you have met all of the academic conditions. Please note that you are still required to meet a number of non-academic conditions and a place is not guaranteed until all of these conditions have been fulfilled. Full details of the offer are attached.

You should accept/decline your offer within 21 days of this letter. If you need more time, please contact the academic department. Contact details for your department can be found on your course web page at https://www.strath.ac.uk/courses/. Please quote your Application Number (229465172) on any correspondence. If we have not heard from you within 21 days, the University reserves the right to withdraw this offer.

Please note that this offer is made on the understanding that in accepting it you undertake to abide by the Charter, Statutes and Ordinances of the University, and also to abide by the rules and regulations which the University makes for its students from time to time. It should be noted that this offer is subject to the acceptance by you of the terms and conditions set out in the University's Calendar, available at https://www.strath.ac.uk/professionalservices/educationenhancement/qualityassurance/ and then clicking on Quality framework, External examining of taught courses and Academic regulations. You must therefore read these terms and conditions before accepting any offer.

If you have to provide evidence of scholarship/sponsorship, please note that we deem a sponsor to be an embassy, Government Office, educational establishment or an employer. If you have to pay the University deposit of £2,000, payment methods can be found at https://www.strath.ac.uk/studywithus/feesfunding/howtopay/. Please quote your Registration Number: 202289821 when making payment.

H.O.D.
Computer Engg Dept
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the place of useful learni

Scanned with CamScanner

Congratulations | Provisional offer for MBA/ MBA HCM | KJSIM

1 message

Somaiya Vidyavihar <noreply@somaiya.edu> Sun, Apr 2, 2023 at 00:34
To: pande.radhika23@gmail.com

SOMAIYA VIDYAVIHAR UNIVERSITY
K J Somaiya Institute of Management

Somaiya TRUST



Letter of Offer - Provisional Admission

Programme Offered: Master of Business Administration | 2023-25

Somaiya Application No.: 31613400

Dear Radhika,

Congratulations!

On behalf of **K J Somaiya Institute of Management, Somaiya Vidyavihar University**, it gives us great pleasure to inform you that you have been provisionally selected for admission to the above-mentioned Programme. Kindly note that the programme offered is as per your preference. Merit takes precedence over preference in offering a programme.

Kindly note that the admission offer is provisional and confirmation of admission is subject to verification of your original mark sheets, certificates in various examinations, MBA entrance exam score of qualifying examination, certificates of achievements and certificate(s) of work experience, as mentioned in the admission brochure and your furnishing an undertaking that you will fully abide by the rules and regulations of the K J Somaiya Institute of Management, Somaiya Vidyavihar University/ AICTE / UGC /Other Competent Authorities as applicable from time to time.

K J SOMAIYA INSTITUTE OF MANAGEMENT is a Post-Graduate Professional Management Institute offering Management, Doctoral, Executive Programme and in allied areas. It is a constituent college under Somaiya Vidyavihar University **approved by University Grant Commission and is affiliated to the Somaiya Vidyavihar University (SVU) which is a Private University and has been formed vide Gazette Notification No. SFU-2013/C.R.200/Uni.-4 dated 26th August 2019** by Higher and Technical Department of Maharashtra.

H.O.D.
Computer Engg Dep
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LUDDY SCHOOL OF
INFORMATICS, COMPUTING,
AND ENGINEERING
INDIANA UNIVERSITY

March 22, 2022

Siddhant Sanjay Patil
N-6, Mantri Market, Pune Solapur Road
Near Hadapsar Vegetable Market, Hadapsar
Pune, Maharashtra
411028
India

Dear Siddhant Sanjay:

Re: University ID: 2001088166

Congratulations! It is my pleasure to inform you that you have been granted admission to the Luddy School of Informatics, Computing, and Engineering's **Computer Science MS** program beginning in **Fall 2022**. The faculty are very excited at the prospect of having you in our graduate program. Our students have extraordinary opportunities such as internships, research, cultural programs, and global connections. We have an outstanding graduate program, and we hope you will accept our offer.

This offer is contingent upon **final approval** by the Office of International Services and the Dean of the University Graduate School.

Our offer **expires on April 15, 2022.** Once you have made your decision, please let us know by completing the Luddy Fall 2022 Student Decision Form at https://go.iu.edu/4eXl

If you have any questions or need additional information, please contact GoLuddy@iu.edu

We congratulate you on your academic achievements. We are very excited at the prospect of having you in our graduate program, and we look forward to learning of your decision.

Warm regards,

Selma

Selma Šabanović
Associate Dean of Graduate Education

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Computer Engg Dept
AISSMS COE Pune

(2) 2021-22.

University of Strathclyde Glasgow

B-(1)

03 February 2022, (DJL)

Ms Neha Sudhirkumar Agarwal
MUNIMJI BANGLOW, VIKAS NAGAR
KIWALE DEHU ROAD
PUNE
MAHARASHTRA, INDIA
India
412101

Dear Ms Agarwal,

Application number: 229098512

Further to your recent application, I am pleased to make you an Unconditional Academic offer of a place on the MSc Business Analysis and Consulting programme as you have met all of the academic conditions. Please note that you are still required to meet a number of non-academic conditions and a place is not guaranteed until all of these conditions have been fulfilled. Full details of the offer are attached.

You should accept/decline your offer within 21 days of this letter. If you need more time, please contact the academic department. Contact details for your department can be found on your course web page at https://www.strath.ac.uk/courses/. Please quote your Application Number (229098512) on any correspondence. If we have not heard from you within 21 days, the University reserves the right to withdraw this offer.

Please note that this offer is made on the understanding that in accepting it you undertake to abide by the Charter, Statutes and Ordinances of the University, and also to abide by the rules and regulations which the University makes for its students from time to time. It should be noted that this offer is subject to the acceptance by you of the terms and conditions set out in the University's Calendar, available at https://www.strath.ac.uk/professionalservices/educationenhancement/qualityassurance/ and then clicking on Quality framework, External examining of taught courses and Academic regulations. You must therefore read these terms and conditions before accepting any offer.

If you have to provide evidence of scholarship/sponsorship, please note that we deem a sponsor to be an embassy, Government Office, educational establishment or an employer. If you have to pay the University deposit of £2,000, payment methods can be found at https://www.strath.ac.uk/studywithus/feesfunding/howtopay/. Please quote your Registration Number: 202276408 when making payment.

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Admissions
Learning and Teaching Building
48 North Portland Street
Glasgow G1 1XN

T +44 (0)141 552 4400
http://www.strath.ac.uk

the place of useful learning
The University of Strathclyde is a charitable body, registered in Scotland, number SC015263

As you require a Student Visa, you will need to have enough money to support yourself and pay for your course. Please see https://www.gov.uk/student-visa for further details.

Yours sincerely,

JKeyes

Jacklyn Keyes
Admissions Team
Student Lifecycle Services
University of Strathclyde

For Internal Use Only: ONL-OFFER

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Learning and Teaching Building
48 North Portland Street
Glasgow G1 1XN

t: +44 (0)141 552 4400
http://www.strath.ac.uk

the place of useful learning
The University of Strathclyde is a charitable body, registered in Scotland, number SC015263

Application number: 229098512

Course Title: MSc Business Analysis and Consulting, full-time(HECOS Code 100089 | CAH17-01-04 | 100%)

Course Start Date: 12 September 2022

Expected Course End Date: 12 September 2023

Tuition fees for ACADEMIC YEAR 2022/2023:

TUITION FEE £21,850

Tuition fees are payable at the time of registration and are subject to change in subsequent years.

DEPOSIT REQUIRED: £2,000

Notes

The University of Strathclyde is strictly governed by the UK Visas and Immigration when sponsoring international students and must be informed if you are currently or have previously studied in the UK.

Failure to disclose this information could result in a visa application refusal which could have serious consequences for your study plans. This information should be emailed to: admissions@strath.ac.uk quoting your application number.

The following conditions have been met or no longer apply

Receipt of two satisfactory references

IELTS 6.5 nothing less than 5.5 or equivalent test
https://www.strath.ac.uk/studywithus/englishlanguagerequirements/
tests are valid for two years

Successful completion of Bachelor degree with minimum overall grade of 60% or equivalent GPA.

Provide good quality, authenticated copies of your qualifications as stated in your application.

When all of the conditions have been met, Admissions will check that your application complies with United Kingdom Visas and Immigration requirements.

Provide a good quality copy of the page of your passport containing your photograph and passport number.

Provide evidence of a full Scholarship or pay a deposit, which will be deducted from your tuition fee. The deposit will be refunded if your visa is refused or the University withdraws your offer.

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48 North Portland Street
Glasgow G1 1XN

t: +44 (0)141 552 4400
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the place of useful learning
The University of Strathclyde is a charitable body, registered in Scotland, number SC015263

NITIE
National Institute of Industrial Engineering
(Under Ministry of HRD, Government of India)
Vihar Lake, P.O. NITIE, Mumbai. 400 087
Telephone: (022) 2857 3371, Website: www.nitie.ac.in

Ref No: 01/ACD/ PGDIM/ACAD/WL3/2023 **Date:** May 26,2023

Subject: Provisional Offer of Admission to the 2-Year Post Graduate Diploma in Industrial Management (2023-2025)

Dear Amit Balasaheb Jeve ,

Application Number: PGDIM-202302385

CONGRATULATIONS!

We are happy to inform you that you have been selected for admission to the Institute's **Post Graduate Diploma in Industrial Management (PGDIM 2023-2025)**. Your admission is provisional and will be valid subject to you fulfilling the requirements as mentioned in Rules and Regulations mentioned along with this offer letter.

You should confirm your acceptance by making full payment as per fee structure. Only in case of financial constraints as a special case, you can make partial payments of ₹1,00,000/- towards Seat Booking to confirm the admission and enter payment details in the admission portal latest by **11:59 PM, 29th May 2023,** failing which, we will presume that the offer is DECLINED, and the offer will be deemed forfeited and cancelled. The seat will then be offered to the next deserving candidate as per wait list.

We would advise you to complete the process before the last date to avoid any last-minute technical glitches.

Any communication related to this admission offer will NOT be entertained under any circumstances after the last date mentioned above.

Please refer to the following documents on the admissions portal along with this offer letter:

1. Annexure I - Medical Certificate Form
2. Annexure II - Undertaking

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TATA

Offer: Computer Consultancy
Ref: TCSL/CT20213730517/Pune
Date: 29/11/2021

Mr. Abhishek Shivdutt Khedkar
Plot. No 131,
Anand Nagar,
Pune-410507,
Maharashtra.
Tel# 91-7350897447

Dear Abhishek Shivdutt Khedkar,

Sub: Letter of Offer

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

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

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

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

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

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹**14,784/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be ₹**5,914/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹**500/-** being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Servicelne: 1800 209 3111 Email: careers@tcs.com

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of ₹**1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

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

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

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

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

CITY ALLOWANCE

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

XPLORE/ LEARNING INCENTIVES

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

OTHER BENEFITS

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

HIS offers the following benefits:

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Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Servicelline: 1800 209 3111 Email: careers@tcs.com

1. **Basic Cover**

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

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

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

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RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**

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

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

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

2. **Pre requisites for Joining**

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

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3. **Training Period**

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

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

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

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

4. **Working Hours**

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

5. **Mobility**

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

6. **Compensation Structure / Salary components**

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

7. **Increments and Promotions**

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

8. **Alternative Occupation / Employment**

Either during the period of your traineeship or during the period of your employment as a

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Work in SBWS mode

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

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

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related

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documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

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

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

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

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

16. Retirement

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

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by

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TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

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

19. Background Check

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

20. Submission of Documents

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

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

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

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

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

The original documents will be returned to you after verification.

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

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

21. TCS Xperience Program

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

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

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

22. Letter of Appointment

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

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from

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time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

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

25. Data Privacy Clause:

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

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

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

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

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

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

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Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET

Annexure 1

Name	Abhishek Shivdutt Khedkar
Designation	Assistant System Engineer-Trainee
Institute Name	All India Shri Shivaji Memorial Society' S Coe, Pune

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

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

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

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

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

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

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

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Annexure 2

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





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Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

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

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. **Associate's Obligations**

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

3. **Intellectual Property Rights**

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



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

4. **Prior knowledge**

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

5. **Use of third party material**

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

6. **Security policies and Guidelines.**

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

7. **Working in SBWS Framework:**

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

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

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

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



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10. Equitable Rights

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

11. General

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

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

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

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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

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



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Offer: Computer Consultancy
Ref: TCSL/CT20213730517/Pune
Date: 29/11/2021

Mr. Abhishek Shivdutt Khedkar
Plot. No 131,
Anand Nagar,
Pune-410507,
Maharashtra.
Tel# 91-7350897447

Dear Abhishek Shivdutt Khedkar,

Sub: Letter of Offer

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

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

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

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

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

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Annexure 2

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

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3

3:19 PM

Hexaware Technologies || GET Select-Open Hiring 2022 Batch ||

Inbox

campusconnect 6 days ago
to me

Dear Aniket Ashok Ajur,

Greetings from Hexaware Technologies!

Congratulations! We are delighted to inform you that you have been selected in our **GET - Virtual Open Hiring recruitment process – 2022.**

Superset ID: 1253675

CTC Offered	4,00,000 Per annum
Designation	Graduate Engineer Trainee (GET)

Please treat this as a confirmation of the selection, subject to the candidates strictly meeting the requisite eligibility criteria mentioned during registration for Hexaware Technologies – GET Virtual Campus recruitment process.

Further details on their Letter of Intent will be shared subsequently.





Capgemini

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

Superset ID: 1269417

Letter of Intent ("LOI")

Dear Abhishek Khedkar,

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

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

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

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

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

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

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





Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1269417**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1269417**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1269417**

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini



Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

ANNEXURE 1

Abhishek Khedkar
Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only).** On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only).** Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

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2021-22

Cognizant

02

29-Jan-2022

Dear Kaustubh Dattatray Adhav,
B.E., Electronics & Communication Engineering
Aissms College Of Engineering

Candidate ID – 19938424

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 [illegible]. This is through Cognizant Internship and Continuous Skill Development ([illegible] s

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I Kaustubh Dattatray Adhav Hereby agree that I have understood the terms and conditions of the current document accepted electronically on Sep 9 2022 2:58PM effective from 2022-10-11

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:**





I Kaustubh Dattatray Adhav hereby agree that I have understood the terms and conditions of the current document accepted electronically on Sep 9 2022 2:58PM effective from 2022-10-11

Cognizant

Compensation and Benefits

Name: Kaustubh Dattatray Adhav **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

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

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 by adhering to the conditions as specified in the Cognizant India Leave policy

I Kaustubh Dattatray Adhav hereby agree that I have understood the terms and conditions of the current document accepted electronically on Sep 9 2022 2:58PM effective from 2022-10-11

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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



3:20 PM

Please treat this as a confirmation of the selection, subject to the candidates strictly meeting the requisite eligibility criteria mentioned during registration for Hexaware Technologies – GET Virtual Campus recruitment process.

Further details on their Letter of Intent will be shared subsequently.

Warm Regards,

Campus Recruitment Team

HEXAWARE

Unbox Your Potential



AISSMS COLLEGE OF ENGINEERING PUNE

This e-mail communication and any attachments to it are confidential and

A.Y. 2021-22

Cognizant (4)

20-Jan-2022

Akshat Gupta
B.E. Electronics & Communication Engineering
AISSMS College of Engineering

Dear Akshat Gupta,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months.** Your Internship onboarding will be scheduled anytime between now, through end of March 2022 based on your availability factoring your college exam schedule and our business requirements.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional vment will be done for any delay in completion.

and successful completion of Milestone(s) are the eligible factors for processing stipend

AISSMS COLLEGE OF ENGINEERING PUNE

payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

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

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: **Date:**



(4)

(9)

Letter of Authorization – Background verification

I hereby certify that all the statements made in this document are true and are given by me out of my own free will.

I hereby confirm and agree that any submission of false or misleading information will entitle Cognizant Technology Solutions India Pvt Ltd ("**Cognizant**") to terminate my employment forthwith.

I state that Cognizant may request a credit and/or background check from a credit reporting agency or related service and I understand that I have a right to make a written request within a reasonable time for the disclosure of the name and address of the credit-reporting agency so that I may obtain a complete disclosure of the nature and scope of any investigation.

I understand that the records will be used only for such purposes arising out of my employment and will not be given to any unauthorized person.

I hereby authorize Cognizant and/or its agents to conduct any reference check, criminal background check in any jurisdiction across globe and background verification so that the hiring decision may be evaluated at any point of time.

I hereby agree that during the course of the reference checks and background verifications, my previous employers or such persons contacted for checks and verifications may be informed that the reference checks and back ground verification are done on behalf of Cognizant.

I hereby authorize Cognizant to share the reference checks and back ground verification reports to such third party as may be required for audit and other reasonable purposes.

In the event that Cognizant is unable to verify any reference stated in this application, it is my responsibility to furnish the necessary documentation.

I understand that this application or subsequent employment does not create a contract of employment nor guarantee employment for any definite period of time.

*SIGNATURE:

*FULL NAME IN CAPITAL: AKSHAT GUPTA

*DATE: 11/5/2022

AISSMS COLLEGE OF ENGINEERING PUNE

Note Instruction:

Kindly do not paste digital signature. Please print this page and sign it. Mention your name per PAN and scan the form and upload in onboarding portal.

(07) SAT

AVENUE
INCORPORATION

Date :-05/07/2022

Mr. Anmey Awale

Congratulation onyour selection as Management Trainee under our Global Business ManagementProgram.

AVENUE is one of the most creative, dynamic and successful sales and marketing company in India. Our goal is to exceed the expectation of our clients by offering outstanding Customer services, sales, greater value and professional services. Our vision is to become the world's fastest promoting organization, where more people get an opportunity to run their own organization.

As a member of our AVENUE 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 Our Organization. In return, we are committed to providing
you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

YOUR PROFILE

As a Management trainee, you will work in all aspect of the Business Management. All the promotion entirely based on your performance. Below are the certified levels of your profile,

Level 1: Branding, Client Servicing and Customer Acquisition.

Level 2: Human Resource Management.

Level 3: Team Management and Leadership Management.

Level 4: Administration, Finance and Back Office Management.

PRSSMS COLLEGE OF ENGINEERING PUNE

Level 5: Client, Office and Resource Management.

Your Business Head will conduct a performance review every week. The remuneration at 1st three levels will be based on your individual performance, skills, knowledge, experience and the revenue generation for the client. Your official Trainer is Mr. Bharat Ahire , you are expected to come in formal attire.

WORKING HOURS:-

TIMING- 9:30 am to 5:30 pm (This include 3 hours management training everyday)

WORKING DAYS – 6 Days a week

During the training any requirement to take leave should be given prior notice to manager in written.

RELIEVING FORMALITIES

The appointment may be terminated by giving a resignation letter with 15 days period served to the company and incase of notice period not served, remaining dues cannot be claimed from the company. No leaves will be granted during the notice period.

Candidate working with the company for at least 6 months is entitled for experience letter.

DOCUMENT TO BE SUBMITTED

Your appointment is subject to the submission of your documents on your joining, you being medically fit as declared by you and receipt of satisfactory documents. The following documents have to be submitted within

3 days of joining-

- Colour Printout of Joining letter
- Digital Recent Passport Photo
- Pan Card
- Aadhar Card
- Latest Mark Sheets
- Experience or relieving letter from previous company (if Applicable)
- Copy of passbook or cheque or bank statement

We have the best working environment where we believe in active learning and participation in the path of development. We will look forward to work with you on programs and campaigns that we have discussed with you.

"WISHING YOU ALL THE BEST FOR YOU EXCELLENT CAREER GROWTH..."

Mr. Bharat Ahire
Managing Director

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Signature of Joinee

Mail ID : hravenueincorporation@gmail.com / Contact No : +91-9484988588 / 7349788882

(8)

N V Industrial Services LLP

Tarkeshwar Plaza, flat no-5, anandnagar, vadgaon budruk.Pune-411041

Date: 15/05/2023

To,

Abhishek Bande

S/O, Nandkumar Bande, Kazi Galli,

Jintur, Parbhani, Maharashtra – 431509

Subject – Job Offer Letter

Dear Mr. Abhishek

We at N V INDUSTRIAL SERVICES LLP are very pleased to offer you the position of 'Service Engineer', effective 15th of May 2023.

Your Compensation will be as follows:

Salary :

Your Current Salary will be 10,000/- Per Month.

N V INDUSTRIAL SERVICES LLP PUNE

AISSMS COLLEGE OF ENGINEERING PUNE

(9)

HEXAWARE

Letter of Intent

March 17, 2022
VISHAL BANDGE
AISSMS College of Engineering, Pune

Dear VISHAL BANDGE,

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

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

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

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

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

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

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Vice President, Recruitment-India & APAC

AISSMS COLLEGE OF ENGINEERING PUNE

HEXAWARE

Letter of Intent

March 17, 2022
VISHAL BANDGE
AISSMS College of Engineering

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Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Vice President, Recruitment-India & APAC

VISHAL BANDGE

AISSMS COLLEGE OF ENGINEERING PUNE

(10) (10)

Zensar - Offer Letter

1 message

ZenTAM <ZenTAM@invalidemail.com> Sat, 8 Jan 2022 at 1:40 pm
Reply to: do_not_reply@invalidemail.com
To: daideep99@gmail.com
Cc: dhiraj.chawade@zensar.com

zensar

Ref: 0081559_3/1639366 **Dated: January 8, 2022**

To,
Daideep Bhingarde

Sub: Offer of Employment

Dear Mr. Daideep Bhingarde,

Thank you for the keen interest you have shown in joining our organization. With reference to the interview and the discussions you had with us recently, we are pleased to offer you a career at Zensar. Please accept our heartiest congratulations and warm welcome to the Zensar family.

Your date of joining will be communicated to you separately.

Your 'Annual Compensation' is attached herewith as in Annexure – A.

The terms and conditions of employment are in Annexure-B.

You shall be required to work from any of the Zensar office location or as may be instructed by Zensar at the time of joining.

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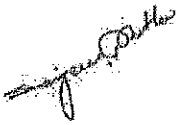
zensar

Please note, this job offer will be contingent upon results of your final year examination. Zensar reserves a right to withdraw this offer in case you fail to satisfactorily perform / pass the exam. Also, the offer is conditional to verification of documents listed in Annexure C.

Please confirm your acceptance, in writing via email within 10 days after receiving this letter.

Yours Sincerely,
For Zensar Technologies Limited



Sanjeeva Maithani
Vice President – Human Resources

Encl:Annexure – A (Salary Structure),
Annexure – B (Terms and Conditions of employment)
Annexure – C (Document Check List)

zensar™

Annexure – A

Name: Daideep Bhingarde
Designation: Jr. Software Engineer
Grade : G0

Component	Annual Gross (INR)	
Basic	192000	Base salary component.
Customized Allowance Pool*	159725	This is used towards HRA / CLA, LTA, Medical Allowance and Children's Education. You may want to split the basket as per your tax plans.
Bonus	16000	Paid out as per the Payment of Bonus Act if Basic is less than 21000
Total	367725	
Company's contribution to PF	23040	12% of Basic
Gratuity	9235	As per Gratuity Act
Gross Compensation	400000	
Group Personal accident Insurance	6864	Sum Insured is Rs. 11,50,000/- Please refer to policy





Group Health Insurance Scheme		Up to four family members (in order of: Associate, Spouse, 2 Dependent Children below age 25) are covered up to a limit of Rs. 2,00,000/- P.A
Term Life Insurance		Sum Insured is Rs. 5,00,000/; Please refer to policy
Total Cost to Company	406864	

Annexure – B

1. GRATUITY:

For every associate, the organization contributes 4.81% of the Basic salary towards the Gratuity fund.
All associates who have completed minimum 5 years of continuous service with the organization are entitled for Gratuity.

The entitlements are as per the following slabs:

- 5 years or more, and less than 10 years of service, Gratuity will be calculated @ 15 days basic salary for the number of years completed.
- More than 10 years and less than 15 years of service, Gratuity will be calculated @ one month basic salary for the number of years completed.
- More than 15 years of service, Gratuity will be calculated @ 1¼ month's basic salary for the number of years completed, subject to maximum of 26 months' salary.

The gratuity amount is payable on resignation/retirement subject to above conditions.

In case of death of the associate during the service, the associate's nominee is entitled for the Gratuity benefit calculated on the basis of anticipated service subject to the conditions under the scheme entered with LIC.

2. PROVIDENT FUND:

The associate becomes a member of the provident Fund Trust administered by the company from the date of the joining.

- The company deducts 12% of the basic every month through payroll as the associate's contribution to PF. Additionally, the company contributes 12 % of the associate's basic salary and the same is deposited with the Provident Fund Trust.
- Out the associate's contribution, 8.33% (subject to maximum of Rs. 541 p.m.) is remitted to The Regional Provident Fund Commissioner (RPFC), Pune towards the contribution for pension administered by RPFC.

AISSMS COLLEGE OF ENGINEERING PUNE

- The associate on resignation or retirement can apply to Trust for transfer or withdrawal of Provident Fund accumulation as per the Provident Fund rules.
- The associate is also entitled for Pension from RPFC on resignation or retirement as per the pension rules of RPFC.
- Voluntary Provident Fund: The associate, if wishes, may request for additional PF contribution minimum if 12% & maximum of 20% of Basic salary by way of deduction through payroll.

3. Other Benefits

- **Hospitalization**
  You and your spouse will be eligible to avail of the medical insurance cover.
- **Leave**
  You will be eligible to 30 days of total leave during a year. This will include 18 days of privilege leaves and 12 days of flexi leaves. Flexi leave can be availed as casual leave, sick leave and paternity leave reasons. The details of the policy would be available to you when you join.

4. Probationary Period

- You will be on probation for a period of 12 months from the date of joining and may be confirmed as a permanent associate upon successful completion of your probation. The period of probation can be extended at the discretion of the Company.
- During the probation period, the Company has the right to terminate your services at any time upon serving one day's notice to you.

5. Notice Period

- You will be required to give three months' notice in case you decide to leave our services and the same is subject to the company's discretion. The company reserves the right at its sole discretion, to substitute the notice period by paying whole or part of your base salary in lieu of the notice period.

- In case you leave the services of Zensar within 1 year of your joining the Organization, due to any reason, you will be required to repay the total expenses incurred by the company towards reimbursement to you on account of your relocation, notice pay buyout and joining bonus, if any.

6. Garden Leave : In a situation wherein continuation of your services for the specified notice period (whether in part or in full) are not considered detrimental to the interest of the Company, the Company may allow you to serve the notice period or require you to proceed on Garden Leave during the notice period which you would have otherwise served. However, if the Company receives your request to be relieved from your duties before the completion of the notice period or during Garden Leave, then the Company at its own prerogative may relieve you from your duties on or before the completion of notice period or Garden Leave subject to clauses 8 & 9 herein.

AISSMS COLLEGE OF ENGINEERING PUNE

Garden Leave shall mean "an arrangement where an employee is not required to attend his duties and responsibilities at the workplace. However, for all purposes he shall continue to be considered as an employee of the Company and make himself available, as and when required by the Company for any work pertaining to his work responsibilities including transition of responsibilities.".

7. Employee request for immediate release: In a situation wherein the Company receives your request to be relieved from your duties without serving the notice period, the Company may at its own discretion relieve you with immediate effect.

8. Notice Pay: (a) Notwithstanding the nature of termination of your employment under any of the scenarios as set out, the Company may at its discretion.

- allow you to serve the notice period or
- require you to proceed on Garden Leave during the notice period which you would have otherwise served or
- relieve you immediately or at any time while you are serving your notice period in which event you shall be entitled to receive salary for the unserved notice period.

(b) In the event, you request the Company for an early release at any time during the notice period being served, you shall be liable to pay the Company, in line with the Company policy on notice pay, for the unserved notice period. Subject to applicable laws and Company's discretion in this regard, the Company may deduct such amount from the payments that shall be payable to you as full and final settlement of your dues. The date of your release, in such event, shall be decided by your designated manager / head of department / business head, as the case may be.
The Company will not be liable for any additional severance obligations under any of the above scenarios

9. Your release from the Company's services shall be subject to satisfactory transition of your duties and responsibilities. You shall also be required to return all Company property in your possession to the person designated by the Company in this regard. Company property shall include all documents and any copies thereof in whatever form those copies may be made, whether on paper, tape, computer disc, cloud storage-based facilities or any other digital medium or otherwise. If you hold any information on any equipment which you own, you shall forthwith copy that information onto an appropriate medium, supply that copy and any other copies in your possession to the Company and then delete such information from all equipment in your possession. Subsequent to the completion of the formalities as mentioned herein, you will be notified of the date of your release. Such release date shall be at the sole discretion of Company notwithstanding your willingness to pay for the unserved notice period for an early release.

10. Statement of Facts: 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 minimum standards set by the company, the company shall have the right to terminate your services at its own discretion.

11. Group Insurances

- From the month following your joining, Company will provide you coverage under the Group Mediclaim Policy and Group Accident Insurance Policy, at no cost to you.
- It is mandatory to declare dependent (Dependent Spouse, Dependent Children) information to include them in the company Mediclaim Insurance policy.

An RPG Company

CIN: L72200PN1963PLC012621 www.zensar.com Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune 411014
Tel: +(20) 6607 4000, 2700 4000
+(20) 6605 7888

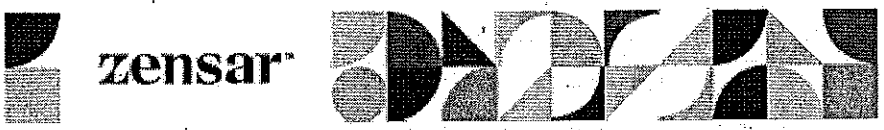
ASSMS COLLEGE OF ENGINEERING PUNE



12. Confidentiality

You agree at all times during the term of your employment and thereafter (without limit of time):

- Hold Confidential Information in strictest confidence, and not to use or attempt to use the same, except for the benefit of the Company, and
- Not to disclose or divulge Confidential Information to any person or entity without written authorization of the Company
- You agree to return to Zensar all proprietary information, including copies of paper, hard drive, disk, tape and other media, upon completion or termination of any project or upon cessation of your employment.
- For the purposes of Clause, "Confidential Information" means any Company proprietary or confidential information, technical data, trade secrets or know-how, whether oral or written or in electronic format and whether marked confidential or not, including but not limited to; research, business plans, products, product improvements, processes and process documents, services, projects, proposals, all work produced by you whether during normal working hours or not, computer program, documentation, customer lists and customers (including, but not limited to, customers of the Company with whom you become acquainted), markets, software, developments, inventions processes, formulas, technology, designs, drawings, engineering, marketing, distribution and sales methods, sales and profit figures, finances, techniques, strategies, discoveries, the title and description of any patents or patent applications filed by the Company in any country or jurisdiction (until the same is generally available to the public), and any other business information of the Company including its business plans, practice methodologies and technologies (including computer software), training materials, personnel information, client lists and information regarding the business needs, strategies and technologies of present and prospective clients and internal Company publications, whether directly or indirectly, or by drawings or inspection of documents or other tangible property and all information that comes to your knowledge which would but for this employment would not have been accessed by you, whether such information is in tangible form or not, written or otherwise and formal or not. Confidential Information however shall not include knowledge, skills, or information which is common to the business of the Company, or which is generally known outside the Company.



- You understand that retaining the confidential nature of Confidential Information is of utmost importance to the business of the Company and in addition to the terms stipulated in this agreement herein you agree to execute a Non-Disclosure Agreement with the company.
- While performing your duties, you shall not copy / use /infringe a third-party intellectual property or confidential information.
- Any breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated without notice.

13. Non Solicitation of Associates and Clients

- You agree that during the period of your employment with the Company, and for one year after the date of termination of such employment (regardless of whether this cessation of employment is voluntary or

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involuntary, or caused by the breach of this Agreement by either party), other than on behalf of the Company, you will not, either directly or indirectly:

- Solicit, divert, take away, hire, or recruit, entice or attempt to solicit any associate of the Company or the business of any client, customer, potential client, potential customer, person, or entity with whom Associate had dealings for any purpose related in any manner to the business of the Company.
- Approach or seek employment with the Company's client(s) where you are/were deployed by the Company
- You agree the foregoing restrictions are reasonable both as to time and extent given the nature and scope of the Company's present business and the duties of your employment.
- This clause shall be binding on you even after your separation from the company.



14. Intellectual Property

- All intellectual property rights, including but not limited to, patents, copyright and design rights as a result of the development of and/or the application of all work produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including but not limited to any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this employment with the Company shall be the exclusive property of the Company and you agree to assign all such Intellectual Property created during your employment to the company.
- You agree, at the Company's expense, to provide, during and after this employment, all such assistance as the Company reasonably considers necessary, to secure the vesting of such rights in the Company or Terms of Employment.
- You shall indemnify and keep the Company indemnified and harmless against all claims by any third party for loss, damage, expenses suffered, arising out of infringement of any patent, trademark, label, design or application, including software programs and applications by reason of your acts, actions, activities not authorized by the Company or acts, actions, activities undertaken by you against Company's policies, guidelines instructions.

Retirement:

- You will retire/ superannuate from the company on reaching the age of 58 years.
- Notwithstanding the clause on retirement from the company's service, your employment with the Company is subject to termination on three month's prior notice by either side. The Company however, reserves the right to, at its sole discretion, substitute the notice period by paying you basic salary in lieu of the notice period.
- For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the required notice period as stated in our Company's HR manual.

AISSMS COLLEGE OF ENGINEERING PUNE

- Notwithstanding anything else stated above, the Company shall also have the right to terminate your employment immediately without notice or payment in lieu of notice if:
    - You neglect, refuse, fail or for any reason become unable to perform any of your duties under this agreement or comply with the Company policies and code of conduct; or
    - You are guilty of any misconduct whether or not in the performance of your duties (including but not limited to being an undischarged insolvent, being convicted by any criminal court, being involved in fraudulent acts, etc) or commit any act which in the opinion of the Company is likely to bring the Company any disrepute whether or not such act is directly related to the affairs of the Company; or o You commit any breach of any of your duties or obligations under this agreement or the policies of the Company.
    - There is a discrepancy in the documents/certificates given by you as a proof in support of the information provided by you at the time of interview and in the candidate data sheet.

Jurisdiction
Even though the company may depute you overseas for on-site work to any other location, any issues arising out of your contract of employment, shall be governed by the laws of India and the courts of Pune shall have the exclusively jurisdiction

15. Indemnification

- You agree to indemnify the Company for all loss, damage, liabilities and costs and expenses, including reasonable attorney fees, suffered or incurred by the Company or caused by or related to your breach of any of the provisions contained in this Terms of Employment.

16. Other Terms and conditions

- You agree not to undertake employment, whether full-time or part-time of any other organization / entity engaged in any forms of business activity without the consent of Zensar. The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at any time at the discretion of the company.
- 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 Zensar to verify your educational, previous employment, 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 objection. 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 terminate the employment at any time during your service You agree to abide by all the policies of the Company in force from time to time.

AISSMS COLLEGE OF ENGINEERING PUNE

17. SMS Notification

- You agree that the Company can contact you via SMS notifications or any other telephonic mode, before , during and after Zensar's joining process, in order to, inter-alia, keep you updated and well informed on joining and/or subsequent processes and developments.

18. Disciplinary Action:

- If at any point of time, Company has reasonable prima facie justification to believe that you may have indulged in act(s) that may have violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, and the Company decides to carry out further investigation into such acts, Company reserves the right to suspend you from its services pending investigation.

- During the period of suspension, Company may ask you not to report to work (physically or remotely) and may suspend the use of your company email. Further Company reserves the right to pay you only 50% (fifty percent) of applicable salary (excluding retirement benefits or performance bonus) for the period of suspension.
- Upon completion of investigation, if the company concludes that you have not committed any such misconduct or breach of your obligations, the salary retained as above during suspension will be paid to you in the next immediate payroll cycle.
- If upon completion of investigation, company concludes that you have committed any misconduct or violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, Company may impose such punishment as it deems fit, including suspension or fine or stoppage of annual increment or reduction in rank or termination of your service for cause as provided hereunder. In such event, the salary retained as above during suspension will not be paid to you and the Company reserves the right to adjust the same against any damages or fine recoverable from you in connection with the acts committed by you.

MSSMS COLLEGE OF ENGINEERING PUNE

An RPG Company

CIN: L72200PN1963PLC012621 www.zensar.com Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune 411014

Tel: +(20) 6607 4000, 2700 4000
+(20) 6605 7888

zensar

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:

Name in Full:

Signature:

Address:

Phone:

E-mail ID:

Date:

Place:

Note: This document gives indicative details of all plans. Their implementation is governed by policies of Zensar and applicable legal agencies and may change from time to time without prior notice. Latest Details and specifics of each plan are available with the Human Resources Function.

zensar

Annexure – C

At the time of joining, you are requested to bring the following documents in Original, along with a copy of each

1. Proof of Age either copy of passport or school leaving certificate
2. Last Qualification Certificate
3. Mark sheet of last qualification
4. Last salary slip
5. Two passport size color photographs

MISMS COLLEGE OF ENGINEERING PUNE

6. Copy of Pan Card

7. Copy of Passport (if available)

8. Bank Account Number and details

You must 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

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 terminate the employment at any time during your service

Please submit all the certificates supporting your educational qualifications along with mark sheets in original for verification only.

Private & Confidential





BE E&TC (2018-22)

(11)

(11)

Date:07/18/2022

Prathmesh Borle,
c/o G.R.Deshmukh, Plot no.6, Sudarshan Park Society, Ingle Nagar, Warje
Pune, 411052
India

Dear Prathmesh,

This has reference to your application for employment with **Nagarro Software** and your subsequent interview

We are pleased to offer you as Associate Engineer at **Nagarro Enterprise Services Pvt. Ltd. - Pune, MAHA**

You can join us on or before 11/17/2022.

The terms and conditions of your employment are enclosed.

We welcome you to a pursuit of excellence with Nagarro.

To help complete joining formalities, may we request you to carry the following documents with you on the da

- **Mark-sheets and certificates for Class X, Class XII, Graduation and Post-graduation if applicabl**
- **Copy of Aadhar Card, PAN Card, Driving License and Passport (if applicable)**
- **Five passport-size photographs**

Yours truly,

AISSMS COLLEGE OF ENGINEERING PUNE

For **Nagarro Enterprise Software Pvt. Ltd.**

Swati Yadav

Swati Yadav
Director

Date:07/18/2022

Prathmesh Borle,
c/o G.R.Deshmukh, Plot no.6, Sudarshan Park Society, Ingle Nagar, Warje
Pune, 411052
India

Subject: Training Letter

Dear Prathmesh,

This is further with reference to the tests and interviews conducted by us. We are pleased to inform you, th
you appointment as **Trainee** at **Nagarro**.

You are requested to join us on or before 08/17/2022. During the period of training, you would be paid a sti

The details of your compensation package and terms and conditions of your employment are enclosed herei

You are requested to send us the signed duplicate copy of this letter as a token of your acceptance.

We welcome you to a pursuit of excellence with **Nagarro**.

To help complete joining formalities, may we request you to carry the following documents with you o

- **Mark sheets and Certificates for Class X, XII, Graduation and Post Graduation (if applicable)**
- **Copy of Aadhar Card, PAN Card, Driving License and Passport (if applicable)**
- **Five Passport size photographs**

Yours Sincerely,

For **Nagarro Enterprise Software Pvt. Ltd.**

Swati Yadav

Swati Yadav
Director

Group Insurance

Guidelines:-

Group Mediclaim Insurance

a) An employee has a mediclaim insurance cover of 3 lac by default and he/she at the time of joining can incre insured upto 10 lakhs & cover his dependents (spouse, kids and parents). Premium deduction details has been below.

b) During mid-term of the policy, only newly-wed spouse, Parents in Law (on account of marriage) and new b included in the policy within 90 days from Date of Marriage and Date of Birth respectively. No other depende during mid-term of the policy.

c) Downward revision of Sum Insured will be allowed at the time of renewal as per the then prevalent term an policy.

d) Exclusion of dependents will be allowed at the time of renewal only as per the then prevalent terms and cor

Group Personal Accident Insurance (GPA)

The GPA Policy provides the insured a cover for disability or death caused by an accident.

a) An employee has personal accident insurance cover of 3X of his TFC by default and he/she at the time of jc sum insured upto 4X to 10X as per policy terms. Premium deduction details has been provided in table below.

b) Once an employee is enrolled in the policy he/she cannot exit the policy till he leaves the company.

Group Term Life Insurance (GTL)

The GTL policy provides the insured a cover in case of death.

a) Enrollment in GTL is optional and on discretion of the employee and employee can opt for a cover of upto The most common practice is to cover within 3X to 5X of your TFC. Premium deduction details has been pro

b) Exit from the policy can be done at the time of renewal only by selecting "0X" multiplier in internal insura

Premium for Group Insurance

	Premium	Deduction
Premium Deduction for Mediclaim Insurance	Calculated Formula	In equal instalments starting from the following Policy end date.
Premium Deduction for GPA	Calculated Formula	From the following month of D
Premium Deduction for GTL (optional)	Calculated Formula	From the following month of D

Name	Prathmesh Borle

Monthly Earnings	Amount	Annualized Amoun
Basic Pay	15,000	180,000
HRA	7,500	90,000
Executive Allowance	12,278	147,336
Total Monthly (A)	34,778	417,336
Annual Earnings	**Amount**	
Employer's Contribution to Provident Fund	23,400	
Employer's Contribution to ESIC	0	
Leave Travel Allowance*	0	
Gratuity**	8,664	
Labour Contribution Fund	600	
Total Yearly (B)	**32,664**	
Total Fixed Compensation (A+B)	**450,000**	
Variable Earnings (C)	**Amount**	
Allocation Bonus *****	0	
Total Potential Compensation (A+B+C)	**450,000**	
Note:		

* Leave Travel Allowances (LTA) will be paid once in a year on submission of bills & subject to Income Tax rules

** Payment as per Gratuity Act

***** The Allocation bonus payout will be prorated to the actual allocation percentage and will be paid out quarterly. The same i policy.

Income Tax in respect of the above mentioned compensation package should be borne by the employee. There would be followi Monthly A- Tax / Mediclaim / PF- employee contribution and Transport (Optional)

PLs will accrue each month on a prorated basis. Amount of accrual for the month is calculated on the basic pay existing at the en





6. Company's decision on Termination to be Final and Binding:

The Company's decisions regarding termination under clauses 4 & 5 shall be final and binding.

7. Retirement:

The Company's retirement age is 60.

8. General Policies and Procedures:

A copy of the General Policies and Procedures of the Company will be given to you on the date of joining. Y adhere to these, as well as to any other service conditions governing your unit and location that may be in f which may be issued from time to time by the Management with respect to hours of work, weekly offs, paid h

9. Reference/Background Checks:

Your employment by the Company is conditional upon and subject to completion of an Employment Applic of a reference/background check, and approval thereof by the Company, in its sole discretion.

10. Confidentiality of this Offer:

The package offered to you is highly confidential and must not be revealed between now and the join employment or thereafter to any individual/agency/organization, by word of mouth or otherwise.

11. Jurisdiction:

Any dispute arising out of the employment or terms of service shall be subject to the jurisdiction of the compe

12. Final Agreement:

This written offer supersedes all verbal or written agreements between you and the Company.

For Nagarro Software Pvt. Ltd.

Suvati Jadav

Authorized Signatory



Annexure "B" – Page 1/2

Terms and Conditions

The key service conditions applicable to your employment are given below. The Company reserves the right and conditions at any time.

1. Place of Posting and Assignment:
Your place of posting will currently be **Pune, MAHARASHTRA.** However, you are liable to be tem permanently transferred from one place to another, one job to another, one unit to another, wherever loca abroad, at any point of time as the exigencies of work demand. You can also be deputed to work in and/or for company.

2. Whole Time Service:
Your employment with the Company is full time and while so employed, you must under no circumstar directly or through any agency in any work, business, profession or employment, either honorary or otherw written prior permission from the Management. Any breach of this condition may result in your immediate services of the Company.

3. Inventions and Discoveries:
The rights created or accrued out of any and all discoveries, inventions, copyrights, patents, etc., which you during the period of your employment with Nagarro shall exclusively vest with the Company and may be r deems fit. This does not apply to creative non-commercial products that are wholly unconnected with the busi

4. Termination on Misconduct or Breach of any Service Condition:
If you are found guilty of any misconduct or should you commit any breach of the service conditions or g which in the opinion of the Company is prejudicial to the interest of the Company, the Company may without your services.

5. Termination by Notice:
Without prejudice to clause 4 above, your services can be terminated at any time by giving 2 calendar months salary in lieu of notice.

In case you desire to leave the services of the Company, you will have to give us 2 calendar months' notice. In this 2 calendar months' notice, the Company will have the authority to recover up to 2 months' salary from yo (inclusive of performance-linked bonus, if any) depending upon the impact of your resignation on the work as

I have read and understood the above terms and conditions and I agree to abide the same.





Signature

A-Y. 2021-22 (11)

Date:07/18/2022

Prathmesh Borle,
c/o G.R.Deshmukh, Plot no.6, Sudarshan Park Society, Ingle Nagar, Warje
Pune, 411052
India

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The terms and conditions of your employment are enclosed.

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- **Five passport-size photographs**

Yours truly,

For **Nagarro Enterprise Software Pvt. Ltd.**

Swati Yadav



Swati Yadav
Director

Date:07/18/2022

Prathmesh Borle,
c/o G.R.Deshmukh, Plot no.6, Sudarshan Park Society, Ingle Nagar, Warje
Pune, 411052
India

Subject: Training Letter

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Yours Sincerely,

For **Nagarro Enterprise Software Pvt. Ltd.**

Swati Yadav

Swati Yadav
Director

MSMS COLLEGE OF ENGINEERING PUNE

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Swati Jadav

Authorized Signatory



Annexure "B" – Page 1/2

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Signature

Group Insurance

Guidelines:-

Group Mediclaim Insurance

a) An employee has a mediclaim insurance cover of 3 lac by default and he/she at the time of joining can incre insured upto 10 lakhs & cover his dependents (spouse, kids and parents). Premium deduction details has been below.

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Premium for Group Insurance

	Premium	Deduction
Premium Deduction for Mediclaim Insurance	Calculated Formula	In equal instalments starting from the following Policy end date.
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Premium Deduction for GTL (optional)	Calculated Formula	From the following month of D

Name	Prathmesh Borle

Monthly Earnings	Amount	Annualized Amoun
Basic Pay	15,000	180,000
HRA	7,500	90,000
Executive Allowance	12,278	147,336
Total Monthly (A)	34,778	417,336
Annual Earnings	**Amount**	
Employer's Contribution to Provident Fund	23,400	
Employer's Contribution to ESIC	0	
Leave Travel Allowance*	0	
Gratuity**	8,664	
Labour Contribution Fund	600	
Total Yearly (B)	**32,664**	
Total Fixed Compensation (A+B)	**450,000**	
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Allocation Bonus *****	0	
Total Potential Compensation (A+B+C)	**450,000**	
Note:		

* Leave Travel Allowances (LTA) will be paid once in a year on submission of bills & subject to Income Tax rules

** Payment as per Gratuity Act

***** The Allocation bonus payout will be prorated to the actual allocation percentage and will be paid out quarterly. The same i policy.

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PLs will accrue each month on a prorated basis. Amount of accrual for the month is calculated on the basic pay existing at the





12 12

Offer: Computer Consultancy
Ref: TCSL/CT20203545807/Pune
Date: 05/10/2021

Ms. Manjusha Vitthal Burange
Flat No. 204, Dreams Avani Society, Next To Manjari Stud Farm, ShewalewadiPune-Solapur Highway,
Manjari Stud Farm,
Pune-412307,
Maharashtra.
Tel# 91-703042880374

Dear Manjusha Vitthal Burange,

Sub: Letter of Offer

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

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

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

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

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

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 495, Nagar Road, Ye
Tel 91 20 6608 7777 Fax 91 20 6608 2107 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

AISSMS COLLEGE OF ENGINEERING PUNE

Withdrawal of Offer
If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

BSSMS COLLEGE OF ENGINEERING PUNE

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Niyati Tiara, Ground Floor, S No 103/A/1/29, CTS 1095, Nagar Road Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Servicelines: 1800 209 3111 Email: careers@tcs.com

TATA

GROSS SALARY SHEET

Annexure 1

Name	**Manjusha Vitthal Burange**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**All India Shri Shivaji Memorial Society' S Coe, Pune**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive**		Upto 60,000

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

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

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

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

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

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

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Niyati Tiara, Ground Floor, S No 103/V1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

MIT WPU COLLEGE OF ENGINEERING PUNE

13

13

HEXAWARE

Letter of Intent

January 28, 2022
Dhanashree Chore
AISSMS College of Engineering

Dear Dhanashree Chore,

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

During the training period you will be entitled for a stipend of Rs.25000/- pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs.6.00 Lac per annum.
You are required to sign a service agreement for a period of 2 years before the start of training programme.

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

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

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

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur

Monica Mathur
Vice President, Recruitment-India & APAC

Dhanashree Rajendra Chore

AISSMS COLLEGE OF ENGINEERING PUNE

Scanned with CamScanner

14

Cognizant

18-Jan-2022

Tanmay Vinay Dahale
B.E. Electronics & Communication Engineering
AISSMS Group of Institutes

Dear Tanmay Vinay Dahale,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months.** Your Internship onboarding will be scheduled anytime between now, through end of March 2022 based on your availability factoring your college exam schedule and our business requirements.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible fac[illegible]g stipend

AISSMS COLLEGE OF ENGINEERING PUNE

payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

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

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: **Date:**



(15)

iPRIMED™
Building Industry Ready Professionals

(15)

Date: 11th March 2022

Dear Harshavardhan Darekar,

Sub: **Traineeship Letter**

We, **iPRIMED Education Solution Pvt Ltd**, hereby referred to as the 'Company', are pleased to offer you training opportunity with **HARMAN Connected Services**, hereby referred to as the 'Client'

Your date of joining will be **Monday, 14th March 2022**. The training period will be for a duration of 2 months. In case the start date changes due to business dependencies, the same will be intimated well in advance to you. On successful completion of training and certification and subject to you being found fit for employment at Client location after due assessments, Client will issue an offer of employment, subject to background screening process. Intended Role and Compensation in employment offer, subject to completion of training and certification: (a) Role **Associate Engineer** ; (b) CTC **INR 5.5LPA**, subject to statutory deductions.

During the Training Period, you will be paid stipend of **INR 10,000/-** per month (Inclusive of any applicable taxes) by Company paid upon training completion and final onboarding with the Client. You will be eligible for Company holidays and Company will have the right to decide on granting you leave as per business consideration. You will not be eligible for any other employee benefits which regular employees of the Company may be entitled to.

Your training will be conducted virtually for a duration of 8 weeks (full days).

You understand and acknowledge that this letter is not an offer of employment and you are not entitled to claim employment with Client and/or any other benefits, unless you sign an offer of employment, post completion of training certificate and subject to background verification. Client shall not be liable for any claims, damage or loss, howsoever caused, in connection with your participation in the training.

The Training Period may be reduced or extended or otherwise modified at the sole discretion of the Company, without assigning any reason whatsoever. The Company also reserves the right to discontinue the training for any reason whatsoever with a notice of 7 days.

During the Training Period, you may have access to confidential and proprietary information of the Company or its Clients/Customers. You understand and acknowledge that it is essential to the conduct of the Company's business and to the protection of its Clients' interests that all information and knowledge acquired by you during your internship be kept confidential. You hereby agree and undertake not to misuse or wrongfully disclose or disseminate this information to any person either during or after the Training Period.

In accepting this offer, you are confirming that you will not use any confidential or proprietary information you learnt in a previous job and that you will not bring it into the Company. You are also confirming that you have not signed any agreement with a previous employer, such as a non-compete, that would prevent you from working for the Company.

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Your action required:

Please indicate your acceptance by signing below and sending us the signed copy of your acceptance.
If you decide to accept the terms of this letter, we need to receive the signed copy from you no later than two (2) days from the date of issue, failing which your letter will be considered invalid.

Harshavardhan, we are confident that you will be successful at completing the training at the Company and look forward to seeing the impact that we know you are going to make! We hope that you are as excited, as we are, to join our training program. If you have any questions, please contact **Prateek Tikoo** at prateek.tikoo@iprimed.com

Sincerely,
For iPRIMED Education Solution Pvt Ltd

Nikhil Kumar
Head – IT

Acceptance:
I have read the terms and conditions mentioned in the above letter with respect to the training opportunity with Client HARMAN Connected Services.

Signature: _____

Name: Harshavardhan Darekar

Date: 12-03-2022

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MFC

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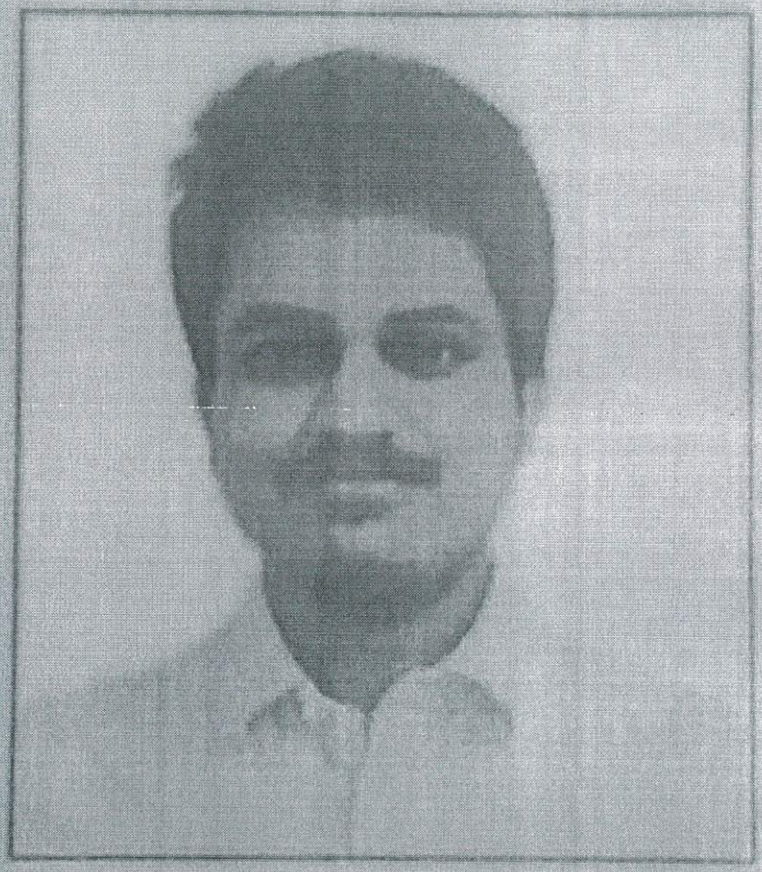

Digvijay Adinath Dhere

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2024-22

(17)

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MPC Cloud Consulting Private Limited

Ref: MPC/India/O0215

19-May-2023

Letter of Appointment

Digvijay Adinath Dhere
S/O Adinath Dhere
At Post Veet Tal
Karmala, Veet, Solapur
Maharashtra - 413203

Email: digvijaydhere2222@gmail.com
Mobile: +91-8308575377

Dear *Digvijay*,

Welcome to MPC Cloud Consulting Private Limited

MPC Cloud Consulting Private Limited, (hereinafter referred to as the "Company") is pleased to issue this Letter of Appointment to you, for full time employment, subject to your acknowledgment and acceptance of the terms and conditions set forth below. We expect you to join us on or before ***1st June 2023.*** *You are required not to accept or engage in any other full time or part-time employment or work whether on a consultancy basis or otherwise while in the employment of the Company, including while on leave. As an employee, you have a duty of fidelity and loyalty to the Company and are expected not to work, directly or indirectly for the interests of another person or entity while in the employ of the Company.*

Qualification

The employment offered herein is based on your representation that you hold the qualifications of *Bachelor of Engineering*, as well as the additional information in your employment application if any. If you are subsequently found not to hold these qualifications, your employment will be terminated forthwith.

Title

Your role would be *Trainee*. Job description may from time to time be amended by the Company at its discretion and you may be required to undertake additional or other duties as necessary to meet the needs of the business from time to time. Your reporting manager may change from time to time and project to project.

Job Description

Your job is to provide any solution with technical / functional expertise on Oracle Cloud or Oracle e-Business Suite. The job description stated here should not be regarded as exhaustive. You may be required to undertake additional tasks within your capabilities, and which are consistent with the position you hold. You shall report to your reporting manager / project manager and take instructions for the performance of your job duties from the said officer(s).

You are expected to perform your duties to the satisfaction of the Company. Further, you shall diligently and faithfully perform such job duties and functions in accordance with your post as instructed and should always use your best endeavours to further the best interests of the Company. You will always act in consideration of the needs of the Company's customers and your colleagues and comply with the provisions of the Employment Manual on behaviour and standards of conduct.

Working Hours

You shall be present in the office during normal working hours as per Company policies. 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 as well.

Compensation

Your Annual Cost to Company (CTC) would be INR *3,60,000* (INR *Three Lakhs and Sixty Thousand Only*). Please refer to Annexure for detailed statement.

Location

The employment offered herein is at the offices of the Company in *Hyderabad* or any other location at which the Company may have presence in India from time to time. You may be asked to transfer to any other locations/offices of the Company where it may have presence in India subject to the Company's policy on transfer.

You agree that you may be transferred to any group company or customer within India or abroad and may be required to be employed by any such group company or customer be seconded to such group company or customer. In the event of such transfer or secondment, the terms and conditions of your employment will be no less favourable than as set forth in this Letter of Appointment.

In the event you refuse such transfer, your employment may be terminated, and any such termination shall not give rise to any claims for damages or other compensation against the Company.





Probationary Period

The employment offered herein is on a probationary basis for a period of six (6) months commencing from actual date of joining. During the probationary period, the appointment may be terminated by the Company or by you without providing any reason and with one (1) month notice or basic salary in lieu thereof. At the termination of the probationary period, the Company shall determine, based on your performance and compliance with the Company's expectations, whether or not to confirm your appointment on a regular basis and shall notify you of its decision in writing before the expiry of the probationary period. The confirmation of appointment shall not be viewed as automatic upon the expiry of the probationary period.

Term of Employment

Once your employment is confirmed on a regular basis, If the tenure is fixed under some bond already communicated to you, you will not be entitled to leave service or terminate your employment. The aforesaid obligation to be employed during the Term is a binding commitment violation of which will subject you to penalties for breach of contract.

Termination

Termination of Employment by Employee: You can terminate your employment with Company by providing One (1) month within the probation period and three (3) months after completion of probationary period with prior written notice.

Termination of Employment by the Company: The Company also reserves the right to terminate your employment at any time during the Term for failure to meet the performance expectations determined in the sole discretion of the Company upon the provision of three (3) months prior written notice or basic salary in lieu thereof. ***The Company may terminate your employment for misconduct immediately without provision of any notice***. In the event your conduct gives rise to disciplinary issues, the Company will also undertake the disciplinary procedures set forth in the Employment Manual.

Salary and Benefits

You will be entitled to the consolidated salary and benefits set forth in *Schedule I* the terms of which are deemed to be reiterated and incorporated in full herein by reference, subject to deduction of applicable income tax at source as provided under law and deduction of any other amounts owed to the Company. You will also be entitled to the additional benefits provided as per law and Company policy as set forth in the Employment Manual. Your annual increments will depend on the evaluation of your performance by the management and are subject to the absolute discretion of the Company.





Hours of Work

General hours of work shall be Monday to Friday from 9 a.m. to 6:30 p.m.

Leave and Holiday

You will be entitled to *18 days of leave annually*. These days will be prorated based on your joining or Termination date. Any more leave than entitled taken will be subject to pay deduction based on number of extra leave taken. Leave accrual period is from 1st January till 31st December. Maximum of 10 days of annual leave balance will only be carried forward to next year and the remaining annual leave balance will be forfeited. The carryover of 10 days of annual leave must be utilized before 31-Mar of next year. In case of not utilizing the carryover balance before 31-Mar, the same will also be forfeited. In case of separation from organization, the annual leave eligibility will be prorated and the salary for excess annual leaves utilized will be recovered in the full and final settlement. There are 10 Bank Holidays in a calendar year.

Confidentiality

For the purposes of this clause, "Confidential Information" means any proprietary information of the Company, including but not limited to information relating to intellectual property rights, patents, trademarks, copyrights, trade secrets, know-how and the following types of information: technical data, research, product plans, products, services, customer lists, software, developments, inventions, processes, formulae, technology, designs, manufacturing activity, drawings, engineering, hardware configuration, marketing, finance, dealings or other business information disclosed to you by the Company either directly or indirectly in writing, orally or by drawings or observation of parts or equipment.

In the course of your employment with the Company, you may be made privy to Confidential Information relating to the Company including trade secrets and intellectual property rights. You shall not, directly or indirectly, during the Term or thereafter, reveal, disclose or make known to any person or entity or use for your own benefit or the benefit of any third person any Confidential Information of the Company acquired during the course of employment You shall not use or attempt to use any such information in any manner which may injure or cause loss, directly or indirectly to the Company or any of its affiliated group companies. Upon the termination of your employment, you will be required to surrender to the Company all books, materials, papers, documents and any other property entrusted to you in the course of employment. The confidentiality obligations herein survive the termination of employment with the Company for an indefinite period thereafter.





Intellectual Property Rights

All processes, designs, software, source code or other intellectual property embodied in writing, electronically or in any form whatsoever developed by you during the course of employment with the Company shall be the sole and exclusive property of the Company under the work for hire doctrine under law. The salary paid to you hereunder shall include consideration for development of any such intellectual property and you shall not claim any rights to the same either during the term of your employment with the Company or any time thereafter.

You agree that you will keep confidential all relevant information and will promptly disclose to the Company all intellectual property whether made by yourself or in conjunction with others during or arising out of your employment. You will hold in trust for the Company all such intellectual property and will take whatever lawful steps the Company requires to assign the intellectual property to the Company and ensure that it is lawfully vested in the Company.

You hereby agree to assign unencumbered legal title, and all right, title and interest in any intellectual property development during the course of employment to the Company in perpetuity and further agree to execute a formal assignment of all such intellectual property development in the course of employment in favour of the Company. You agree to assist and cooperate with the Company in registering such assignment as may be required under law.

The provision of the Services may involve you receiving or having access to or knowledge of the Client's and/or the customer's commercially sensitive or secret information. It is your responsibility and obligation to maintain the highest professional standards to ensure that this information is properly and professionally handled to protect the Client's and the customer's commercial interests and to ensure compliance with regulatory and legal requirements. Failure to follow these principles will jeopardize the Client's and customer's reputation and business.

In addition to and without altering the legal obligations you already have to keep information secret, you promise not (except for the purpose of properly performing your assigned duties for and on behalf of, the Client and its customer, or unless required to do so by law or any regulatory or investigative authority) either during the course of your engagement by the Client or the Service Provider or after it has ended, whether deliberately or otherwise, to disclose or communicate any information that is confidential or belongs to the Client or its customer.

You should assume that all information which you come across during your duties, that is not already obviously public knowledge, is confidential. However, information that consists of general know how or is a matter of your own skills or general or commercial kr onfidential.





Confidential information must not be used to trade on your own account or for trading by other persons such as family or friends. If you use information in this way, you may be subject to criminal penalties.

Before the end of your engagement on behalf of the Client, or at the Client's request, you must return to the Client, or destroy if requested, all confidential information without retaining it in any form. All documents, data, manuals, security keys and other items which are the Client's or the customer property and which may be in your possession or under your control should also be returned at this time.

All trade secrets, inventions, writings, and other confidential information developed or created by you or with your assistance during your engagement with the Client or the Service Provider in the context of the Client's business or related activities are the property of the Client or the customer and such rights or interest in any such property or information, if any, that you may have are prescribed by law.

Non-Competition

During the Term, you shall not be entitled to directly or indirectly, run, operate, control, be employed by or provide any services to any competitor of the Company. You shall under no circumstances work for or operate a business competing against the Company, that is, any business, trade or occupation which is engaged in the area of systems and services related to defence and civilian programs as per the business scope of Thales in India. The Company shall be entitled to obtain compensatory and punitive damages against you in the event of breach of this clause.

Non-Solicitation

During the Term, you shall not solicit or attempt to solicit any of the suppliers or customers of the Company regarding the possibility of being suppliers or customers for a business in which you or your family members have any interest. This obligation shall continue for two (2) years after the termination of employment for any reason.

Employment Manual

You will be required to comply with the rules and regulations enforced by the management from time to time in relation to conduct and any matter relating to service conditions contained in the Employment. The provisions of the Employment Manual are deemed to be incorporated herein by reference and form part of the employment contract. You will also be required to comply with any Management's Directives and company Policies issued from tim





Choice of Law and Forum

This Letter of Appointment shall be governed by Indian law and the parties accept the exclusive jurisdiction of Gurugram Courts.

Severability

If any term of this Letter of Appointment is found to be unenforceable, in whole or in part, under any law, such term or provision or part shall to that extent be severable and be deemed not to form part of this Letter but the validity and enforceability of the remainder of this Letter shall not be affected. Without prejudice to the generality of the foregoing, if any clause is found to be unenforceable or in any way an unreasonable restraint of trade, that sub clause shall be deemed not to form part of this Letter, but the remaining sub-clauses shall continue to be valid and enforceable.

Notice

Any notice to be given here under may be served by personal delivery or courier to the Company at the registered address of the Company which appears on this letterhead or to you at the residential address set forth in the opening paragraph.

We request you to sign this letter as indicated below in acceptance of the terms and conditions contained herein. We welcome you as part of the MPC Cloud Consulting team.

MPC Cloud Consulting Private Limited

Amit Garg
Chief Executive Officer

Acknowledgment and Acceptance

I have read and understood the contents of the foregoing Letter of Appointment, including *Schedules I* thereto, and accept the terms and conditions contained herein. I further acknowledge receipt of a copy of the Employment Manual as part of my employment contract.

(Signature)

Date:

Place:

SCHEDULE I

Name of the Employee	:	**Digvijay Adinath Dhere**
Designation	:	**Trainee**
Effective Date	:	01-Jun-2023

Component	Monthly Amount (INR)	Yearly Amount (INR)
Basic Salary	15,000.00	1,80,000.00
House Rent Allowance	7,500.00	90,000.00
Special Allowance	4,620.00	55,440.00
Gross Earnings (A)	27,120.00	3,25,440.00
Employer Provident Fund / ESI	1,800.00	21,600.00
Gratuity	722.00	8,664.00
Insurance	358.00	4,296.00
Other Components (B)	2,880.00	34,560.00
Cost to Company (C) = (A+B+C)	30,000.00	3,60,000.00

- TDS will be deducted as per the income-tax rule.
- Employee provident fund / ESI will be deducted every month as per government law.
- Professional tax will be deducted every month as per government law.
- Medical insurance of Rs.3,00,000/- will be provided to employee. Terms and Conditions of the medical insurance will be shared by medical insurance vendor
- Medical insurance component will be as per actuals only
- Employee can opt for additional insurance on the day of joining which will result in change in salary structure
- Actual insurance amount will be derived on joining date based on the options chosen

Acknowledgment and Acceptance

I have read and understood the contents of the revised salary structure and accept the terms and conditions contained herein.

Digvijay Adinath Dhere

Amit Garg
Chief Executive Officer

MISMS COLLEGE OF ENGINEERING PUNE

VSN 19

Gmail

Santosh Dhekale <sbdhekale@aissmscoe.com>

Fwd: Wipro Letter of Intent

1 message

Vishnavi Navale <vsnavale@aissmscoe.com>
To: Santosh Dhekale <sbdhekale@aissmscoe.com>

Thu, Mar 16, 2023 at 11:04 AM

---------- Forwarded message ---------
From: **Tanmayee Gajare** <gmgajare@gmail.com>
Date: Thu, 16 Mar, 2023, 10:33 AM
Subject: Wipro Letter of Intent
To: <vsnavale@aissmscoe.com>

---------- Forwarded message ---------
From: **Rajashree JENA** <wipro+email+4wgnp-5620884df5@talent.icims.com>
Date: Wed, 21 Sep, 2022, 2:13 PM
Subject: Wipro Letter of Intent
To: <gmgajare@gmail.com>



Dear **Tanmayee Gajare,**

What if you could turn your ambition to action? Let's work on that together at Wipro!

We are happy to offer you the job of Associate. For us at Wipro, success is the outcome of choice and expectations and we hope we have matched yours in the offer below. Let us know by clicking on "Accept" or "Decline" after you have read through the details.

You will join us at Pune, as part of the Function Stream team in the AA

Your Annual gross salary will be **IndianRupee 193000 per annum,** as follows:

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Component	Value
Basic	77,200
HRA	38,600
Employee Engagement Bonus	16,800
WBP	37,423
PF	13,738
Gratuity	3,713
ESIC	5,526

Based on feedback received and the recruiting norms of Wipro, your relevant experience has been taken as 0 months.

Click here to accept or decline this offer

Please do let us know your decision within the next 48 hours. Your confirmation of this email is essential to issue a formal letter to you, with the detailed terms of employment. If you would like to discuss this further, do not hesitate to contact Rajashree JENA at rajashree.jena1@wipro.com

Once you have accepted our offer, we will be in touch with next steps and all the other exciting little things that go into bringing you into our family.

Do note a few important things: We are sure you are excited as we are to get started, but we do need to inform you that this offer will unfortunately expire after 7 days if not accepted online. We will also need to complete the verification of the documents/ information mentioned above and at the time of your interviews. In addition, if your role requires a client interview, your Wipro recruiter would have explained to you that this offer is conditional until we complete that successfully.

But above all, we look forward to welcoming you on board and creating amazing things together.

For Wipro Limited,
Rajashree JENA

We are an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, gender identity, sexual orientation, disability status, protected veteran status, or any other characteristic protected by law.

Wipro does not charge any fee at any stage of the recruitment process and has not authorized agencies/ partners to collect any fee for recruitment. If you encounter any suspicious mail, advertisements or persons who offer jobs at Wipro, please do let us know by contacting us on helpdesk.recruitment@wipro.com



Cognizant 20

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29-Jan-2022

Dear Vinit Gujarkar,
B.E., Electronics & Communication Engineering
Aissms College Of Engineering

Candidate ID – 19938319

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. In addition, there will be an one time skill bonus of INR **25,000/-** given based on your skill proficiency. 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.

AISSMS COLLEGE OF ENGINEERING PUNE

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:**





Cognizant

Compensation and Benefits

Name: Vinit Gujarkar **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

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

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

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KPIT

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Date: 25.01.2023

Appointment Letter

Mr. Vinit Gujarkar
Employee ID: **151693**
Unit: **SBU1**

Dear **Vinit,**

This is with reference to your application and subsequent interviews you had with us. We are pleased to appoint you in our company with effect from 25.01.2023 as:

Designation: **Trainee**
Grade: **A Grade**

The broad terms of this appointment are as follows:

1. You are being hired for our **PuneHinj-Phase3.** Please note that you may be required to work at any other location for specific assignments, depending on exigencies of work.
2. Your Total Target Compensation will be **INR 400,000.00/-** and the compensation package will comprise of the components specified in ANNEXURE A & B.
3. Compensation structure as well as the structure governing grade/designation is liable for modification from time to time at company's sole discretion.
4. For fulfilling the company's business needs from time to time, you may be transferred; assigned or deputed to the locations of the clients of the company, or locations of the group companies or subsidiaries of the company as a representative of KPIT Technologies Limited or of its group companies.
5. The company can initiate movement of your employment to any other organization for any reason including but not only limited to mergers, movement to joint ventures/ group companies/ sister concerns, divestment, in case of mutual agreement between KPIT Technologies Limited & customer for you moving to customer's roll etc.
6. You will be entitled to paid leave as per company policy.
7. You will be bound by the company policies which will be communicated to you, from time to time. It will be your responsibility to keep yourself abreast of the same and comply with code of conduct & all the company policies.
8. You will not undertake any representation or employment, retainership, assignment, apprenticeship / traineeship, consultancy engagement or in any other manner whatsoever, or carry out any other profession / business / activity / vocation, nor engage in any such activities (even if such association, activity, etc. is on part-time basis) for any other company while in the employment of KPIT Technologies Limited.
9. Considering the urgency of meeting the deadlines of specific assignments and other conditions prevailing at the time, you may be required to put in extra hours/ days at work/ work in any shift as required.
10. During the course of your assignment, you will deal with some important or confidential information and/or material either of the company or of the client. It is understood that you will not part with this information to anyone at any point of time without the written consent of the company.
11. You will be responsible for the proper care of all hardware, software and other related valuables entrusted to you.

AISSMS COLLEGE OF ENGINEERING PUNE

Gujarkar

KPIT Technologies Limited
Registered & Corporate Office: Plot 17, Rajiv Gandhi Infotech Park, MIDC-SEZ, Phase III, Maan, Taluka - Mulshi, Hinjawadi, Pune - 411057, India. | CIN: U74999PN2018PLC174192

O +91 20 6770 6000
E info@kpit.com
W kpit.com

KPIT

12. You will be required to read and comply with the confidentiality undertaking of the company.

13. Your continued appointment will be based on several factors which will be reviewed from time to time, including, the accuracy and completeness of all the information mentioned in your application and the interviews you had with us, your flexibility in taking on assignments which are allotted to you after due discussions and your overall performance in the company. If the company finds the information provided by you at the time of employment to be false or misleading, it reserves the right to take appropriate disciplinary action against you which also includes termination of employment and the company will not be liable to make any payment lieu of the notice period.

14. In case your performance is not satisfactory, the Company has the right to initiate strict actions deemed fit.

15. This appointment may be ended by either side with a notice period of 90 days or pay in lieu of notice. The discretion to accept pay in lieu of notice rests with the company and you will be bound by any such decision, which will be taken based on work exigencies and you therefore may be required to work through the notice period. In case you resign at your own will, the company reserves the right to release you prior to the notice period of 90 days, taking into consideration business needs and work exigencies and the company will not be liable to make any payment lieu of the notice period.

16. The company also reserves the right to recover the costs of any specific expenditure incurred at the time of joining (relocation expenses, joining bonus etc. if any), either on processing a visa/ work permit or for any specific training given for an assignment and where you are unable, for any reason, to fulfill your part of the obligation, either to travel or to complete the assignment.

17. In case your services are terminated by the company for any reason whatsoever including termination due to breach of the existing policies or for any kind of misconduct, then the company may take the decision of releasing you with immediate effect and will not be liable to pay the notice payment for the full or balance notice period.

18. The company has taken you on rolls on the basis of the bonafide statements and facts provided by you. At the time of employment or during employment if the company finds the information provided to be false or misleading, it reserves the right to take appropriate disciplinary action against you which also includes termination of employment.

19. You are required to submit all documents that have been detailed in the offer letter, to the company within 30 calendar days of your date of joining. In the event that you do not submit all the required documents as detailed in the offer letter within this time period, the discretion to terminate your services (the employment relationship may be treated as 'void ab initio') rests with the company and you will be bound by any such decision.

20. During the term of this agreement, you shall devote as much of your productive time, energy, and abilities to the performance of your duties hereunder as is necessary to perform the required duties in a timely and productive manner.

21. Limitations on Authority: Under the general terms and conditions of employment relationship between you and the company, you are not authorized to and must not, at any time:

    i. Trade on your own account by pledging the credit of the company.

    ii. Enter into any transaction of a speculative or gambling nature or otherwise subject the company to any risk.

    iii. Enter into any commitment, dealing or obligation on behalf of the company, except to the extent you are for the time being empowered by a resolution of the Board of Directors of the company, or otherwise specifically authorized by a competent senior functionary of the company.

22. For a period of one (1) year following your separation from KPIT Technologies Limited, you shall not, directly



Dujarkar

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or indirectly, hire, solicit, or encourage to leave the company's employment, any employee, consultant, or consultant of the company or hire any such employee, consultant or consultants of company who has left the company's employment or contractual engagement within one year of such employment or engagement. You shall not solicit/entice the customers of KPIT Technologies Limited, for a period of two (2) years from the date of separation from KPIT Technologies Limited.

23. Any dispute concerning the subject matter of the present appointment letter or Confidentiality & IPR Assignment Undertaking or the breach, termination or validity or thereof which shall include but not limited to issue as the interpretation, operation, or effect of any clause contained in it or any other difference arising (a "Dispute") shall be first attempted to be settled mutually, failing in which, the dispute shall be referred to the sole arbitrator to be appointed mutually.

24. In case, the Arbitrator is not appointed mutually, the dispute shall be referred to the sole arbitrator that shall be appointed by the High Court of Judicature of Bombay on an application in that behalf by either of the party as per the provisions of the Arbitrations and Conciliations Act 1996. The place of arbitration shall be the city of Pune, Maharashtra. The language of proceedings shall be English. The dispute shall be subject to and governed by the laws prevalent in India. However, in case of any difference on provisions of law in State Law and Central Law on a particular subject, state laws applicable in state of Maharashtra shall prevail.

All decisions and awards rendered by the Arbitrator will be final and binding upon the parties and can be enforced as per the provisions of law.

We welcome you to the organization and look forward to a long and fruitful association.

Kindly sign the attached copy of this appointment letter by way of confirmation.

Sincerely yours,
For: **KPIT Technologies Limited**

R K Singh

Rajesh Kumar Singh
Global Head - HR

Gujarkar

Agreed & Accepted
(Vinit Gujarkar)

MSMS COLLEGE OF ENGINEERING PUNE

Gujarkar

KPIT

Annexure A

Name	Vinit Gujarkar
Employee ID	151693
Date of Joining	25.01.2023
Grade	A Grade
Designation	Trainee

Components	**Amount (in INR)**
Basic Salary	198,000.00
House Rent Allowance	99,000.00
Monthly Bonus	39,600.00
Employer's contribution to Provident Fund	23,760.00
Other Allowance (Flexi Basket)	33,640.00
Special Allowance	6,000.00
Fixed Compensation**	**400,000.00**
Total Target Compensation	**400,000.00**
Notional Provision for Statutory Gratuity****	9,524.00
Employer's contribution to Insurance Premium*****	5,200.00
Other Benefits	**14,724.00**
Cost to Company	**414,724.00**

Note: All the amount mentioned above are per annum.

* The details for Flexi Basket and Other Benefits Component have been mentioned in Annexure B.
** Fixed compensation is payable subject to adherence of all applicable policies of the organization.
*** The amount mentioned under Variable Performance Incentive is fully variable and payable on the performance as per Company Policy.





Gujarkar

KPIT

Annexure B

Components	Amount (in INR)
Hostel Allowance	0.0
Meal Allowance	0.0
Professional Development Reimbursement	0.0
Children's Education Allowance	0.0
Employer's contribution to NPS	0.0
Leave Travel Assistance	0.0
Flexi Basket*	**0.00**
Notional Provision for Statutory Gratuity**	9,524.00
Employer's contribution to Insurance Premium***	5,200.00
Employer's contribution to ESIC	0.00
Special Benefits	0.00
Other Benefits	**14,724.00**

*You have an option of restructuring your Flexi Basket components from 1st to 15th of the succeeding month of your joining, based on your tax planning (the amounts changed will be adjusted in the Additional Allowance). The amounts under flexi allowance are taxable in case of no supporting receipts or expense bills, except for Meal Allowance.

1. Submission of actual bills against your flexi declaration for tax exemption purpose would be done at the end of financial year for which you will receive a communication from HR.
2. All allowances except for Leave Travel Assistance will be paid on monthly basis while Leave Travel Assistance will be paid on claim basis. Leave Travel Allowance (LTA) can be claimed only after three months of joining the company.
3. Employer's contribution to NPS will be deducted from your salary on monthly basis and will be paid directly into your PRAN account.

** As per Payment of Gratuity Act.
*** The amount mentioned is an indicative average cost incurred by Company towards Group Mediclaim, Group Personal Accident and Group Term Life Insurance premium.

Note: The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

Sincerely yours,
For: **KPIT Technologies Limited**

R K Singh

Rajesh Kumar Singh
Global Head - HR

Dujarkar

Agreed & Accepted
(Vinit Gujarkar)

AISSMS COLLEGE OF ENGINEERING PUNE

Dujarkar

22

Cognizant 22

Letter of Intent (LOI)

Superset ID: 2216876

January 07, 2022

Dear Rasika Bharat Hasurkar,

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 Analyst 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 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. 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 2 weeks from the date of the LOI. Hence, you are requested to accept or decline the LOI within 2 weeks 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





SIEMENS

ANNEXURE I

Compensation Structure

Name: Ishan Gupta

Position Level: 12

Date: 16 February 2022

Business Title: Graduate Trainee Engineer

Division: SMO

Compensation Structure		
Sr. no.	**Heads of Payment**	**Compensation (Rs.)**
(A)	Basic Salary p.m.	15,000
(B)	Base Flexible Pay (BFP) p.m. (Includes Meal Card @ Rs.2,200/- p.m.)	24,147
	Total Allowances / Benefits p.m.	24,147
(C)	Base Pay p.m. (A + B)	39,147
	Retirals p.m.	
	Co. Contribution Provident Fund (12 % of Basic)	1,800
	Co. Gratuity Provision (4.8% of Basic)	720
(D)	Total Retirals p.m.	2,520
(E)	Total Fixed Pay (TFP) p.m. (C + D)	41,667
(F)	Target Pay p.a. (E * 12)	5,00,000
Insurance Benefits		**Sum Assured (Rs.)**
Group Health Insurance Policy coverage p.a. (with a provision of enhancement of the base cover upto 200%)		2,00,000
Group Personal Accident Insurance coverage p.a.		40,00,000
Group Term Life Insurance coverage p.a.		5,00,000
EDLI coverage		6,00,000
Leave (Notional monetised value of 22 earned leaves for full year)		11,000
ESI coverage		Not applicable as gross salary above ESI eligibility

For Siemens Technology and Services Pvt. Ltd.

Authorised Signatory

As per company policy, the entitlement of gratuity will be the actual eligible amount calculated in line with the Payment of Gratuity Act, 1972, without any upper cap. However any amount above ₹ 20 Lacs (If applicable) will be subject to income tax as per rules.

National Pension Scheme (NPS) can be opted for after joining.

Statutory Bonus will be paid to eligible employees as per Payment of Bonus (Amendment) Act, 2015.

All present & future taxes related to your employment will be borne by you.

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SIEMENS

Annexure II

Service Conditions

1. **Service Conditions Overall**

You shall serve the company diligently, faithfully and to the best of your skill and ability. You shall perform the duties entrusted to you with high standard of initiative, efficiency and economy. You shall at no time refuse to do any work/activities as allotted to you by your supervisors. You shall endeavor to increase your knowledge and skill through execution of jobs assigned to you from time to time.

You will be governed by rules, regulations and service conditions (as mentioned in the attached Annexures), applicable to the employees of your level working in the establishment of the company in which you will be working. The Company, however, reserves the right to add, alter and amend the said service conditions as may be considered necessary from time to time.

2. **Working Hours**

You will be governed by the working hours prevailing in the establishment in which you work. You will be notified of your actual duty timings from time to time. You may be required to work in shifts as and when considered necessary by the Company.

3. **Holidays**

You will be entitled to paid holidays as decided by Management. Such list of holidays will be notified at the beginning of the year.

4. **Work Location**

You are initially appointed to work in the location noted in the above letter. Based on business requirements, you may be temporarily or permanently transferred to any company forming part of Siemens or to its associate companies or business associates anywhere in India or overseas at the sole discretion of the company. You may be required to furnish a specific Service Agreement/Deputation Agreement if you are sent abroad for the purpose of training or Company's business.

5. **Probation and Confirmation**

You shall be on probation for a period of six months with effect from your start date. The probation period may be extended by the company at its sole discretion. During the period of probation, or any extension period thereof, there is one month's notice on either side.

On successful completion of the probation period, you shall be deemed automatically confirmed unless your probation period has been extended with a probation extension letter provided in advance.

As a confirmed employee there is three months' notice on either side. Kindly note that the Company reserves the right to claim compensation (@target pay) for any notice period not served. However, you cannot pay the company in lieu of the notice to be served.

Termination of employment will require one/three months' notice (as applicable for probation/confirmed status) or salary in lieu of notice.

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6. **Retirement**

All employees will retire from the Company on attaining superannuation at the age of 60 years. However, the Company at its sole discretion, may decide to retire an employee prior to the employee attaining the age of superannuation.

7. **Maternity/Childcare Facilities for Women employees**

As part of the Company's efforts to support work life balance for women employees during and post maternity, apart from fully complying with the provisions of the Maternity Benefit Act, 1961 the Company also extends additional facilities such as extended paid/unpaid leave etc. For details of the Company policy on Maternity Benefit please refer to the Policies section on the Intranet.

8. **Confidentiality**

Please note that your compensation is personal and strictly between you and the Company. It has been determined based on numerous factors such as your education, experience, specific skills and professional merit. We advise you to use discretion in handling this information and any subsequent revisions made therein.

9. **Background Verification**

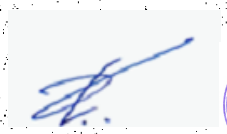
Your appointment is conditional upon satisfactory reference and background checks (education, employment history and other details furnished by you in your application). It is also contingent upon your ability to work for the Company without restriction (e.g. non-compete obligations or other restrictive clauses with any previous employer). In case any information given by you is found false or incorrect at any point in time of your employment, the appointment will be deemed void ab initio and liable for termination without any notice or salary in lieu of notice.

10. **Residential Proof**

The address as indicated in your application shall be deemed to be correct for sending any communication to you. Any communication sent to you at the given address shall be deemed to have been served upon you. You shall inform the change in residential address, if any, in writing to the HR Department within three days from the date of such change.

11. **Programmes and Initiatives**

In order to remain competitive our Company undertakes number of programmes or initiatives like Benchmarking, Continuous Improvements, Cost reduction, Training and Development, reorganisation etc. You are required to actively participate and contribute to such programmes or initiatives.





SIEMENS

Annexure III

Terms & Conditions of Employment – General

Employee shall observe and conform to such duties, directions and instructions as communicated to him by the Company and those in authority over him.

Employee shall not at any time hereafter, without the consent in writing of the Company except under legal process, divulge or utilize any matter relating to the Company's transactions or dealings, which are of confidential nature.

Employee shall not use any of the designs, drawings, software, literature, and machines etc. of the Company for any purpose other than Company's business.

All software including packages as well as its associated documentation developed by the employee in the course of the duties shall be sole and exclusive property of the Company.

Employee shall be true and faithful to the Company in all his accounts, dealing and transactions, relating to the business of the Company and shall at all times, when required, render a true and just account thereof to the Company or such persons as shall be authorized to receive the sum.

Employee shall not during the continuance of his employment, without the consent of the Company in writing, be employed or interested, directly or indirectly in any other trade or business, employment or occupation whatsoever and will devote the whole of his time and attention to his duties.

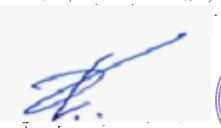
Employee shall be responsible for safekeeping and return, in good condition and order, of all Company's property, which may be in his use, custody or charge.

A high standard code of conduct is expected from an employee and any behavior reflecting unfavorably on him or the Company is questionable and liable for disciplinary action. Employee shall also ensure compliance to the Business Conduct Guidelines (BCG) that are globally binding rules for all employees applicable across Siemens companies, the details of which are available on the HR Intranet. In addition, The BCG declaration form (available on the HR intranet) is required to be signed by every employee upon joining/promotion and once in every two years thereafter.

Employee shall abide by the information security policy of the organization and adhere to it.

At the time of separation from the services of the Company, the employee is expected to settle all his outstanding dues towards the Company including the Liquidated Damages, if any, etc. at once. In case of any default/ delay in settlement of outstanding dues, the Company will be free to recover such dues by appropriate means, with interest at the market rate.

Employee shall also be required to abide by terms and conditions in addition to those mentioned above which are in force for the time being or may be framed from time to time.





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Annexure IV
INTELLECTUAL PROPERTY RIGHTS & KNOW-HOW
TERMS AND CONDITIONS OF EMPLOYMENT AGREEMENT

a) Company shall own all rights, titles and interests in the Intellectual Property which includes but not limited to all Work product and Know-How (including inventions, ideas, experiences, concepts, algorithms, designs, tools, trade secrets, source code, technical documentation, program development components, technologies, expert reports etc.) created/conceived by the Employee during the tenure of their employment with the Company. The Employee undertakes to waive and not assert any moral rights which may accrue to the Employee in respect of the Intellectual Property.

b) Employee shall disclose to the Company promptly in writing about any Intellectual Property including the Work product and the Know-How (tangible and intangible form) conceived/created during the tenure of their employment with the Company.

c) Company and its affiliates shall have right to seek statutory protection of the Intellectual Property in the form Intellectual Property Rights (IPRs) including Patents, Trademarks, Copyrights, Utility Models and/or Industrial Designs. Company and its affiliates shall be free to use, exploit, maintain and permit to lapse such IPRs.

d) If by operation of law or otherwise, any or all work product or any component or element thereof, is deemed to be the IPRs of the Company, the employee hereby agrees to assign, irrevocably and to the fullest extent permitted by law, to the Company and its affiliates, its successor and assigns, ownership of all such IPRs.

e) Employee agrees to cooperate with the Company to do whatever is reasonably necessary to secure and maintain the IPRs of the Company and/or establishing Company's rights over Intellectual Property during the course of their employment as well as after termination of the employment.

f) Employee shall not publish/present orally or in written form, except with the express written consent of Company, any information in related to the Intellectual Property including the Work product and Know-How in any form on third party platforms/ third party during the course of their employment as well as after termination of the employment.

g) Employee shall obtain necessary clearance from the Intellectual Property department of the Company before the last date of employment with the Company. Employee shall disclose to the Company promptly in writing about any Intellectual Property conceived/created during tenure of employment with the Company before the last date of employment with the Company. Upon termination of his/her employment, the Employee agrees to immediately return all tangible embodiments of the Intellectual Property, including but not limited to data, drawings, documents, and notes developed during their employment. Employee shall not make any copies or attempt to recreate the tangible embodiments of the Intellectual Property post termination of his/her employment with the Company.

h) Employee shall inform the Company at the commencement of his employment with the Company of all Intellectual Property previously made by him, which he is not precluded by contract from disclosing to the Company and for which an application for a patent or for a registered design has not yet been made. The Company will be free to adopt any of the Employee's Intellectual Property disclosed to the Company at the commencement of his employment with the Company and conceived during his employment with the Company, and to assign to others the right to adopt it, and the Company will be absolutely entitled to any industrial or commercial protection rights anywhere in the world including rights arising from the obtaining of letters of patent or design registration in respect of such Intellectual Property. The Company will notify to the employee if and to what extent the Company will adopt the said rights.

AISSMS COLLEGE OF ENGINEERING PUNE

SIEMENS

Annexure V

Joining Formalities

Please bring the following documents with you at the time of joining, with your originals also for verification.

1. This Offer Letter with your original signature (for hand over to Company) – *On joining, this letter serves as your official Appointment Letter*
2. Photocopy of birth certificate / S.S.C. certificate / mark sheet (2 copies)
3. All educational documents from 10th to highest education / semester wise mark sheet & provisional / convocation certificate (2 copies)
4. Photocopy of all previous employment / experience certificate / relieving certificate
5. Photocopy of passport / ration card / driving license / Aadhar card (3 copies)
6. Photocopy of PAN / acknowledgement of PAN application (3 copies)
7. To apply for PF transfer please bring the below necessary information:
   - PF number / EPS number
   - Previous employer contact details to contact for PF related communications
   - Whether previous company PF is maintained by Trust or RPFC account
   - RPFC office or PF trust address
   - Bank account number & Bank IFSC Code
8. To use your existing ICICI or HDFC Bank for your salary account, please bring a void cheque

If you have any questions, please contact us at:

- AskHR: Phone: 1-800-419-6677 (toll free number)
- Monday till Friday between 6.00 am to 8.00 pm



Johnson Controls (India) Private Limited
Registered Office Address: 3rd Floor,B2 Tower,
Cerebrum IT Park, Kalyani Nagar,
Pune-411014, Maharashtra, India
Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U33130PN1995PTC188911

(48)

Johnson Controls

23rd August, 2022

Mr. Kedar Pawar
D-B-18, Chandrangan Housing Society
near Chintamani DnyanpeethAmbegaon Pathar, Pune - 411046

Dear Kedar,

OFFER OF EMPLOYMENT

With reference to your application and subsequent interviews you had with us, we are pleased to offer you an appointment as **Graduate Engineer Trainee - Global Sales Support COE** at Pune for this position you will report to Jyoti Kulkarni – Engineering Manager

You are advised to join us on or before **22nd September, 2022.** Your detailed appointment letter will be issued to you on your accepting this offer and completing the pre joining formalities. This offer is valid for acceptance for a period of 3 working days from the date of issue.

While joining you are requested to produce following documents in original along with Xerox copy of each.

1. Educational Certificates
2. Relieving letter from previous 3 employers, if applicable
3. Previous employment experience certificates, if any.
4. Last Pay certificate/ slip, if any.
5. Last appraisal letter
6. Latest passport size color photograph- 08 nos
7. School leaving certificate
8. Pancard Copy, Mandatory
9. Aadhar Card, Mandatory
10. Passport Photocopy, if available
11. Cancelled Cheque of existing valid Savings Bank A/C
12. Provident Fund – UAN No. (Universal Account Number)

Please note that as a part of the hiring process, we would also be undertaking your Background Verification Check. We will share an application form as consent for conducting the said check and request you to return the completed form.

As a confirmation of your acceptance, please sign one copy of this offer and return it to us.
We look forward to having you on board soon.

Yours sincerely,
For Johnson Controls (India) Private Limited

Divya Jha
Director – Human Resources

BSSMS COLLEGE OF ENGINEERING PUNE

Johnson Controls (India) Private Limited
Registered Office Address: 3rd Floor,B2 Tower,
Cerebrum IT Park, Kalyani Nagar,
Pune-411014, Maharashtra, India
Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U33130PN1995PTC188911

Johnson Controls

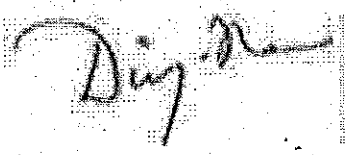
Salary Annexure

Name of the Employee : Kedar Pawar
Designation : Graduate Engineer Trainee
Location : Pune

Proposed Salary Component	*Amount (INR)*	
	Per Month	*Per Annum*
Basic Salary	15008	180100
House Rent Allowance	7504	90050
Conveyance Allowance	1600	19200
Food Allowance	2200	26400
Leave Travel Allowance	4500	54000
Statutory Bonus	1400	16800
Balancing Allowance	6931	83175
Gross Salary	**39144**	**469725**
Provident Fund	1801	21612
Gratuity	722	8663
Cost To Company (CTC)	***41667***	***500000***
Confirmation Bonus* (paid after completion of 12 months from date of joining)		***60000***

- ***Confirmation Bonus*:** This confirmation bonus shall be paid after the completion of 12 months of training period from the date of joining. This amount will be recovered in full, incase employee exits within 12 months from date of payout.*
- ***Note:** By signing off this offer letter, I hereby acknowledge that my performance will be evaluated during probation period and my completion of mandatory compliance trainings is also a condition for completion of probation.*

Yours sincerely,
For Johnson Controls (India) Private Limited



Divya Jha
Director – Human Resources



(28)

EMPLOYMENT OFFER LETTER

Capgemini Ref: 6360585/1471662,

09/14/2022,
Saurabh Sandip Jangam.

Dhankanhe,Roha,Raigad,
Raigarh, Maharashtra
India.

Confidential

Dear Saurabh Sandip Jangam,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Capgemini Technology Services India Limited ('Capgemini ' or 'Company') starting from 09/22/2022 (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be Analyst/A4.

B) You will be required to work at the Company's offices in Mumbai.

C) You have to report by 9:00 am at Mumbai office, for joining formalities and contact security at the main gate for your entry pass at:

Address
Capgemini knowledge Park(SEZ),IT3/IT4, Airoli knowledge Park,Thane Belapur Rd,
Airoli, Navi Mumbai, Maharashtra - 400708

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 400,010.00 (Rupees Four Lakh And Ten Only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives/skill based allowance as applicable to you. The Company shall deduct tax at source and any other applicable taxes at the time of making payment.

The breakup of your all-inclusive annual target compensation is as follows:





Analyst

Total Cost to Company (CTC). Rs.400,010.00

Monthly Components	Per Month	Annualized
Basic	Rs.15,000.00	Rs.180,000.00
House Rent Allowance	Rs.9,000.00	Rs.108,000.00
Other Allowances and Reimbursements – 1 #	Rs.1,890.00	Rs.22,680.00
Other Allowances and Reimbursements – 2 +	Rs.839.00	Rs.10,068.00
Advance Statutory Bonus ++	Rs.3,149.00	Rs.37,788.00
Gross monthly salary	Rs.29,878.00	Rs.358,536.00
Capgemini's contribution to PF '	Rs.1,800.00	Rs.21,600.00
Gratuity (accrual only)		Rs.8,664.00
Total Fixed Compensation		Rs.388,800.00
Total Cash Compensation		Rs.388,800.00
Benefits		
Medical, Accident & Life Insurance Premium		Rs.11,210.00
Total Cost to Company		Rs. 400,010.00

You need to choose any of the following optional instruments that are a part of the Other Allowance and Reimbursements - 1. Balance amount that is not claimed will be paid as Taxable on monthly basis after withholding taxes.

Other Allowance & Reimbursements - 1	Annualized
Remote Working Allowance	19,800.00
Books and Journals	24,000.00
Professional Pursuit	180,000.00
Conveyance Allowance	63,600.00



A.Y. 2021-22

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Technosoft Engineering
Innovation ★ Reliability ★ Flexibility

www.technosofteng.com

Date: October 27, 2022

To,
Mr. Himanshu Abhiraj
S/O Dinesh Kumar Mahto, Qurter no. R-6/5B,
New Navy Nagar, TIFR, Colaba, Mumbai,
Mumbai, Maharashtra, 400005.

OFFER LETTER

Dear Himanshu,

We are pleased to offer you the position of **Technical Content Engineer** in Technosoft Engineering based on the interview discussions you had with us.

Following are the basic Terms & Conditions of this offer:

1. Your Cost to the Company will be as follows:

The compensation package will be subject to Income Tax regulations in force from time to time.

   i) **Total CTC: INR 2, 20, 160 per annum.**

2. You would be on a Probation period for 6 months from your Date of Joining.

3. You would report to a Project Leader of Technosoft Engineering Projects Ltd.

4. Your date of commencement of Employment will be on or before **November 07, 2022.**

5. Location: You will be based at our **Thane Development centre.**

6. This offer is conditional upon you agreeing to and abiding by Technosoft Engineering "Confidentiality Covenant and Limited Non-Solicitation / Non-Compete Agreement

7. Notice Period: Either party may agree to terminate this employment by giving 1 month notice in writing (Applicable during probation period too).

8. If an Employee does not successfully complete the probation period of 6 months:

   i) He/she would not be entitled to receive any Annual Pay-out.

Wish you a long and rewarding career with Technosoft Engineering.

Kindly return a signed copy of this letter as a token of your acceptance of the offer, confirming your date of joining.

Best Regards,

For **Technosoft Engineering**

Dharmesh Gohil
Business Unit Head
IT & IT Enabled Services

ASSMS COLLEGE OF ENGINEERING PUNE

Accepted & Agreed

Himanshu

Himanshu Abhiraj

Technosoft Engineering Projects Ltd.		
Proposed Salary Structure		
Name	**Mr. Himanshu Abhiraj**	
Designation	**Technical Content Engineer**	
Department	**ITeS**	
Date of Joining	**07-Nov-22**	
Description	**Monthly Salary**	**Annual Salary**
Basic Pay	15050	180600
HRA 10%	1505	18060
Monthly Salary	**16555**	**198660**
Statutory Component		
ESIC	538	6456
PF	0	0
Monthly Statutory Component	**538**	**6456**
Annual Benefits		
Bonus (8.33%)		15044
Annual Benefits Amount		**15044**
	TOTAL ANNUAL CTC	**220160**
Monthly Deduction		
Profession Tax	200	
PF	0	
ESIC	124	
I. Tax (As per actuals)	0	
Total Deductions	**324**	
Net Take Home	**16231**	

1. All Reimbursement will be paid as per prevailing IT rules and company policies in effect from time to time.

2. The above compensation package will be subject to Income Tax regulations in force from time to time.

3. Additional Leaves 20 Days.

Authorized Signatory

Dharmesh Gohil
Business Unit Head
IT & IT Enabled Services

Himanshu

2021-22.

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Ishan Gupta
Graduate Trainee Engineer
AISSMS
1, Kennedy road, Near RTO Pune,
Maharashtra, 411001

Name Mannan Bobde
Department RC-IN P&O TA

E-mail mannan-nasim.bobde.ext@siemens.com

Our reference 298944/8045976
Date 16 February 2022

Dear **Ishan,**

We're really excited you want to join Siemens and further your career with us.

We are pleased to offer you the position of **Graduate Trainee Engineer** starting **04 July 2022** in **SMO** Division in **Pune** Location.

Your annual compensation, calculated on a cost-to-company basis, is **Rs. 5,00,000 /- p.a. (Rupees Five Lakhs Only)**, with the details provided in **Annexure I**. On successful completion of your probation period, your Target Pay will be incremented by Rs. 50,000/- and the Position Level will be PL11. The Position Title and Designation will be according to the position that you will be assigned based on business needs. This is a one-time increment and all future increments will be subject to annual performance cycles.

Your appointment is based on the terms and conditions provided in the attached Annexures with a few points to note here:

1. **Start date** – We look forward to you joining us, and in the unfortunate event you do not join us on your confirmed start date, your appointment will automatically be withdrawn. Please note that your date of joining the organization will be maintained in the electronic employee master of the Company, known as your "Seniority Date" and shall be considered as final.
2. **Office location** – You are initially appointed to work in our **Pune** office.
3. **Residence proof** – The address in your application shall be deemed to be correct for sending any communication to you.
4. **Date of birth** – Based on your declaration we have recorded your date of birth as **20 May 2000**
5. **Offer** – The Company reserves the right to withdraw this employment offer/conditional appointment before or after the start date, due to background/reference checks not being satisfactory and or there being restrictions on your ability to work with us. However, the above-mentioned reasons are not necessarily exhaustive, and the decision of the Company is final and binding.

AISSMS COLLEGE OF ENGINEERING PUNE

SIEMENS

We welcome you as a member of Siemens family and look forward to your long and fruitful association with us. Kindly return the duplicate of this letter, signed in the place indicated, confirming your understanding and acceptance of the above and enclosed Annexures.

Yours faithfully,
Siemens Technology and Services Pvt. Ltd.

Krishnaswamy Rajeshwari

Digitally signed by Krishnaswamy Rajeshwari
DN: cn=Krishnaswamy Rajeshwari, o=Siemens, ou=Employee, mail=rajeshwari.krishnaswamy@siemens.com
Date: 2022.02.16 21:44:15 +05'30'

Rajeshwari Krishnaswamy

Chief Manager – Human Resources

Acceptance of Terms & Conditions of Employment

I hereby agree that I have read and understood the terms and conditions as stated in this letter (reference no **298944/8045976** dated (**16 February 2022**) plus the enclosed Annexures and accept employment with **Siemens Technology and Services Pvt. Ltd.** with our internal organizational unit, job family and level code of IN-TI-BASTU-PR

Enclosures:

Annexure I – Compensation structure
Annexure II – Service conditions
Annexure III – Terms & conditions of employment
Annexure IV – Terms & conditions of employment in relation to inventions made by the employee
Annexure V – Joining formalities

Candidate Signature: _____ **Date:** _____
Ishan Gupta

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ANNEXURE I

Compensation Structure

Name: Ishan Gupta

Position Level: 12

Date: 16 February 2022

Business Title: Graduate Trainee Engineer

Division: SMO

Compensation Structure		
Sr. no.	**Heads of Payment**	**Compensation (Rs.)**
(A)	Basic Salary p.m.	15,000
(B)	Base Flexible Pay (BFP) p.m. (Includes Meal Card @ Rs.2,200/- p.m.)	24,147
	Total Allowances / Benefits p.m.	24,147
(C)	Base Pay p.m. (A + B)	39,147
	Retirals p.m.	
	Co. Contribution Provident Fund (12 % of Basic)	1,800
	Co. Gratuity Provision (4.8% of Basic)	720
(D)	Total Retirals p.m.	2,520
(E)	Total Fixed Pay (TFP) p.m. (C + D)	41,667
(F)	Target Pay p.a. (E * 12)	6,00,000
Insurance Benefits		**Sum Assured (Rs.)**
Group Health Insurance Policy coverage p.a. (with a provision of enhancement of the base cover upto 200%)		2,00,000
Group Personal Accident Insurance coverage p.a.		40,00,000
Group Term Life Insurance coverage p.a.		5,00,000
EDLI coverage		6,00,000
Leave (Notional monetised value of 22 earned leaves for full year)		11,000
ESI coverage		Not applicable as gross salary above ESI eligibility

For Siemens Technology and Services Pvt. Ltd.

Authorised Signatory

As per company policy, the entitlement of gratuity will be the actual eligible amount calculated in line with the Payment of Gratuity Act, 1972, without any upper cap. However any amount above ₹ 20 Lacs (if applicable) will be subject to income tax as per rules.

National Pension Scheme (NPS) can be opted for after joining.

Statutory Bonus will be paid to eligible employees as per Payment of Bonus (Amendment) Act, 2015.

All present & future taxes related to your employment will be borne by you.

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Annexure II

Service Conditions

1. **Service Conditions Overall**

You shall serve the company diligently, faithfully and to the best of your skill and ability. You shall perform the duties entrusted to you with high standard of initiative, efficiency and economy. You shall at no time refuse to do any work/activities as allotted to you by your supervisors. You shall endeavor to increase your knowledge and skill through execution of jobs assigned to you from time to time.

You will be governed by rules, regulations and service conditions (as mentioned in the attached Annexures), applicable to the employees of your level working in the establishment of the company in which you will be working. The Company, however, reserves the right to add, alter and amend the said service conditions as may be considered necessary from time to time.

2. **Working Hours**

You will be governed by the working hours prevailing in the establishment in which you work. You will be notified of your actual duty timings from time to time. You may be required to work in shifts as and when considered necessary by the Company.

3. **Holidays**

You will be entitled to paid holidays as decided by Management. Such list of holidays will be notified at the beginning of the year.

4. **Work Location**

You are initially appointed to work in the location noted in the above letter. Based on business requirements, you may be temporarily or permanently transferred to any company forming part of Siemens or to its associate companies or business associates anywhere in India or overseas at the sole discretion of the company. You may be required to furnish a specific Service Agreement/Deputation Agreement if you are sent abroad for the purpose of training or Company's business.

5. **Probation and Confirmation**

You shall be on probation for a period of six months with effect from your start date. The probation period may be extended by the company at its sole discretion. During the period of probation, or any extension period thereof, there is one month's notice on either side.

On successful completion of the probation period, you shall be deemed automatically confirmed unless your probation period has been extended with a probation extension letter provided in advance.

As a confirmed employee there is three months' notice on either side. Kindly note that the Company reserves the right to claim compensation (@target pay) for any notice period not served. However, you cannot pay the company in lieu of the notice to be served.

Termination of employment will require one/three months' notice (as applicable for probation/confirmed status) or salary in lieu of notice.

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6. **Retirement**

All employees will retire from the Company on attaining superannuation at the age of 60 years. However, the Company at its sole discretion, may decide to retire an employee prior to the employee attaining the age of superannuation.

7. **Maternity/Childcare Facilities for Women employees**

As part of the Company's efforts to support work life balance for women employees during and post maternity, apart from fully complying with the provisions of the Maternity Benefit Act, 1961 the Company also extends additional facilities such as extended paid/unpaid leave etc. For details of the Company policy on Maternity Benefit please refer to the Policies section on the Intranet.

8. **Confidentiality**

Please note that your compensation is personal and strictly between you and the Company. It has been determined based on numerous factors such as your education, experience, specific skills and professional merit. We advise you to use discretion in handling this information and any subsequent revisions made therein.

9. **Background Verification**

Your appointment is conditional upon satisfactory reference and background checks (education, employment history and other details furnished by you in your application). It is also contingent upon your ability to work for the Company without restriction (e.g. non-compete obligations or other restrictive clauses with any previous employer). In case any information given by you is found false or incorrect at any point in time of your employment, the appointment will be deemed void ab initio and liable for termination without any notice or salary in lieu of notice.

10. **Residential Proof**

The address as indicated in your application shall be deemed to be correct for sending any communication to you. Any communication sent to you at the given address shall be deemed to have been served upon you. You shall inform the change in residential address, if any, in writing to the HR Department within three days from the date of such change.

11. **Programmes and Initiatives**

In order to remain competitive our Company undertakes number of programmes or initiatives like Benchmarking, Continuous Improvements, Cost reduction, Training and Development, reorganisation etc. You are required to actively participate and contribute to such programmes or initiatives.





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Annexure III

Terms & Conditions of Employment – General

Employee shall observe and conform to such duties, directions and instructions as communicated to him by the Company and those in authority over him.

Employee shall not at any time hereafter, without the consent in writing of the Company except under legal process, divulge or utilize any matter relating to the Company's transactions or dealings, which are of confidential nature.

Employee shall not use any of the designs, drawings, software, literature, and machines etc. of the Company for any purpose other than Company's business.

All software including packages as well as its associated documentation developed by the employee in the course of the duties shall be sole and exclusive property of the Company.

Employee shall be true and faithful to the Company in all his accounts, dealing and transactions, relating to the business of the Company and shall at all times, when required, render a true and just account thereof to the Company or such persons as shall be authorized to receive the sum.

Employee shall not during the continuance of his employment, without the consent of the Company in writing, be employed or interested, directly or indirectly in any other trade or business, employment or occupation whatsoever and will devote the whole of his time and attention to his duties.

Employee shall be responsible for safekeeping and return, in good condition and order, of all Company's property, which may be in his use, custody or charge.

A high standard code of conduct is expected from an employee and any behavior reflecting unfavorably on him or the Company is questionable and liable for disciplinary action. Employee shall also ensure compliance to the Business Conduct Guidelines (BCG) that are globally binding rules for all employees applicable across Siemens companies, the details of which are available on the HR Intranet. In addition, The BCG declaration form (available on the HR intranet) is required to be signed by every employee upon joining/promotion and once in every two years thereafter.

Employee shall abide by the information security policy of the organization and adhere to it.

At the time of separation from the services of the Company, the employee is expected to settle all his outstanding dues towards the Company including the Liquidated Damages, if any, etc. at once. In case of any default/ delay in settlement of outstanding dues, the Company will be free to recover such dues by appropriate means, with interest at the market rate.

Employee shall also be required to abide by terms and conditions in addition to those mentioned above which are in force for the time being or may be framed from time to time.





SIEMENS

Annexure IV
INTELLECTUAL PROPERTY RIGHTS & KNOW-HOW
TERMS AND CONDITIONS OF EMPLOYMENT AGREEMENT

a) Company shall own all rights, titles and interests in the Intellectual Property which includes but not limited to all Work product and Know-How (including inventions, ideas, experiences, concepts, algorithms, designs, tools, trade secrets, source code, technical documentation, program development components, technologies, expert reports etc.) created/conceived by the Employee during the tenure of their employment with the Company. The Employee undertakes to waive and not assert any moral rights which may accrue to the Employee in respect of the Intellectual Property.

b) Employee shall disclose to the Company promptly in writing about any Intellectual Property including the Work product and the Know-How (tangible and intangible form) conceived/created during the tenure of their employment with the Company.

c) Company and its affiliates shall have right to seek statutory protection of the Intellectual Property in the form Intellectual Property Rights (IPRs) including Patents, Trademarks, Copyrights, Utility Models and/or Industrial Designs. Company and its affiliates shall be free to use, exploit, maintain and permit to lapse such IPRs.

d) If by operation of law or otherwise, any or all work product or any component or element thereof, is deemed to be the IPRs of the Company, the employee hereby agrees to assign, irrevocably and to the fullest extent permitted by law, to the Company and its affiliates, its successor and assigns, ownership of all such IPRs.

e) Employee agrees to cooperate with the Company to do whatever is reasonably necessary to secure and maintain the IPRs of the Company and/or establishing Company's rights over Intellectual Property during the course of their employment as well as after termination of the employment.

f) Employee shall not publish/present orally or in written form, except with the express written consent of Company, any information in related to the Intellectual Property including the Work product and Know-How in any form on third party platforms/ third party during the course of their employment as well as after termination of the employment.

g) Employee shall obtain necessary clearance from the Intellectual Property department of the Company before the last date of employment with the Company. Employee shall disclose to the Company promptly in writing about any Intellectual Property conceived/created during tenure of employment with the Company before the last date of employment with the Company. Upon termination of his/her employment, the Employee agrees to immediately return all tangible embodiments of the Intellectual Property, including but not limited to data, drawings, documents, and notes developed during their employment. Employee shall not make any copies or attempt to recreate the tangible embodiments of the Intellectual Property post termination of his/her employment with the Company.

h) Employee shall inform the Company at the commencement of his employment with the Company of all Intellectual Property previously made by him, which he is not precluded by contract from disclosing to the Company and for which an application for a patent or for a registered design has not yet been made. The Company will be free to adopt any of the Employee's Intellectual Property disclosed to the Company at the commencement of his employment with the Company and conceived during his employment with the Company, and to assign to others the right to adopt it, and the Company will be absolutely entitled to any industrial or commercial protection rights anywhere in the world including rights arising from the obtaining of letters of patent or design registration in respect of such Intellectual Property. The Company will notify to the employee if and to what extent the Company will adopt the said rights.

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Annexure V

Joining Formalities

Please bring the following documents with you at the time of joining, with your originals also for verification.

1. This Offer Letter with your original signature (for hand over to Company) – *On joining, this letter serves as your official Appointment Letter*
2. Photocopy of birth certificate / S.S.C. certificate / mark sheet (2 copies)
3. All educational documents from 10th to highest education / semester wise mark sheet & provisional / convocation certificate (2 copies)
4. Photocopy of all previous employment / experience certificate / relieving certificate
5. Photocopy of passport / ration card / driving license / Aadhar card (3 copies)
6. Photocopy of PAN / acknowledgement of PAN application (3 copies)
7. To apply for PF transfer please bring the below necessary information:
   - PF number / EPS number
   - Previous employer contact details to contact for PF related communications
   - Whether previous company PF is maintained by Trust or RPFC account
   - RPFC office or PF trust address
   - Bank account number & Bank IFSC Code
8. To use your existing ICICI or HDFC Bank for your salary account, please bring a void cheque

If you have any questions, please contact us at:

- AskHR: Phone: 1-800-419-6677 (toll free number)
- Monday till Friday between 6.00 am to 8.00 pm





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Ishan Gupta
Graduate Trainee Engineer
AISSMS
1, Kennedy road, Near RTO Pune,
Maharashtra, 411001

Name Mannan Bobde
Department RC-IN P&O TA

E-mail mannan-nasim.bobde.ext@siemens.com

Our reference 298944/8045976
Date 16 February 2022

Dear **Ishan,**

We're really excited you want to join Siemens and further your career with us.

We are pleased to offer you the position of **Graduate Trainee Engineer** starting **04 July 2022** in **SMO** Division in **Pune** Location.

Your annual compensation, calculated on a cost-to-company basis, is **Rs. 5,00,000 /- p.a. (Rupees Five Lakhs Only)**, with the details provided in **Annexure I.** On successful completion of your probation period, your Target Pay will be incremented by Rs. 50,000/- and the Position Level will be PL11. The Position Title and Designation will be according to the position that you will be assigned based on business needs. This is a one-time increment and all future increments will be subject to annual performance cycles.

Your appointment is based on the terms and conditions provided in the attached Annexures with a few points to note here:

1. **Start date** – We look forward to you joining us, and in the unfortunate event you do not join us on your confirmed start date, your appointment will automatically be withdrawn. Please note that your date of joining the organization will be maintained in the electronic employee master of the Company, known as your "Seniority Date" and shall be considered as final.
2. **Office location** – You are initially appointed to work in our **Pune** office.
3. **Residence proof** – The address in your application shall be deemed to be correct for sending any communication to you.
4. **Date of birth** – Based on your declaration we have recorded your date of birth as **20 May 2000**
5. **Offer** – The Company reserves the right to withdraw this employment offer/conditional appointment before or after the start date, due to background/reference checks not being satisfactory and or there being restrictions on your ability to work with us. However, the above-mentioned reasons are not necessarily exhaustive, and the decision of the Company is final and binding.

AISSMS COLLEGE OF ENGINEERING PUNE

SIEMENS

We welcome you as a member of Siemens family and look forward to your long and fruitful association with us. Kindly return the duplicate of this letter, signed in the place indicated, confirming your understanding and acceptance of the above and enclosed Annexures.

Yours faithfully,
Siemens Technology and Services Pvt. Ltd.

Krishnaswamy Rajeshwari

Digitally signed by Krishnaswamy Rajeshwari
DN: cn=Krishnaswamy Rajeshwari, o=Siemens, email=rajeshwari.krishnaswamy@siemens.com
Date: 2022.02.15 21:44:15 +05'30'

Rajeshwari Krishnaswamy

Chief Manager – Human Resources

Acceptance of Terms & Conditions of Employment

I hereby agree that I have read and understood the terms and conditions as stated in this letter (reference no **298944/8045976** dated (**16 February 2022**) plus the enclosed Annexures and accept employment with **Siemens Technology and Services Pvt. Ltd.** with our internal organizational unit, job family and level code of IN-TI-BASTU-PR

Enclosures:

Annexure I – Compensation structure
Annexure II – Service conditions
Annexure III – Terms & conditions of employment
Annexure IV – Terms & conditions of employment in relation to inventions made by the employee
Annexure V – Joining formalities

Candidate Signature: _____ **Date:** _____
Ishan Gupta

AISSMS COLLEGE OF ENGINEERING PUNE

DATACAPTEN
TECHNOLOGIES PVT.LTD

October 10, 2022.

: Confidential:

Subject: Letter of offer.

Dear Aniket,

With reference to the interview and discussions we had with you, we, on behalf of Datacapten Technologies Pvt. Ltd, are pleased to offer you the position of **"Junior Software Engineer"** and invite you to join the Datacapten Technologies Pvt. Ltd family.

Acceptance and Commencement

Your appointment will be effective **October 10, 2022** with a **3 months' probation** period starting from your date of joining. please contact us immediately if you are not able to join on the given date with a valid reason. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn with immediate effect.

To confirm your acceptance of this offer, it is necessary for you to:

- Respond via email to hr-pune@datacapten.com and communicate acceptance of the offer and confirm your date of joining.
- Please note that if you do not send your acceptance to the mentioned email id, you will not be allowed to join on the above specified joining date.
- You are requested to report at:
    - Office 301, Third Floor, Sacred World North Block, Sacred Heart Town Cooperative Society,
    - Wanawadi, Pune MH 411040.
    - Reporting Time 2:00 pm on **October 10, 2022.**
    - Kindly note, it is important to be on time on your date of joining to ensure all the joining formalities are completed.
    - If you arrive late you will not be allowed to join and must reschedule your joining date.

Your monthly gross salary would be **₹ 25, 000, i.e. ₹ 3, 00,000 (Rupees Three Lakhs only)** Per annum.

- Benefits that you are entitled as part of Hectranet family are
    - **Insurance:** Medi-claim cover worth ₹ 4 lakhs for you, your spouse and children with Star health Insurance after completion of probation period.
    - **Meals:** Free Lunch and dinner will be provided on all day except Sunday.

BSMS COLLEGE OF ENGINEERING PUNE

DATACAPTEN
TECHNOLOGIES PVT.LTD

Other benefits, terms and conditions of your employment will be accordingly to company policies as applicable from time to time.

On joining the company you shall be on probation for 3 months. During the probation period your overall performance will be reviewed from time to time and accordingly your employment confirmation would be decided. You will abide by the rules and regulations of the company as may be enforced from time to time.

We welcome you onboard and a detailed appointment letter will be given to you after your document verification process. We expect you to join on the date mentioned in the offer letter, else this offer will stand withdrawn inevitably.

Any changes in the date of joining will be communicated accordingly.

The company looks for a long-term association with all its employees and expects the same from you.

Congratulations and welcome to the Datacapten Technologies Pvt. Ltd family.

For Datacapten Technologies Pvt. Ltd.

For DATACAPTEN TECHNOLOGIES PVT. LTD.

DRBhagat

Authorised Signatory

DATACAPTEN TECHNOLOGIES PVT. LTD.

Namrata Bhagat
Office Admin, Pune Branch.
Datacapten Technologies Pvt. Ltd.

Registered Office :- Office 301, Third Floor, Sacred World North Block, Sacred Heart Town Cooperative Society, Wanawadi, Pune MH 411040.
Email - admin-pune@datacapten.com Tel No. : 91 20-41261999

Branch Office :- Ground Floor, Wellington Cresent Bldg, 6/2 Pycrofts Garden Road, Chennai, TN 600006
Email - admin-chennai@datacapten.com Tel No. : 91 9890200088

CIN : U72900PN2015PTC156800

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VSN

FORBES MARSHALL

Forbes Marshall
Krohne Marshall
Forbes Vyncke
Forbes Marshall Arca
Codel International
Forbes Solar
Forbes Marshall Steam Systems

HR: BK: SN: SC: Offer: 12

13th April, 2022

Krutika Surendra Jagtap

Flat no 7, Sai Suman Apartment Bhairavnagar,behind Kailasdham fitness centre lane no 9, Dhanori Road Pune 411015

Dear Krutika,

Based on our meeting earlier, we intend to offer you a position in our Organization as Graduate Trainee Engineer at Forbes Marshall, PB#29, Old Mumbai - Pune Highway, Kasarwadi, Pune, Maharashtra 411034.

At the time of joining you will be issued a formal Appointment letter. Your appointment will be subject to you being found medically fit & salary details are genuine. On your day of joining you will need to provide us with -

1. Four Passport size colour photographs with White background.
2. Two Copies of your Educational Qualifications:
   - 10th passing certificate
   - 12th passing certificate
   - Degree/ Diploma & other qualifications
3. PAN card
4. ICICI Bank Account number
5. Aadhar Card

Please sign the enclosed copy of the letter and send it to us as a token of your acceptance. We welcome you to our Forbes Marshall Organization.

Thanking you,

Yours faithfully,

For FORBES MARSHALL

Sanyucta Chakravarty

L&D Lead

AISSMS COLLEGE OF ENGINEERING PUNE

NAME	**Krutika Jagtap**
DESIGNATION	**Graduate Trainee Engineer**
BAND	**Trainee**

	AMT (P.M.)	TOTAL		
BASIC SALARY	18720			
PERFORMANCE ALLOWANCE	18620			
		37340		
PROVIDENT FUND	2246		12% of basic	
MEDICAL	417			
PROJECT STIPEND	10000			
		12663		
Gross P.M.		**50003**	Annual Gross (P.A.)	**600037**



28
28

zensar

Ref: 0081559_3/1639340 Dated: January 8, 2022

To
Anuja Joshi

Sub: Offer of Employment

Dear Ms. Anuja Joshi,

Thank you for the keen interest you have shown in joining our organization. With reference to the interview and the discussions you had with us recently, we are pleased to offer you a career at Zensar. Please accept our heartiest congratulations and warm welcome to the Zensar family.

Your date of joining will be communicated to you separately.

Your 'Annual Compensation' is attached herewith as in Annexure – A.

The terms and conditions of employment are in Annexure-B.

You shall be required to work from any of the Zensar office location or as may be instructed by Zensar at the time of joining.





CIN: L72200PN1963PLC012621 www.zensar.com Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune 411014

Tel: +(20) 6607 4000, 2700 4000
+(20) 6605 7888

zensar

Please note, this job offer will be contingent upon results of your final year examination. Zensar reserves a right to withdraw this offer in case you fail to satisfactorily perform / pass the exam. Also, the offer is conditional to verification of documents listed in Annexure C.

Please confirm your acceptance, in writing via email within 10 days after receiving this letter.

Yours Sincerely,

For Zensar Technologies Limited

Sanjeeva Maithani

Vice President – Human Resources

Encl:Annexure – A (Salary Structure),

Annexure – B (Terms and Conditions of employment)

Annexure – C (Document Check List)

AISSMS COLLEGE OF ENGINEERING PUNE

An RPG Company

CIN: L72200PN1963PLC012621
Tel: +(20) 6607 4000, 2700 4000
+(20) 6605 7888

www.zensar.com

Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune 411014

zensar

Annexure – A

Name: Anuja Joshi
Designation: Jr. Software Engineer
Grade : G0

Component	Annual Gross (INR)	
Basic	192000	Base salary component.
Customized Allowance Pool*	159725	This is used towards HRA / CLA, LTA, Medical Allowance and Children's Education. You may want to split the basket as per your tax plans.
Bonus	16000	Paid out as per the Payment of Bonus Act if Basic is less than 21000
Total	367725	
Company's contribution to PF	23040	12% of Basic
Gratuity	9235	As per Gratuity Act
Gross Compensation	400000	
Group Personal	6864	Sum Insured is Rs. 11,50,000/-

AISSMS COLLEGE OF ENGINEERING PUNE

A.Y. 2021-22

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TECH
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Aishwarya

Associate ID

958892

Authorised Signatory

TECH Mahindra

Tech Mahindra Ltd.
Wing – I & II, Oberoi Garden Estate,
Off. Saki Vihar Road, Chandivali,
Andheri East, Mumbai – 400072
(Maharashtra) India

techmahindra.com

01-Apr-2023

Aishwarya Kadu
1111 B Shivakalyan Nagar
Sutardara Lane Number 12
Jidnyasa Learning Centre
Kothrud
Pune
0

Welcome to Tech Mahindra Ltd.

Dear **Aishwarya,**

It is our pleasure to welcome you to Tech Mahindra Limited.

Pursuant to the Order issued by the National Company Law Tribunal, Tech Mahindra Business Services Limited (hereinafter referred as TMBS) stands merged with Tech Mahindra Limited (hereinafter referred as TML) and accordingly, your employment stands transferred to Tech Mahindra Limited effective from 1st April 2023.

Upon your movement to Tech Mahindra Limited, your employment will be governed by the terms and conditions as specified in **Annexure-A** and applicable Company Policies of TML, in addition to the terms and conditions to your employment agreement with TMBS. For avoidance of doubt, the employment agreement with TMBS and Hutchison 3 Global Services Pvt. Ltd. / Hutchison Tele-Services (India) Pvt. Ltd., if applicable, survives post-merger with Tech Mahindra Limited, unless amended in writing.

Your tenure with Tech Mahindra Business Services Limited effective from 30-Mar-23 to 31-Mar-23, will be considered for continuity of service and all retirement benefits related to your employment, with Tech Mahindra Limited.

Your leave balance with TMBS as on 01-Apr-23 will be carried forward to TML.

Your employee ID with TML is **958892.** Your remuneration package will be as specified in **Annexure-B.**

We believe the journey ahead will provide many more exciting opportunities for us to Live, Work and Play the TechM Way together. We look forward to your continued commitment as we RISE to new heights.

For Tech Mahindra Limited.

Mukul Sah
Group Head – HR & RMG

TECH mahindra

Tech Mahindra Ltd.
Wing – I & II, Oberoi Garden Estate,
Off. Saki Vihar Road, Chandivali,
Andheri East, Mumbai – 400072
(Maharashtra) India

techmahindra.com

Annexure – A

Additional Terms & Conditions of Employment

1. Upon your transfer, your work role would be designated as **Advisor-Customer Relations** on **U1** band. You can continue to use the Business Title for official external communication with Clients, including other business associations, or as directed by TML.

2. **Work Location:** You will continue to operate in Pune office.

3. **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 the Company from time to time. These policies are available on Company's intranet. You are requested to visit the site at frequent intervals to get all updates / changes. You consent that you will visit the intranet site and get familiar with the Company's policies. The Company 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.

4. **Leave:** Leave Calendar Year starts from January and ends in December each year. Proration of leaves will apply based on date of joining/ transfer, date of separation and leave-without pay, if any during the year. The following are the key leaves / holidays applicable to you, you may refer to TML Leave Policy for more details:

    - Earned leave eligibility of 21 paid working days continues, accrued at the rate of 1.75 days of leave for every month worked.
    - Casual leave stands withdrawn effective 1st Apr.'23 and it has been replaced with a plethora of other leave categories.
    - Public Holidays increased to 9 Working Days + 1 Optional Holiday in a calendar year.
    - Hospitalization leave of 6 working days
    - Maternity leave of 26 weeks
    - Child adoption leave of 12 weeks
    - Paternity leave of 5 days
    - Marriage leave of 1 working day
    - Bereavement leave of 3 working days

    Leave carry forward limit, leave accumulation limit and yearly encashment of excess leaves will change after 1st Apr.'24, applicable from Calendar Year 2024 onwards, you may refer to Integration related FAQs for further information on the same.

5. **Notice Period:** This will be in line with the terms specified in your employment agreement and / or promotion letter whichever is later. The following will be the applicable notice period for associates in Band U1 & U2 – 30 days, Band U3 & U4 – 60 days, Band P1 & above – 90 days, as per company policy.

For Tech Mahindra Limited.

Mukul Sah
Group Head – HR & RMG

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TECH
mahindra

Tech Mahindra Ltd.
Wing - I & II, Oberoi Garden Estate,
Off. Saki Vihar Road, Chandivali,
Andheri East, Mumbai - 400072
(Maharashtra) India

techmahindra.com

Annexure - B

NAME	**Aishwarya Kadu**
TITLE	**Advisor-Customer Relations**
BAND	**U1**
LOCATION	**Pune**

COMPONENTS	**Per Annum** (All figures in Indian Rupees)
BASIC	195,000
HRA	19,500
STATUTORY BONUS	16,244
EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND	23,400
EMPLOYER'S CONTRIBUTION TO ESI	0
PERSONAL PAY	99,856
TOTAL FIXED PAY..... (A)	**354,000**
TOTAL VARIABLE PAY (TVP)..... (B)	**36,000**
ADDITIONAL BENEFITS..... (C)	**17,130**
GRATUITY	9,375
INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAI)	7,755
TOTAL COST TO COMPANY..... (D) = (A) + (B) + (C)	**407,130**

Notes

1. **Salary:** Your salary will be paid monthly through bank transfer on the last day of the month. Disbursement of Salary is subject to your regular attendance and having Permanent Account Number (PAN) details updated in the company's record.

2. **Salary Components:** There are nomenclature changes to some of salary components:
   a. 'Management Allowance' replaced with 'Flexi Benefits Pay' in TML
   b. 'Other Allowance' replaced with 'Personal Pay' in TML
   c. 'Skillset Allowance' replaced with 'Special Allowance-II' in TML

3. **Statutory Bonus,** if given above / applicable as per the Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance along with your regular salary.

4. **Total Variable Pay (TVP)** Maximum amount mentioned is based on 100% performance; TVP shall be payable as per Variable Pay Program basis Performance as applicable for the period.

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TECH
mahindra

Tech Mahindra Ltd.
Wing – I & II, Oberoi Garden Estate,
Off. Saki Vihar Road, Chandivali,
Andheri East, Mumbai – 400072
(Maharashtra) India

techmahindra.com

5. **Insurance:**
   a. **Group Health Insurance** (GHI): You will continue to be covered under the existing TMBS medical insurance cover till the policy expiry on 29-Jun-2023, post which all the transferred employees will be moved to TML's Medical Insurance policy from 30-Jun-2023 onwards.
   b. **Group Term Life Insurance** (GTLI) & **Group Personal Accident Insurance** (GPAI): You will continue to be covered under the existing TMBS insurance plan till the policy expiry on 31-Dec-2023, post which all the transferred employees will be moved to TML Insurance policy from 01-Jan-2024 onwards.

6. **Statutory Deductions:** Company shall make necessary statutory deductions from your gross salary and directly pay on your behalf to the concerned authorities. In the instances where the Company is not under an obligation to make these deductions, you will agree to make such payments to the concerned authorities directly. And also, you shall, upon request by Company, provide documents/proofs of such payments.

7. **Others:**
   a. For purpose of contribution to PF, Gratuity, Superannuation, if any, and encashment of leave, notice period etc., computations will be on Basic Pay.
   b. Please note that the salary, allowances and all other payments/benefits will be governed by Company's rules as well as statutory provisions in force from time to time and subject to deduction of appropriate taxes at source.
   c. Gratuity shall apply as per the 'Payment of Gratuity Act 1972'.

For Tech Mahindra Limited.

Mukul Sah
Group Head – HR & RMG

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Meehika Khair

RIA ADVISORY LLP.
EMPLOYMENT AGREEMENT

This Employment Agreement is between you, the individual whose name and signature appears in the signature block of this Agreement ("you" or "Employee"), and RIA ADVISORY LLP. that maintains an address for business at Unit 25, Building V-1, Mehra Industrial Compound, Sakinaka, Andheri - East, Mumbai - 400072("RIA Advisory" or "Company").

This Agreement describes the commitments that the Company is making to you, and which you are making to the Company, with regard to your employment at RIA Advisory LLP. Please read this Agreement carefully and if it is acceptable to you, please sign where indicated below and return the signed version to Company. Be sure to keep a copy of this Agreement for your records.

Please note, if this Agreement is pre-signed by the Company then the Company must receive your signed version of this Agreement within **fifteen (15) business days** following the date of the Company's signature, below. If the Company does not timely receive a signed version of this document from you (fax or .pdf/email is acceptable), then the offer of employment described below will automatically expire and be revoked.

1. Position, Responsibilities, and Term of Employment.

1.1. *Position*. The Company hereby offers you full-time employment with the Company in the position of **Associate Consultant**, starting on **1st June 2022** or Earlier ("Commencement Date"). During the term of your employment, you promise to use your best efforts to fulfill your job duties, and, further, you promise to carry out your duties in a manner that meets or exceeds industry standards. You also promise to devote your full professional and business time and best efforts to the performance of your duties for the Company and to provide those services requested of you by the Company in a diligent and forthright manner.

1.2. *Exclusivity*. During the term of this Agreement, you will not engage in any other employment, occupation or business if that activity (i) impairs or is likely to impair your ability to perform your duties for Company, or (ii) conflicts or competes with RIA Advisory LLP's business interests, or (iii) actually requires you, or is likely to require you, to use or reveal, in part or in whole, any of RIA Advisory LLP's confidential information or the confidential information of any of Company's clients. If you have any questions about whether a particular business-related activity is permitted or not, you agree that you will ask the Company for its opinion on the issue before engaging in that activity. Further, you also agree not to acquire, assume, or participate in, directly or indirectly, any position, investment, or interest that is adverse or antagonistic to the Company, its business or its prospects, financial or otherwise.

1.3. *Confidential Information*. As part of your job, you may be given access to certain information that is highly sensitive and confidential to the Company, as well as information that is confidential to the Company's clients. Such information may include, but may not be limited to, business plans, the Company's customer lists, internal memos, know-how, forecasts, pricing information, Company documents and memoranda, the Company's trade secrets, projects that are in various stages of development, as well as documents and data that are intended to support or otherwise be included in such projects (collectively, "Confidential Information"). Regardless of the form (*e.g.*, paper or

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Employment terms:

- **Joining Location** - Pune
- **Probation Period:** 6 Months from date of joining.
- **Notice Period:** 60 days
- **Starting Annual Base Salary:** INR 4,50,000.00 (Rupees Four Lacs Fifty Thousand Fixed)
- **Annual Bonus:** INR 50,000.00 (Rupees Fifty Thousand only)
  "Discretionary"; Will be dependent on Company & employee performance.
- **Health Insurance:** Company will provide Medical Insurance which will cover employee, spouses, and 2 kids.

  Employee will get insurance for their parents OR in-laws by paying the agreed premium amount with the insurance company.
- **Personal Days:** 15 days/year.
- **Sick Days:** 12 days / year.

AGREED AND ACCEPTED:

Date: 10/05/2022

RIA Advisory LLP.

DocuSigned by:
Sameer Deo
D76DA9E3A1E44F4...

By: Mr. Sameer Deo.

Date: 10/05/2022

Employee: Miheeka Khair

DocuSigned by:
Miheeka Khair
6540544AE92F405...

Employee Signature
Email: miheekakhair@gmail.com

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DocuSign Envelope ID: F5B4C621-EE07-43A9-87AD-52DC4807506F A.Y. 2021-22

(32)

RIA ADVISORY LLP.
EMPLOYMENT AGREEMENT

Mitheeka Khair

This Employment Agreement is between you, the individual whose name and signature appears in the signature block of this Agreement ("you" or "Employee"), and RIA ADVISORY LLP. that maintains an address for business at Unit 25, Building V-1, Mehra Industrial Compound, Sakinaka, Andheri - East, Mumbai - 400072("RIA Advisory" or "Company").

This Agreement describes the commitments that the Company is making to you, and which you are making to the Company, with regard to your employment at RIA Advisory LLP. Please read this Agreement carefully and if it is acceptable to you, please sign where indicated below and return the signed version to Company. Be sure to keep a copy of this Agreement for your records.

Please note, if this Agreement is pre-signed by the Company then the Company must receive your signed version of this Agreement within **fifteen (15) business days** following the date of the Company's signature, below. If the Company does not timely receive a signed version of this document from you (fax or .pdf/email is acceptable), then the offer of employment described below will automatically expire and be revoked.

1. Position, Responsibilities, and Term of Employment.

1.1. *Position.* The Company hereby offers you full-time employment with the Company in the position of **Associate Consultant**, starting on **1st June 2022** or Earlier ("Commencement Date"). During the term of your employment, you promise to use your best efforts to fulfill your job duties, and, further, you promise to carry out your duties in a manner that meets or exceeds industry standards. You also promise to devote your full professional and business time and best efforts to the performance of your duties for the Company and to provide those services requested of you by the Company in a diligent and forthright manner.

1.2. *Exclusivity.* During the term of this Agreement, you will not engage in any other employment, occupation or business if that activity (i) impairs or is likely to impair your ability to perform your duties for Company, or (ii) conflicts or competes with RIA Advisory LLP's business interests, or (iii) actually requires you, or is likely to require you, to use or reveal, in part or in whole, any of RIA Advisory LLP's confidential information or the confidential information of any of Company's clients. If you have any questions about whether a particular business-related activity is permitted or not, you agree that you will ask the Company for its opinion on the issue before engaging in that activity. Further, you also agree not to acquire, assume, or participate in, directly or indirectly, any position, investment, or interest that is adverse or antagonistic to the Company, its business or its prospects, financial or otherwise.

1.3. *Confidential Information.* As part of your job, you may be given access to certain information that is highly sensitive and confidential to the Company, as well as information that is confidential to the Company's clients. Such information may include, but may not be limited to, business plans, the Company's customer lists, internal memos, know-how, forecasts, pricing information, Company documents and memoranda, the Company's trade secrets, projects that are in various stages of development, as well as documents and data that are intended to support or otherwise be included in such projects (collectively, "Confidential Information"). Regardless of the form (*e.g.*, paper or

MSMS COLLEGE OF ENGINEERING PUNE

Voksedigital Consultancy Services LLP

05 May 2022

Offer Letter

Dear Mr Rohit Khandare,

Further to your campus selection with us we are very pleased to offer you a role of Associate **Data Engineer** with VOKSEDIGITAL CONSULTANCY SERVICES LLP (hereafter referred as "VOKSEDIGITAL" or "the company"). Your base location is Pune, you may be deputed anywhere in India or globally for projects.

Date of Joining: 01st Aug 2022 Base Location: Pune

The terms and conditions of your appointment are as below:

1. Remuneration:

Your will be entitled to a fixed monthly remuneration and a variable performance bonus. Your fixed monthly remuneration is of INR 30,000/- per month and your yearend variable performance bonus is of INR 60,000/-. Your **fixed plus variable remuneration** totals to INR **4,20,000/- pa** (INR Four Lakh Twenty thousand Only).

Your fixed monthly remuneration structure is detailed in **Annexure A**. Your yearend variable performance bonus is detailed in **Annexure B**. Deductions towards Income Tax, Profession Tax and other dues will be made in accordance with respective applicable statutes and regulations at time of payout.

2. Performance Incentives, Increments and Promotions:

Your growth and increase in the fixed component of the salary will depend solely on your performance and contribution to the company. Salary increases and promotions are normally given on an annual basis in April. The variable performance incentive payout, if applicable to you, is on an annual basis and is paid out in April for the previous financial year.

The payout is at the discretion of the company and its designated partners and is subject to the performance of the company in a financial year (April- March) in terms of company achieving the preset top-line revenue targets in INR and you achieving your individual targets set at the beginning of the financial year.

3. Probation Period

You will be on probation for a period of 6 months. Your confirmation thereafter would be subject to the satisfactory completion of the probation period. The management may at its sole discretion extend the probation for such further period as deemed fit.

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During the probation period, either party may terminate this engagement at any time by giving 1month notice or by payment of 1 month fixed monthly remuneration in lieu of notice.

4. Confidentiality

Your association with VOKSEDIGITAL will involve an opportunity to receive important and sensitive information, accordingly, you will be committed not to divulge any secret or valuable information, which is like to damage the interests of the company while in service or thereafter. All intellectual property, document, specifications, reports prepared or compiled will be company's property and you will not be permitted to take those with you either while leaving the Company's services or use those for purposes other than Company's interest during your engagement with the company. Accordingly, you are required to sign a "Consultant Agreement Regarding Intellectual Property, Confidential Information and Non-Competition" on the date of joining.

5. Leaves

There would be only one type of leave, which is the earned leave. You will be entitled to a total of 25 days of earned leave in a fiscal year. The earned leaves are credited in the end of each month on pro-rated basis in the fiscal year. For employees joining in other months, the leaves are credited on a pro-rated basis as per the date of joining. You will also be entitled to carry forward certain number of your unused leaves to the next fiscal as per the rules of the company as framed from time to time and applicable to the employees.

During your probation period you would be eligible for 10 days of earned leave. The balance days from the eligible total of 25 days, will be credited to you at the time of confirmation calculated as per your joining date on pro-rated basis.

6. No Simultaneous Employment

You agree not to undertake employment or profession, whether full time or part time as a Director/Partner/Member/Employee of any other company engaged in any form of commercial or non-commercial activity without the prior written consent of the company. The consent may be given subject to any terms and conditions that the company may think for and may be withdrawn at any time at the discretion of the company.

7. Code of Conduct

You shall be required to adhere to the company's code of business conduct and standards of ethical behavior that is expected from all employees. You shall effectively discharge your duties to the satisfaction of your superiors and in accordance with the responsibilities assigned to you. You are expected to maintain and display highest ethical and professional standards in your dealings with colleagues and other people, during your employment

ASSMS COLLEGE OF ENGINEERING PUNE

8. Past Record

If any declaration given or information furnished by ou to the company proves to be false or if you are found to have willfully suppressed any mate ial information, you are liable to be removed from the services of the company without a y notice or compensation whatsoever .In addition, the company may, at its discretion, conduct a background and reference checks to validate the details of education as well as previous employment details furnished by you.

9. Notice Period and Severance

Your appointment on confirmation is terminable by t o months' notice or two-month fixed monthly remuneration in lieu of notice subject to the company s discretion. In the event of you having any incomplete or critical assignment, the company will h ve the discretion to relieve you only at the end of the two-month notice period. The company re erves the right to terminate your services after confirmation by giving 2 months' notice or two onth fixed monthly remuneration in lieu thereof. The company also reserves the right to term inate your services without any notice or salary in lieu thereof on grounds of misconduct, dislo alty, negligence, insubordination, commission of any act involving moral turpitude or a y acts of indiscipline, or inefficiency or loss of confidence.

Notice pay and any other outstanding, which may b due from you, will be deducted from the dues payable to you on separation and or/ recover d from you.

10. Change in address

Any change in your temporary/permanent address ould be communicated in writing to the company within ten days of such change. All commun cations will be addressed to you at the address notified by you and it will be presumed tha you have received such communications.

11. Court of Jurisdiction

In case of any dispute, the Court of Jurisdiction will b e Pune.

Kindly acknowledge your acceptance of the terms a d conditions as above by signing and returning to me the duplicate copy of this letter and he "Consultant Agreement Regarding Intellectual Property, Confidential Information and N on-Competition".

I welcome you and wish you a very rewarding caree .

On Behalf of
VokseDigital Consultancy Services LLP

Tushar Sharma (Founder & CEO)

Annexure A: Fixed monthly: Name: Mr Rohit Khandare / Designation: Associate Data Engineer

Particular	Monthly	Yearly
CTC	30000.00	360000.00
BASIC	9000.00	108000.00
HRA	4500.00	54000.00
Medical Transport	3333.00	39996.00
CEA	200.00	2400.00
S Allowance	12967.00	155604.00
Gross Total	30000.00	360000.00
PT	200.00	2500.00
Income Tax*	0.00	0.00
Total Deduction	200.00	2500.00
Net Pay*	29800.00	357500.00

*. Deductions towards Income Tax and other dues will be made in accordance with respective applicable government statutes and regulations at time of payout

Annexure B: Variable Performance bonus: Name: Mr Rohit Khandare / Designation: Associate Data Engineer

You are eligible for a performance bonus of INR 60,000/- (INR sixty thousand only) to be paid out as detailed below:

- Consideration period: 1st Aug 2022 to 31st March 2023. Eligible performance bonus: 100% of INR 60,000/-. Payout month: April 2023

The actual performance bonus percentage payout is subject to the reporting manager's evaluation of your performance, discretion of the company's designated partners and the performance of the company achieving the preset revenue targets within the period of consideration in the financial year of 1st April 2022 to 31st March 2023.

The respective performance bonus payments post income tax deductions will be made in the payout month as highlighted above provided you have not resigned and are on the active rolls of the company as on the last day of the consideration periods in the financial year ie 31st March 2023 for the consideration period as above, hence in the event of your resignation anytime earlier in the financial year, the performance bonus payment will not be applicable.

Gmail

Kirtimalani Chaudhari <kbchaudhari@aissmscoe.com>

Id Proof

4 messages

ROHIT KHANDARE <khandarerohit0545@gmail.com> Tue, Mar 21, 2023 at 7:12 AM
To: kbchaudhari@aissmscoe.com

Dear ma'am,
I have joined Voksedigital company as a Data Engineer
I have attached ID proof for your reference, please find the attachment

Thanks & Regards
Rohit khandare



IMG_20230321_065709.jpg
893K

Kirtimalani Chaudhari <kbchaudhari@aissmscoe.com> Tue, Mar 21, 2023 at 8:59 AM
To: ROHIT KHANDARE <khandarerohit0545@gmail.com>

Hi Rohit
Thanks, I have received it.
[Quoted text hidden]
--
Dr. (Mrs) K B Chaudhari,
Department of E & TC,
AISSMS College of Engineering
Mob: 7774009804

ROHIT KHANDARE <khandarerohit0545@gmail.com> Tue, Mar 21, 2023 at 10:03 AM
To: Kirtimalani Chaudhari <kbchaudhari@aissmscoe.com>

As per discussion I have attached my offer letter, please find the attachment.

Thanks & Regards
Rohit Khandare
[Quoted text hidden]

Offer.pdf
9132K

Kirtimalani Chaudhari <kbchaudhari@aissmscoe.com> Thu, Mar 23, 2023 at 8:20 AM
To: ROHIT KHANDARE <khandarerohit0545@gmail.com>

Thanks, I have received it.

[Quoted text hidden]

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voksedigital

VokseDigital Consultancy Services LLP



Rohit Khandare

EMP Code : 1035

ASSMS COLLEGE OF ENGINEERING PUNE

www.voksedigital.com

PENTAGON SPACE™
Mastering The Future

35 35

CSR Campus Drive - 2022

Dear Khushboo Chakradhar Khobragade,

Greetings from Pentagon Space Pvt Ltd, Bangalore.

Congratulations on getting selected for Pentagon Space CSR Drive 2022 Batch. We are glad to inform that you have cleared all the interview process and further entitled to be one among the trainee for our CSR Batch. With regards to this program you are now eligible to get trained on JAVA FULLSTACK COURSE. The Date of Batch commencement would be officially sent to your registered mail id.

Adding to the benefits, you get

1. Industry standard course curriculum worth Rs.30,000/- offered for free inclusive of study materials.
2. Guaranteed 100 Placement opportunities.
3. Depending on your performance in the interview, the average salary package would be ranging from 3Lpa to 12Lpa.

Please accept this offer letter & fill the below mentioned details.

Name:

College Name:

Branch:

USN/ Reg Number:

Date:

Student Signature

Best wishes,

PENTAGON SPACE PRIVATE LIMITED BENGALURU

Madhusudan. H

Head Talent Acquisition & Technical Consultant

AISSMS COLLEGE OF ENGINEERING PUNE

Plot No.765, 8th Cross Road,
M.R.C.R Extension, Govindaraja Nagar,
Vijayanagar, Bangalore - 560040.
(300mts from Hosahalli Metro Station)

+91 8951936349
+91 8951828627
+91 8951182617
www.pentagonspace.in
campusconnect@pentagonspace.in

CIN NO.: U74999KA2020PTC133[illegible]

A.Y. 2021-22

Infosys 36
Navigate your next

HRD/3T/1003458173/22-23

September 2, 2022

Ms. Rutuja Kothari
No-16/120
Opp To Sangram Chowk Talim
Pune-416115
India

Ph: +91-8080653059

Dear Rutuja,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2022.09.02 10:08:55 IST
Reason: Digitally Signed
Location: Bangalore

AISSMS COLLEGE OF ENGINEERING PUNE

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
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askus@infosys.com
www.infosys.com

Company Confidential - This communication is confidential between you and Infosys Limited

Infosys
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HRD/1003458173/22-23

September 2, 2022

Ms. Rutuja Kothari
No-16/120
Opp To Sangram Chowk Talim
Pune-416115
India

Ph: +91-8080653059

Dear Rutuja,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer** .

Here are the terms and conditions of our offer:

Definition

The following terms shall have the following meanings for the purpose of this Offer of Employment (**"Offer Letter"** hereinafter).

"Affiliates" means any entity that controls, is controlled by, or is under common control with the Company.
"Company" refers to Infosys Limited.
"Control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

"Training" shall mean and include all the training that shall be imparted to you on joining the Company.

Joining

Your scheduled date of joining the employment of the Company will be **21-Nov-2022.**

Location

Your location for employment is **MYSORE, India** .
You may be asked to relocate to any of our units, departments or the offices of our Affiliates and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above.





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wipro

APPOINTMENT LETTER

January 23, 2022

Dear Rutuja Kothari,

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

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be*** **liable to pay** to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**

Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

the employee will not be borne by the Company and the employee individually is responsible.

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

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Rutuja Kothari, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Rutuja Kothari

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

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

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Pooja Dilip Kulkarni

Tel: +916362206098

Sub: APPOINTMENT LETTER

Dear Pooja Dilip Kulkarni,

This is with reference to your application and the subsequent interviews with us, we are pleased to offer you the position of "**Associate Consultant**" in Role band "**RB7**" for Sub Studio- "**Smart Integration (EDI)**" in our organization at "**Pune**".Your date of joining will be "**11-Apr-2022**" on the terms and conditions as indicated in this letter. You are requested to report to office at 10:00 AM on the day of your joining.

Your compensation details are attached in Salary Sheet

1. (a) Your place of operation will be mainly at "**Pune**"at the time of joining the organization. However, depending on the project / work where your involvement is continuously required, you may be transferred to any of our other offices, project locations, group companies, client locations, etc. or for deputation to any organization, to be posted at any of their offices, project locations, divisions, departments, etc. at anytime, anywhere in India or abroad. In the event of such a transfer/ deputation, details of the terms and conditions will be communicated to you.

   (b) The working hours applicable to you will be the same as are observed depending upon your place of posting and can be amended from time to time. Further, you should be prepared to work in any shift, as may be required by the Company's / clients work requirements.

   (c) This offer is subject to: your acceptance within two days; submission of all your certificates in respect of educational qualifications; identity proof and release letter/service certificates from present employer.

   (d) At any time during the course of your employment with the company, the company is entitled to terminate your employment without notice, if the information provided by you during the selection process is found to be in-correct.

2. (a) Please note that the salary structure of the Company may be altered/modified at the discretion of the management, having regards to market and business needs. Further, salary, allowances and all other payments / benefits will be governed by the Company's rules as well as statutory provisions in force from time to time and subject to deductions of appropriate taxes at source.

   (b) Please also note that your remuneration package is strictly confidential between you and the Company and should be so maintained

   (c) Your remuneration package will be reviewed as per the Company's practice and any increase will depend on the Company's performance and your performance

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3. Resignation / Termination / Notice Period from Services:

(a) Either you or the company may terminate your employment upon giving ninety (90) days' written notice. The company may however terminate your employment by giving you salary in lieu of notice. The Company may also terminate your employment with immediate effect for any misconduct.

(b) Performance Improvement Program (PIP): Timelines of PIP will be as per compancy policy.

(c) Integrity/Disciplinary Issues: An employee will be released from the organization with immediate effect on account of misconduct, integrity or for any other disciplinary issues.

(d) If you resign within a year of your joining the Company, then the amount paid to you as a joining bonus, relocation expenses, and notice pay buyout at the time of your joining, will be recovered by the Company in Full and Final settlement.

(e) Notice Period:
When an employee resigns voluntarily, you are expected to serve 90 days' notice period from the date,entered in Workday.

(f) Full and Final Settlement (F&F):
Employee will receive their Resignation Acceptance and Experience Letter on his/her Last Working Day, on receiving clearance from all internal departments. Full and Final Settlement of the employee takes place within 45 days of the employee's Last Working Day.

4. The age of Retirement is sixty years. The company will be registering your date of birth as per the documents provided by you i.e. PAN Card/ Passport/ Identity Card at the time of joining.

5. You will be liable for any losses suffered by the Company, due to your negligence, misconduct, willful insubordination or inefficiency. In all or any of such cases your services may get terminated without any notice period.

6. As per the Company's rules you cannot undertake any employment anywhere else, even on part-time basis whether for any consideration or not. Disobeying of this will lead to termination of your services by the Company without any notice period, with no liability on the part of the Company for payment of any compensation in lieu of such notice. You must not be, involved or concerned with or provide service to any other entity, company or person whilst employed by the Company without the prior written consent of the Company. Unless specifically authorized in writing by the Company, the Employee agrees that he/she will not enter into any contract, agreement or arrangement with any person or entity that binds the Company or creates any liability or obligation upon Company, without obtaining a specific prior written permission from the Company. The Employee shall also not communicate with the media or with journalists in relation to the Company or its affairs, without obtaining a specific prior written permission from the Company.

7. The Company rules pertaining to matters such as mentioned above but not limited to designation, working hours, etc. are subject to change without any prior notice.

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8. Your address given in the application form will be deemed to be correct for the purpose of sending any communication to you. In case of any change in your address you will inform the HR team in writing about the same within 7 days failing which any communication sent to your last recorded address will be deemed to have been, dully served upon you.

9. You will be governed by the Company's rules, regulations and practices as intimated / published in intranet from time to time in respect of matters not covered by this letter of appointment. Company's decisions on all such matters shall be final and binding on you.

   You will be governed by the HR policies as published in the intranet of the Company. Any changes will be intimated to you by a group mail on a periodic basis and you are expected to keep yourself updated by visiting the site regularly. The Employee's employment with the Company shall be in accordance with the terms and conditions set forth in this Agreement and in accordance with the Company Policies as may be amended from time to time and such other policies as may be made applicable to the Employee from time to time.

10. If any declaration given or furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, the Company will be entitled to terminate your services without any notice or obligation

11. Conflicts of Interest and Confidentiality.

   (a) You must not at any time whilst you are an employee of the Company (except so far as is required for the proper performance of your duties) nor after your employment with the Company has ended communicate or divulge to any person ("person" shall include a firm or company or other body) or make use of or permit any other person to make use of for your own or any other person's benefit any trade secrets or other Confidential Information relating to the Company or any Group Company and any of its or their respective business interests or customers or clients.

   (b) For the purposes of paragraph 11.a, "Confidential Information" shall include trade secrets; customer/client / supplier lists, contact details of clients, customers and suppliers and individuals within those organizations; technical information, know-how, research and development; financial projections, target details and accounts; fee levels, pricing policies, commissions and commission charges; budgets, forecasts, reports, interpretations, records and corporate and business plans; planned products and services; marketing and advertising plans, requirements and materials, marketing surveys and research reports; market share and pricing statistics; and computer software and passwords. All such information which is not in the public domain shall be deemed to be confidential

   (c) During the course of your employment with the Company, you may not provide services or advice to any competitor organization which is involved in a commercial negotiation of any kind in which the Company is also participating.

   (d) During the Term of employment and always thereafter, Employee will not make any false, defamatory or disparaging statements about the Company, or the employees, officers or directors of the Company that are reasonably likely to cause damage to any such entity or person.

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(e) The Employee will comply with, and do all things necessary to permit the Company to safeguard its Confidential Information and he/she shall promptly inform the Company of any potential or accidental disclosure of Confidential Information and shall take all steps, together with the Company, to retrieve and protect the said Confidential Information.

12. NDA: Code of Conduct:

(a) In the interest of securing the proprietary information and confidentiality of the Organization, it is mandatory for each employee to sign the "Bristlecone Code of Conduct" during employment. Any employee who is found not abiding to the code of conduct would be held responsible for breach of the same and appropriate disciplinary action would be taken against this.

(b) All information pertaining to Compensation and Benefits are treated as confidential. Employees are expected not to share details regarding the same with any other internal or external person. Any such information that needs to be shared by any employee can be done with prior authorization of HR.

(c) Employees who leave Bristlecone are required not to share any information pertaining to the organization, or any of the business entities Bristlecone operates with. All databases, equipment provided to employee are the property of Bristlecone and any kind of practice which results in bringing damage to the organization will not be favorably viewed. The employees will be liable to compensate for the damage, which may result due to such practices.

13. Non-Solicitation and Non-Compete

(a) Any employee working for a competitor, upon termination or resignation, should not gain competitive advantage by abusing confidential information about Bristlecone's trade secrets or sensitive information such as customer/client lists, business practices, upcoming products and marketing plans.

(b) The Employee hereby agrees and undertakes that during the term of the employment with the Company and for a period of 12 months following the date of termination of Employee's employment with the Company for any reason, the Employee shall not, directly or indirectly, either as an individual on his 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):

(i) Solicit and/or attempt to solicit employment of or advise any of the Company's existing employees or any person who was employed by the Company within six months prior to such solicitation or any person or organization providing services to or through Company and/or its Affiliates to terminate his or her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization; or

(ii) Contact and/or attempt to contact any of the existing or prospective clients or customers (i.e. any person or organization with whom the Company and/or its Affiliates is in advanced stages of exploring a professional or business relationship) of the Company and/or its Affiliates to entice such

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clients or customers away from the Company and/or its Affiliates or to damage in any way their business relationship with the Company and/or its Affiliates or for the provision of substantially the same services provided to such clients by the Company and/or its Affiliates; or

(iii) Solicit and/or attempt to solicit or undertake employment with any client/customer of the Company and/or its Affiliates or any organization where the employee has been taken or sent for training, deputation or secondment or professional work by the Company; or

(iv) Enter the employ of, or render any other services to, any person engaged in a business which competes with the Business, if (i) the Employee has prior knowledge of the same or (ii) the Employee gains such knowledge during the Term of employment or (iii) it is obvious to the Employee; or

(v) Sell, supply, market or distribute any products or services similar to or competing with the Business.

14. IT Policy

(a) Prohibited Use - The Bristlecone email system shall not to be used for the creation or distribution of any disruptive or offensive messages, including offensive comments about race, gender, hair color, disabilities, age, sexual orientation, pornography, religious beliefs and practice, political beliefs, or national origin. Employees who receive any emails with this content from any Bristlecone employee should report the matter to their supervisor immediately. Employees may not forward any documents to their personal accounts. All auto-forward messages should be removed from the personal profiles.

(b) Personal Use - Using a reasonable amount of Bristlecone resources for personal emails is acceptable, but non-work related email shall be saved in a separate folder from work related email. Sending non-business related multimedia, pictures larger than ½ MB etc., chain letters or joke emails from a Bristlecone email account is prohibited. Mass mailings from Bristlecone shall be approved by Director - IT before sending. These restrictions are also applicable if you forward any email received from Bristlecone employee

(c) Diligent Use: You are expected to handle Bristlecone assets with due care and will be held accountable for any damage incurred to the allocated equipment. This damage may be during regular use or due to negligence or mishandling. In the event of any damage, penalty may be applicable as per the company asset policy.

(d) Asset Return: All company assets are to be maintained in line with clause 14 (a,b,c) and are to be returned to Bristlecone's IT department at the time of employee's exit. Non-submission of assets would warrant recovery, as per the company asset policy.



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15. Intellectual Property

(a) Any discovery, invention, secret process, improvement in procedure, trade mark, design or copyright work that you make, discover or produce in the course of your employment in connection with or in any way affecting or relating to, or capable of being used or adapted for use in connection with, the business of the Company or any Group Company shall immediately be disclosed to the Company and shall belong to and be the absolute property of the Company or such Group Company as the Company may nominate for that purpose. You will (at the request and reasonable expense of the Company) sign all such documents and perform all such acts as may be required to fully vest all such rights in the Company (or its nominee).

(b) You waive irrevocably all Moral Rights in any works produced during your employment in which copyright is vested in the Company or any Group Company whether by virtue of this paragraph 15 or otherwise.

(c) You acknowledge that the extent, if any, of the protection sought in relation to the matters referred to in paragraph 15.a shall be decided by the Company in its sole and absolute discretion and that accordingly you will not (whether during or after this employment) apply or join in applying for any patent, registered design, trademark or other equivalent protection without the prior written approval of the Company.

16. If the terms and conditions offered herein are acceptable to you, please return the duplicate copy of this letter to the undersigned, duly executed by you by appending your signature on the last page and initials on the remaining pages.

17. Background Checks:

Bristlecone mandates you to go through Background checks. These checks verify previous employment, education qualifications and addresses of every employee. You are required to provide all documents requested by Bristlecone or any agency that Bristlecone appoints for running these checks. Background check documents need to be provided within 5 days of joining the company failing which the Company is entitled to take disciplinary action including termination of the employment agreement. In an event, the employee / candidate is unable to clear the background check, the company retains the right to withdraw the offer / terminate employment.

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As a token of your acceptance of all the above mentioned terms and conditions, we request you to confirm your acceptance of this offer and confirm to us your date of joining by a return email.

We welcome you to the Bristlecone family and wish you a successful career with us

Yours Faithfully,
Bristlecone India Limited

Lisa Lesko
Chief People Officer

Date of Joining 11 / 04 / 2022

Pooja Dilip Kulkarni

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Salary Sheet

Pooja Dilip Kulkarni
Designation:Associate Consultant
Sub Studio:Smart Integration (EDI)

Effective from the date of your reporting for duties, you will be eligible for salary, allowances, and other benefits as under:

Salary Components		Amount (Rs. per annum)
1. **Basic Salary**		180000
2. **Flexible Pay:**	H.R.A, LTA, Child Education Allowance, Meal Allowance, Telephone/Broadband Reimbursement, Books & Periodicals, Car Fuel and Maintenance Reimbursement, Driver's salary, Supplementary Allowance	214742
3. **Provident Fund**	@ 12% of Basic Salary	21600
4. **Gratuity**	@ 4.81% of Basic Salary	8658
5. **Total Compensation(1+2+3+4)**		425000

**Over and above the committed Fixed CTC, company provides Mediclaim Insurance coverage for a sum insured amount of Rs. 600000/- per annum as a family floater for self, spouse and 2 children. Besides this, voluntary options have been given to employees to cover their dependent parents at corporate rates on a self-paid basis.

***Also, the company provides coverage under Group Personal Accident (GPA) and Group Term Life (GTL) Insurance as per company's policy.

****Bristlecone will provide for reimbursement towards your notice period recovery (full taxable) in the previous organization to the extent of proofs submitted by you. This amount will be recovered from you if you leave Bristlecone within 1 year from the date of payment. This will be payable if you are eligible and have written HR approval before your joining.

*****Bristlecone will offer reimbursement towards relocation expenses on household goods and one-way economy class tickets for you and your immediate family (spouse and children). Additionally, you will be provided company accommodation + reasonable conveyance reimbursement for up to 15 days at your assigned Base Location subject to prior approval from HR at Bristlecone. Reimbursement towards household goods will be eligible approval HR before joining and the same should be claimed within 15 days of joining. The amount paid towards household goods will be subject to existing HR policies and needs to be supported with actuals invoices for reimbursement purposes. For more details kindly check our relocation policy before claiming. Reimbursement will occur as per existing relocation policy. This sum would be recovered if you leave the organization within 1 year from th

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Bristlecone India Limited

Lisa Lesko

Lisa Lesko
Chief People Officer

Offer Accepted/Date of Joining:_____

signHere1
Pooja Dilip Kulkarni

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Binarius, 5th Floor, Deepak Complex
Opp. Golf Course, Yerwada, Pune-411006
T: +91 20 66238888 | F: + 91 20 66238899

AGREEMENT OF ACCEPTANCE

This Letter of Acceptance is executed by and between Bristlecone India Ltd (hereinafter referred to as the "Company"), and "Pooja Dilip Kulkarni" , an Indian inhabitant residing at , hereinafter referred to as the "Acceptor")
Whereas:

1. **The Acceptor has communicated his/her interest in receiving employment with the Company vide dated 11-Apr-2022**
2. **The Company issued a Letter of Offer to the Acceptor dated 11-Apr-2022, offering him/her employment with the Company.**

By signing this Agreement of Acceptance, the Acceptor agrees to the following:

1. The Acceptor has accepted Employment with the Company on terms and conditions prescribed in the Letter of Offer.
2. The Acceptor can, within a period of one week from the date of this Agreement, without cause revoke this Agreement of Acceptance, by providing a written notice to the company (Notice of Revocation) to the attention of **Kinnary Desai,** at the following address **5th Floor, Binarius, Deepak Complex, Airport Road Opp. Golf Course, Yerwada, Pune - 411006** by registered communication. It shall be the Acceptors responsibility to make sure that such Notice of Revocation reaches the Company before the conclusion of the 7th day from the date of this Agreement.
3. The acceptor agrees to submit a copy of the letter of resignation to his/her present organization of employment to the company within a period of 2 days from the date of this Agreement.
4. The Acceptor agrees and confirms that his/her the date of joining the Company is **11-Apr-2022**

Signed:



For the Company: Bristlecone India Limited
Lisa Lesko
Chief People Officer

Acceptor: signHere1
Pooja Dilip Kulkarni

Date:dateSigned
Location:



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Regd. Office: Gateway Building, Apollo Sunder, Mumbai - 400 001, India, CIN: U30007MH1991PLC064368

BRISTLECONE

Bristlecone India Limited
Binarius, 5th Floor, Deepak Complex
Opp. Golf Course, Yerwada, Pune-411006
T: +91 20 66238888 | F: + 91 20 66238899

CHECKLIST

DOCUMENTS/ITEMS TO BE SUBMITTED TO HRD AT THE TIME OF JOINING

1. Copies of Graduation/Post-Graduation (Degree) certificates and all other qualifications.
2. Copies of service certificates from all your previous employers.
   (Actual dates of employment must be specified)
3. Relieving letter and Service Certificate from your present employer.
4. Three Nos. Colored passport size photographs(with white background).
5. Copies of the passport sheets (All sheets wherever any entries were made, particularly the following:
   a) Passport number, Date and Place of Issue.
   b) Due date of expiry of the passport.
   c) Name, date of birth, photograph, address
   d) Stamps/entries reg. issue of visa/work permit/entry permit by any country (Including refusal)
   e) Emigration Check Not Required Stamp
6. PAN Card Copy
7. Aadhar Card Copy

Name: Pooja Dilip Kulkarni

Emp No: _____

Signature: signHere1

Date: dateSigned1



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Regd. Office: Gateway Building, Apollo Sunder, Mumbai - 400 001, India, CIN: U30007MH1991PLC064368

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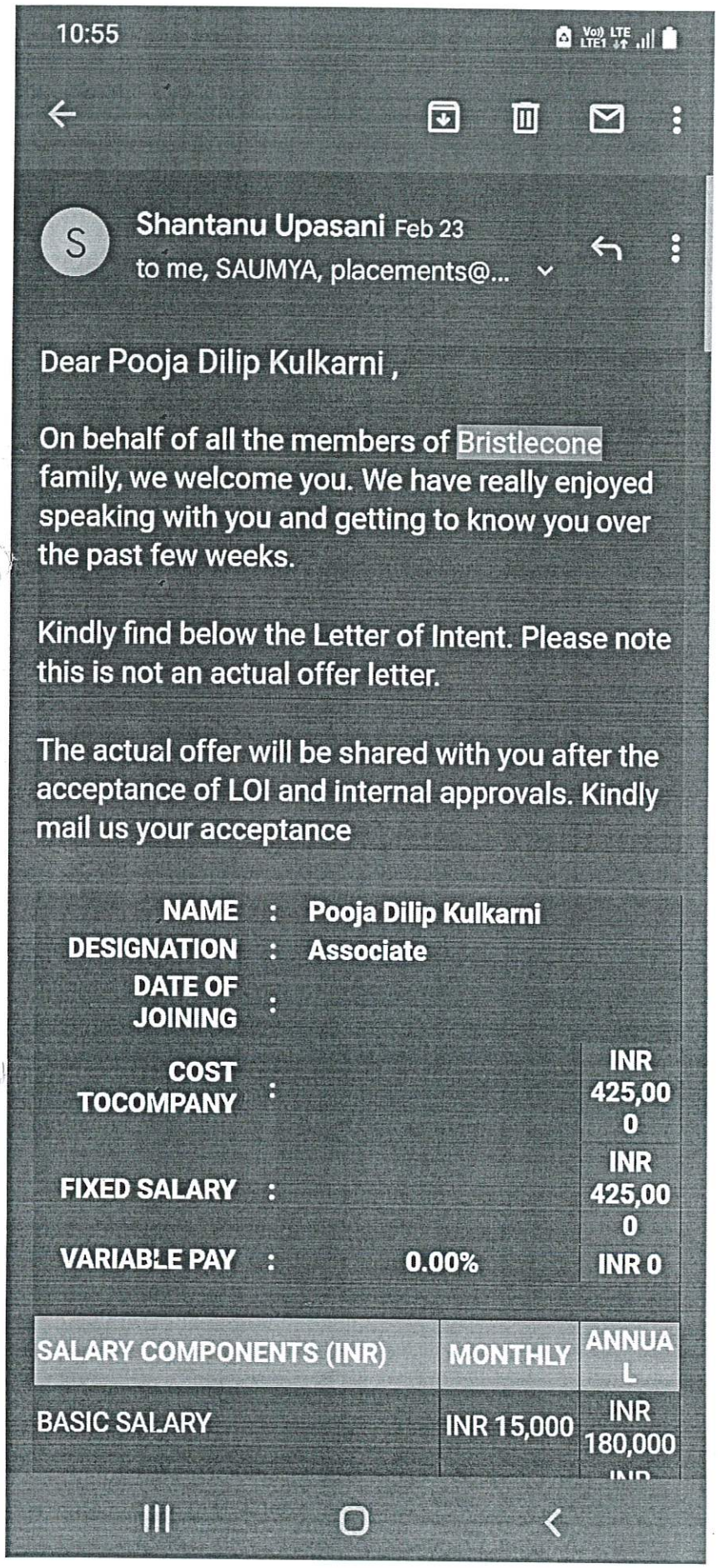

10:55

Shantanu Upasani Feb 23
to me, SAUMYA, placements@...

Dear Pooja Dilip Kulkarni ,

On behalf of all the members of Bristlecone family, we welcome you. We have really enjoyed speaking with you and getting to know you over the past few weeks.

Kindly find below the Letter of Intent. Please note this is not an actual offer letter.

The actual offer will be shared with you after the acceptance of LOI and internal approvals. Kindly mail us your acceptance

NAME	:	Pooja Dilip Kulkarni	
DESIGNATION	:	Associate	
DATE OF JOINING	:		
COST TOCOMPANY	:		INR 425,000
FIXED SALARY	:		INR 425,000
VARIABLE PAY	:	0.00%	INR 0

SALARY COMPONENTS (INR)	MONTHLY	ANNUAL
BASIC SALARY	INR 15,000	INR 180,000

AISSMS COLLEGE OF ENGINEERING PUNE

iPRIMED™
Building Industry Ready Professionals

Date: 11th March 2022

Dear Apurva Kumbhar,

Sub: **Traineeship Letter**

We, **iPRIMED Education Solution Pvt Ltd**, hereby referred to as the 'Company', are pleased to offer you training opportunity with **HARMAN Connected Services**, hereby referred to as the 'Client'

Your date of joining will be **Monday, 14th March 2022**. The training period will be for a duration of 2 months. In case the start date changes due to business dependencies, the same will be intimated well in advance to you. On successful completion of training and certification and subject to you being found fit for employment at Client location after due assessments, Client will issue an offer of employment, subject to background screening process. Intended Role and Compensation in employment offer, subject to completion of training and certification: (a) Role **Associate Engineer** ; (b) CTC **INR 5.5LPA**, subject to statutory deductions.

During the Training Period, you will be paid stipend of **INR 10,000/-** per month (Inclusive of any applicable taxes) by Company paid upon training completion and final onboarding with the Client. You will be eligible for Company holidays and Company will have the right to decide on granting you leave as per business consideration. You will not be eligible for any other employee benefits which regular employees of the Company may be entitled to.

Your training will be conducted virtually for a duration of 8 weeks (full days).

You understand and acknowledge that this letter is not an offer of employment and you are not entitled to claim employment with Client and/or any other benefits, unless you sign an offer of employment, post completion of training certificate and subject to background verification. Client shall not be liable for any claims, damage or loss, howsoever caused, in connection with your participation in the training.

The Training Period may be reduced or extended or otherwise modified at the sole discretion of the Company, without assigning any reason whatsoever. The Company also reserves the right to discontinue the training for any reason whatsoever with a notice of 7 days.

During the Training Period, you may have access to confidential and proprietary information of the Company or its Clients/Customers. You understand and acknowledge that it is essential to the conduct of the Company's business and to the protection of its Clients' interests that all information and knowledge acquired by you during your internship be kept confidential. You hereby agree and undertake not to misuse or wrongfully disclose or disseminate this information to any person either during or after the Training Period.

In accepting this offer, you are confirming that you will not use any confidential or proprietary information you learnt in a previous job and that you will not bring it into the Company. You are also confirming that you have not signed any agreement with a previous employer, such as a non-compete, that would prevent you from working for the Company.

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iPRIMED™
Building Industry Ready Professionals

Your action required:

Please indicate your acceptance by signing below and sending us the signed copy of your acceptance.
If you decide to accept the terms of this letter, we need to receive the signed copy from you no later than two (2) days from the date of issue, failing which your letter will be considered invalid.

Apurva, we are confident that you will be successful at completing the training at the Company and look forward to seeing the impact that we know you are going to make! We hope that you are as excited, as we are, to join our training program. If you have any questions, please contact **Prateek Tikoo** at prateek.tikoo@iprimed.com

Sincerely,
For iPRIMED Education Solution Pvt Ltd

Nikhil Kumar

IPRIMED EDUCATION SOLUTIONS PVT. LTD. BANGALORE

Nikhil Kumar
Head – IT

Acceptance:
I have read the terms and conditions mentioned in the above letter with respect to the training opportunity with Client HARMAN Connected Services.

Signature: AK

Name: Apurva Kumbhar

Date: 12-03-2022

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wipro

APPOINTMENT LETTER

January 28, 2022

Dear Monali Londhe,

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

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

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a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. **mywipro.wipro.com**

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-h be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as

may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.
ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.
iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

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10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be* liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**

Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

AISSMS COLLEGE OF ENGINEERING PUNE

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or

received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

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

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





ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY

I Monali Londhe, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Monali Londhe

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

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

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

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

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

a. you being "active" in the services of the company through to retention date as applicable

b. your employment has not been terminated for poor performance or for cause prior to retention date

c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI





Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

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

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

   New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a m
   children is eligible for IT exemption under WBP.

5. **New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund**- Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

   i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

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Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

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

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

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 In the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of [illegible] your risk appetite

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& transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature** Monali Londhe 28/1/2022 10:57 AM
(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

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Bengaluru 560 035
India

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E :info@wipro.com
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APPOINTMENT LETTER

January 28, 2022

Dear Monali Londhe,

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

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

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a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. **mywipro.wipro.com**

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know vill be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as

may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.

ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.

iii. For Graduates: You have not scored minimum aggregate marks of 60% in yc

iv. For Post Graduates: You have not scored minimum aggregate marks of 60% graduation and 60% in post-graduation.

v. You have any pending backlogs/ arrears on the date of appointment.





Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be*** **liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on





ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or

received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

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

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

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2

I Monali Londhe, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Monali Londhe

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

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

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.





ANNEXURE – IV

Bonus Details

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

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

a. you being "active" in the services of the company through to retention date as applicable

b. your employment has not been terminated for poor performance or for cause prior to retention date

c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.



ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

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

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

   New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**





You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

   i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*





Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

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

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

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite

& transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature** Monali Londhe 28/1/2022 10:57 AM

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

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com
C :L32102KA1945PLC020800





23160763

Nihilent
evolving ideas

05th April 2022

Mr. Atharva Mane,

Dear Atharva,

This has reference to the discussion we had with you. It is our pleasure to offer you a position of **"Trainee Software Engineer"** in our organization. Your place of posting would be **Pune.** This offer is made subject to your medical fitness certification by our Doctor on the panel of the Company.

Your compensation package will be as follows:

1. You would be paid a gross cost to the Company of **Rs. 400,024/-**per annum as per the enclosed Annexure – "A".

2. Your continuation of employment with the company will be subject to the following:

   (a) Successful completion of your basic eligibility criteria related to your final degree and further assessments as applicable.
   (b) You shall also cooperate and do all acts to register with board of apprentice training online failing which your contract with the company stands cancelled.

3. Company has the right to restructure the components of your salary; however your gross emoluments would be protected.

4. Your appointment will be subject to standard terms and conditions of the employment indicated in Annexure "B" and rules & regulations of the organisation as prevailing from time to time.

5. You will be on probation for a period of twelve months from the date of your joining, after which you will be confirmed if your work is found satisfactory. The probation period can be extended, if found necessary. You shall continue to be on probation, till your services are confirmed in writing by a Letter of confirmation. Probation period may also be extended for further period in case of non-submission of Mandatory documents as specified in clause 6 below.

6. You will join us on or before **02nd May 2022.** At the time of joining, you must bring along the original copies of the following mandatory documents along with the self attested photocopies for verification.

   - Xth,XIIth, Graduation / Post graduation (if applicable) marksheets of each year along with the original certificates as applicable (Mandatory)
   - Copy of the last pay slip. (Mandatory)
   - Photocopy of your passport along with Original (Mandatory)
   - PAN & PF Number if any.
   - 4 Passport size photographs with a red background. (Mandatory)
   - Company reserves rights to withheld your joining formalities in absence of any of the mandatory documents mentioned above.

7. You will sign the Proprietary Rights and Non-Disclosure Agreement at the time of joining the Organization.







Nihilent Limited

Regd. Office: 'D' Block, 4th Floor, Weikfield IT Citi Infopark, Nagar Road, Pune 411 014, India
Tel. +91 20 39846100, Fax: +91 20 39846498
CIN - U72900PN2000PLC014934
www.nihilent.com

8. The company reserves the right to carry out reference verifications or background checks of the period prior to your joining the company or any time even during the course of your employment with us. Such background checks and reference verifications, amongst others, would include past employment and salary (this will include your immediate employer prior to joining us), criminal records, countries resided in or worked in etc. The company reserves the right to carry out banned/illegal drugs/narcotics 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/narcotics 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 misstated or is unstated or documents submitted by you are not correct, or banned/illegal drugs/narcotics substance screening test results are positive, the company shall, at its sole discretion be entitled to forthwith terminate and / or revoke your appointment with the company, without further reference in the matter. In addition to the Company's right to carry out the above verifications, you shall fill in and sign the Criminal Disclosure Declaration, in the attached 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 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. The decision of the Company shall be final and binding on all.

Please let us know the earliest date you can join us and return the copy of this letter duly signed by you as a token of your acceptance of our offer.

Nihilent is a promising venture and will provide you a challenging and a rewarding professional environment with ample opportunities for career development. We look forward to your joining and a long association.

Please do not hesitate to call us for any clarifications you need.

Yours sincerely,

For Nihilent Limited

Vivienne Roiz

Senior Manager - Human Resource

I accept the offer on stipulated terms & conditions and shall join duty on _____

SIGNATURE:

NAME:

DATE:

Annexure – A

Name: Mr. Atharva Mane
Designation: Trainee Software Engineer
Grade: G1

PARTICULARS	Monthly	ANNUAL
Basic	15,331	
Bonus	3,000	
Conveyance Allowance	1,600	
Medical Allowance	1,250	
HRA	6,132	
Personal Allowance	3,349	
Company Provident Fund	1,840	
Monthly Gross	**32,502**	**390,024**
LTA		10,000
Annual Gross		**400,024**

***Includes Statutory Bonus (if applicable).**

Vivienne Roiz

Senior Manager - Human Resource

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wipro

APPOINTMENT LETTER

January 21, 2022

Dear Vaishnavi Mohite,

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

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

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3. Other Benefits:

You will also be eligible for:

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be*** **liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on





ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or

I Vaishnavi Mohite, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Vaishnavi Mohite

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

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

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.





ANNEXURE – IV

A-Y-2021-22

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CONTRACTOR



MEGHANA
NAGDIVE

UR896

ISSUE DATE : 27-Feb-2023

COMPANY : KPIT

Emp id : 151446

AISSMS COLLEGE OF ENGINEERING PUNE

3:37 PM

Invitation to Join KPIT | Virtual Onboarding

Inbox

Campus 4 days ago

to

KPIT

Dear Talent,

A very warm welcome from the KPIT team. We are glad to inform you about your joining with KPIT Technologies Limited . It is our pleasure to extend the offer of Internship to you. We believe that you will enjoy the vibrant & challenging environment at KPIT!
We are eager to Welcome you Onboard!

Joining Date: 12th July 2022 (Tuesday)
Joining Location: Pune / Bangalore (Virtual onboarding)

You need to upload documents online on Portal as a mandate and as per specifications before 10th July 9AM, failing to which your employee id will not be created and offer shall be cancelled.

Click On : https://talentojo-kpit.kpit.com
User Id : Email ID Mentioned by you at time of registration on TalentOjo KPIT portal.

Please refer to the **Onboarding Document** to understand the document uploading process.. Please **edit and upload** the "**Self-Declaration form**" as your **present address proof**. Also, please ensure to upload your **Vaccination Certificate** on the TalentOjo portal.

NOTE: Since the onboarding is virtual, you are requested not to report to office on your date of joining. Once your employee id is created you may connect with your reporting manager for further updates on reporting to office.

Regards,
KPIT Recruitment Team

MSSM'S COLLEGE OF ENGINEERING PUNE

Nagdive Meghana Kiran [A-4-2021-22]

3:37 PM

Invitation to Join KPIT | Virtual Onboarding

Inbox

Campus 4 days ago

to

KPIT

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User Id : Email ID Mentioned by you at time of registration on TalentOjo KPIT portal.

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Regards,
KPIT Recruitment Team

AISSMS COLLEGE OF ENGINEERING PUNE

A.Y. 2021-22

44

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2022

Dear Patil Aishwarya Sanjay,
206,Hingangaon Khurd,Tal-Kadegaon, Sangli,
Maharashtra, India, 415305

Dear **Patil Aishwarya Sanjay,**

Congratulations! With reference to the interviews conducted by **HCL Technologies Ltd. (herein referred as "HCL" or "Company")**, we are pleased to inform you that you have been selected for employment in our organization as **GRADUATE ENGINEER TRAINEE (GET)** in band **E1.1**
In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **September 28, 2022** at 9:00 A.M at the following address **Mumbai-Powai-Prudential IT Park.**Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure , BPO division etc. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in **Annexure I**.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000.** This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of Joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in **Annexure II**.

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

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

At the time of joining, you are required to have completed your degree witho ear/backlogs.

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HCL TECHNOLOGIES LTD.
Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India.
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Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,
For HCL Technologies Ltd.

Amrita Das
Senior Vice President
Head-Global Rewards

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ANNEXURE II

Welcome aboard...

It is often said that an organization can grow only if it empowers its employees to grow! At **HCL Technologies Ltd.**, we consciously realize this fact and have developed a five-fold path for individual enlightenment that not only covers basic monetary benefits for HCLites, but also takes care of their professional growth by providing empowerment, knowledge, recognition, transformation and support.

Following are the terms and conditions that refer to our offer of employment to you, this is to be read in conjunction with the offer letter as attached.

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT

1. Location

Your place of work will be located at **Mumbai**

2. Medical Check up

Your employment may be subject to you being declared medically fit by a registered medical practitioner. Company shall request for the same as and when it is required, as per the Company Policies/ client requirement. The fitness testing (and accompanying results) will not lead to any subjective, discriminatory or unethical actions.

3. HCLT Training Program:

Training (classroom/on the job) sessions will be conducted after your joining.
The training period may be either extended or may be deemed completed earlier, at the discretion of the Management. You shall continue to be under probation, unless specifically confirmed in writing.

4. Increments and promotions

Your growth in terms of role, compensation etc. in the company will solely be based on your performance. Unless notified in writing, you will be deemed as "confirmed" on completion of your probation period i.e. 12months from date of joining. Subsequently, your annual performance appraisal and compensation review will be aligned and effected from the first day of the subsequent quarter thereafter.

5. Notice Period/ Separation

Your employment with the Company can also be terminated either by the Company or by you by giving the other party **90 days'** advance notice. If the Company terminates the employment and decides to relieve you before the completion of the notice period, the "Basic" component of the salary for the balance notice period would be paid to you. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the "Basic" component of the salary for the balance notice period. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company. Further, the aforesaid requirement of 90 days' notice may be extended, if mutually agreed by you and the Company.

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On termination of your employment for any reason, you shall comply with the Company's termination procedures, sign all documents and return all Company property. The Company will not be bound to pay the dues, if any, till you have completed all the separation procedures.

6. Agreements

You may be required to sign necessary agreements with the Company or any other client as required and complete various formalities as per the agreements at the time of joining and during the tenure with the company.

You may also be required to sign other Agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company as also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

7. Background and Reference Check

- The company will undertake the background verification / validation process of employees in terms of education, previous employment(s), criminal verification, database and web searches, address verification, claims made against achievements in the resumes/CVs of the employees etc. with the help of a third party as and when required. You would be required to submit photocopies of documents detailed in Annexure III to facilitate the joining and background verification process.
- The company may also undertake reference check through at least two professional references submitted during the process of selection.• In case the Prospective Employees fails to submit any document required for conducting background verification, they will not be considered for hiring. If the Prospective Employees fails the background verification, appropriate actions including withdrawal of offer of employment will be taken basis the recommendations given by the background verification team & in line with HCL policies.

8. Working Hours

You will be governed by the normal working hours as existing in the company. You may be required to work in shifts and/or in extended working hours, as permitted by law, if required as per business needs. The same are subject to change from time to time.

9. Mobility

The Company may require you to perform duties and undertake assignments for the Company in any part of India or abroad, whether at the Company's premises or that of its customers/clients. You are also liable to be transferred to any office or branch of the Company anywhere in India or abroad. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises.

10. Deputation/ Transfer

Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.

11. Retirement

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You will retire from service on attaining superannuation at the age of 58 years.

12. Other benefits

You shall be eligible for other benefits related to leaves, perquisites etc. in accordance with the prevailing terms of employment in the Company. Notwithstanding the above, the Company reserves the right to change the above-mentioned benefits as and when it deems necessary and you will be notified accordingly.

13. Correctness of the Details Furnished

You have been appointed on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

14. Data Protection:

a. The Employee consents to the holding & processing of personal data provided to the Employer for all purposes of the administration and management of his/her employment and/or the Company's business.
b. The Employee hereby agrees to his/her personal data being collected & the same being transferred, stored and processed by the Company in India and any other countries where the Company, its Group Company and Company Clients have offices, in accordance with the applicable laws.
c. The Employee also agrees that the Company may make such data available to its advisors, other agencies, such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and various regulatory authorities.
d. During employment, the employee will have the right to amend/modify/alter his/her personal information. The employer will exercise all reasonable diligence for safeguarding personal information, as have been disclosed by the employee. It is clarified that the said obligation will not be applicable in case of legally compelled disclosures.
e. The Employee further acknowledges and agrees that the Employer may, in the course of business, be required to disclose personal data relating to him/her, after the end of his/her employment to any group/statutory bodies/authorities as required under applicable law/requirements. However, any personal data, which is no longer required, will be deleted without undue delay.

15. Other Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of HCL as applicable to you and the changes therein from time to time.

Further, during the period of your employment with HCL, you will be required to inter alia comply with the Company's Code of Business Ethics & Conduct, Anti Bribery & Anti-Corruption, Business Gift and Entertainment Policy and failure to do so shall entitle HCL to take appropriate disciplinary action which may lead & include up to termination of your employment with HCL.

You agree not to undertake employment whether full time or part time, as the Director/ Partner/member/employee of any other organization or entity engaged in any form of business activity without the consent of HCL . The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at the discretion of the company.

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Annexure III

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED ONLINE TO FACILITATE PRE-EMPLOYMENT BGV (BACKGROUND VERIFICATION / VALIDATION) AND APPOINTMENT PROCESS IN HCL	
S.No.	**Particulars (To be submitted to the Recruiter/Online of the BGV link)**
1	**Highest Qualification -** Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	**Permanent/Current Address Proof** – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	**Previous Employer** – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	**Identity Verification -** Copy of valid passport and PAN card required

Additional documents (To be submitted on request – Only if required)

1. Highest Qualification- Admit card, college and university official's (Registrar and Director) detail
2. Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer's active address.

Things to Remember

1. The information provided in Resume and background verification form must be same.
2. Information provided in background verification form must be accurate.
3. Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP).
4. Any Gap in Employment or Education must be informed explicitly to the recruiter.

Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.

List of Documents required for joining / Induction day (Hard Copies)		
S. No	**Document Name**	**Number of Photocopies**
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)	1
2	Extension Letter (if the Date of Joining in the offer letter is past dated)	1
3	Passport –Front copy only - for Name & DOB proof.	1
4	10th Mark sheet, only if passport is not available.	1

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5	PAN CARD as ID Proof (Only if passport is not available)	1
6	Passport Size Photographs (Only with white background)	3

- Please ensure all documents are **Self-attested** (Photocopies).
- Please ensure that the photocopies are clearly visible as dark and hazy photocopies are not accepted.
- Please avoid clicking pictures of documents and taking printouts.
- Please do not send soft copies through Emails.
- Please bring a copy of your Aadhar card on the Induction day, so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required on the induction day.
- Induction Timings are **0900 to 1830** IST.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- All storage Media Devices e.g. laptop, Pen Drives etc. are not allowed inside the campus.

You are required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining as following:

Location of HCL Onboarding Team for joining formalities:

S. No	Location	Address
1	NOIDA	**Mondays and Thursdays:** Triveni Induction Room, First Floor, KNMA Tower, Gate number 1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India) **Tuesdays, Wednesdays and Fridays:** Akashi Induction Room, Ground Floor, Tower – 1, Gate number -1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India)
2	CHENNAI	HCL Technologies Ltd,Sez Unit-2 (Sdb2 Buid), Eclot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkm High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd, SAL (602), 6th Floor, Tower 4, Special Economic Zone (SEZ), 129, Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore – 562 106
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd,Special Economic Zone, Phoenix Infocity Pvt Ltd, H-01, Level -2 , Hitec City 2-Survey No. 30,34,35 & 38, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd,Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd,Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd,HCL IT City, SDC-01, 2nd Floor – Induction Room, Chack Gajaria Farms, Sultanpur Road, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Sez Unit-1, Tower-1, Elcot, Special Economic Zone, Survey No. 1/2, 1/3, 1/19, 1/20, 4/1, 2/1, 2/2, 4/2, & 5, Plot No. 5&7,Ilandhaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd. Plot No.5, Sector 12, Mihan SEZ, Nagpur

Signature of Employee:

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11	Coimbatore	State Street Hcl Services | Human Resources | Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526|
12	Vijayawada	State Street HCL Services Private LimitedMedha IT Towers,Third Floor,Kesarapalli,Gannavaram,Krishna District 521102

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ANNEXURE IV

EXPLANATION OF COMPENSATION STRUCTURE AND EMPLOYEE BENEFITS

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components have been categorized under the following broad heads:

- Basic Salary
- Monthly Allowances
- Variable Pay
- Retirals & Insurances Benefit

- **Disclaimer:**
- ***Your individual compensation structure may not necessarily have all the components as applicable to the respective Band.***

The details for each component falling under these heads are explained as following:

BASIC SALARY

The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

MONTHLY ALLOWANCES

- **House Rent Allowance (HRA):** The HRA is payable maximum Up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.

- **Food Wallet:** Food Wallet is a voluntary benefit and is applicable for payments related to food and non-alcoholic beverages only. Once enrolled, the benefit should be availed within HCL Cafeterias or food joints outside HCL campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.

- **Holiday Allowance:** Holiday Allowance is payable maximum up to INR 50,000 spread over 12 months.

- **Advance Statutory Bonus:** Applicable where monthly gross does not exceed INR 21,000 (excluding variable component) as per the Payment of Bonus Act.

- **Compensatory Allowance:** Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.

- **VARIABLE PAY**

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The scope of "Variable Pay" in your compensation structure will be governed based on your "employee group" in HCL.

Performance Bonus (PB):

Performance Bonus (PB) is payable in accordance with the Company's Bonus Policy (sales / delivery / functional support) as applicable at that time. The quantum of pay-out will be subject to the current year's Bonus Policy and will be calculated based on your individual contributions against your Key Performance Parameters (KPP) as well as the company's performance.

PB is payable at the end of the performance review cycle. To be eligible for the bonus pay-out, you need to be active on the rolls of the company at the time of reward distribution as per Performance review and Reward cycle.

Engagement Performance Bonus (EPB): Engagement Performance Bonus is a variable component payable on a monthly basis. Pay-out against this component will be governed by the EPB policy (as amended from time to time) that is applicable to your employee group

RETIRALS & INSURANCES BENEFIT

You and your dependents will be covered under Social Security as per the law and Insurance Benefits policy offered by the company. The amount mentioned under 'Insurance and Medical Benefits' in your compensation structure is applicable towards various insurances (Medical Insurance, Term Life Insurance, Personal Accident Insurance).

Medical Insurance: Some of the salient features of the Group Health Medical Insurance policy are as follows

- The policy covers Hospitalization expenses and Maternity expenses.
- By default, the employees (who are not covered under the ESI Act, 1948] will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed), additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.
- The premium payable depends on the dependants declared.
- The hospitalization coverage limit will be same as defined in compensation structure.
- Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
- You may refer 'Medical Insurance policy' for further details.

- **Coverage under ESI:** The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees' State Insurance Act, 1948.**

  Employees covered under ESI would not be covered by default under HCL's medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

  *The employee & employer contribution will be pa[illegible]t prescribed rates under ESI Rules.

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- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCL contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.

  *The percentage and amount is in compliance with the current PF Act.

- **Gratuity:** As per statutory requirements, it is employer's statutory liability to pay 15 days Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.

- **Term Life Insurance (including EDLI):** At HCL, you will be covered under the Term-life Insurance which provides safety net to family in case of death of the employee due to any reasons. The applicable amount is mentioned in your offer letter.

- **Disability Insurance:** You are also covered against any permanent or partial disability that may arise due to an accident. The amount payable by Insurer for a disability shall depend on nature of the disability. The amount mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

Disclaimer
You will be liable to pay all applicable taxes on your income as per the local laws. You will also be responsible for filing your personal Income Tax returns. You acknowledge that the Company is not in any way influencing, guiding, suggesting on aspects of taxation or tax saving measures in any form and that the same is individual's decision / personal choice. Please note that all components mentioned above may or may not be a part of your compensation structure. HCL reserves the right to alter, append or withdraw the benefits extended either in part or in full based on management's discretion.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

HCL Technologies will correspond with you on the address & contact details mentioned below :-

Permanent Address: 206,Hingangaon Khurd,Tal-Kadegaon, Sangli,
Maharashtra, India, 415305
Email ID: patilaishu72@gmail.com
Telephone Number: 7219569115

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This Annexure contains the Employee Undertakings which sets forth certain employee obligations with respect to the protection of the confidential information and legitimate business interests of the Company.

As a condition of my employment and/or continued employment with the Company and my receipt of the compensation now and hereafter paid to me by the Company, I agree to the following:

1. **Confidential Information:**

Company Information: I shall not use, communicate, or disclose, except for the benefit of the Company, any Confidential Information relating to the Company, its corporate parent, or any of their subsidiaries or affiliates (collectively "**Company Parties**"), to which I have been privy to by virtue of being an employee of the Company. I understand that "**Confidential Information**" for this purpose shall mean and include all information, regardless of the form whether oral, written, stored in a computer database or otherwise, which in any way relates to markets, customers (including, but not limited to customers of any of the Company Parties with whom I interacted or with whom I became acquainted while being associated with the Company), products, patents, inventions, know-how, software, procedures, methods, designs, strategies, plans, assets, liabilities, revenues, pricing lists, customer information, profits, organization, employees, agents, distributors or business in general of any of the Company Parties. I understand that Confidential Information and trade secrets do not include any of the items mentioned above, which have become publicly known and made generally available through no wrongful act of mine, or of others who were under confidentiality obligations, as to the item or items involved. I hereby agree to maintain the secrecy and confidentiality of such Confidential Information.

Former Employer Information: I agree that I will not, during my employment with the Company, improperly use or disclose any proprietary information or trade secrets of any former or concurrent employer or other person or entity. Further, I will not bring into the Company premises any proprietary information or trade secret of any such employer, person or entity unless consented to in writing by such employer, person, or entity.

Third Party Information: I recognize that the Company has received, and in the future will receive, from third parties their confidential or proprietary information subject to a duty to maintain the confidentiality of such information and to use it only for certain limited purposes. I agree to hold all such confidential or proprietary information in the strictest confidence and agree to not disclose it to any person, corporation, or entity. I also agree not to use such information except as necessary in carrying out my work for the Company consistent with the Company's Agreement with such third party.

2. **Inventions:**

Inventions Retained and Licensed: I have shared and declared a list describing all inventions, original works of authorship, developments, improvements, and trade secrets which were made by me prior to my employment with the Company (collectively referred to as "**Prior Inventions**"), which belong to me, which relate to the

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Company's proposed business, products or research and development, and which are not assigned to the Company hereunder, or, if no such list is attached, I represent that there are no such Prior Inventions. If in the course of my employment with the Company, I incorporate into a Company product, process, or machine a Prior Invention owned by me or in which I have an interest, the Company is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

Assignment of Inventions: I agree that I will promptly make full written disclosure to the Company, which will hold in trust for the sole right and benefit of the Company, and hereby assign to the Company, or its designee, all my right, title, and interest in and to any/all invention(s), original works of authorship, development, concepts improvements or trade secrets, whether or not patentable or registrable under copyright or similar laws, which I may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, during the period of time I am in the employ of the Company (collectively referred to as **"Inventions"**), except as provided in sub-section (e) below. I further acknowledge that all original works of authorship created by me (solely or jointly with others) within the scope of and during the period of my employment with the Company and which are protectable by copyright are "works made for hire", as defined under the local copyright legislations (and all amendments thereto).

Maintenance of Records: I agree to keep and maintain adequate and current written records of all Inventions made by me (solely or jointly with others) during the terms of my employment with the Company. The records will be in the form of notes, sketches, drawings, and any other format that may be specified by the Company. The records will be available to the Company and always remain the sole property of the Company.

Patent and Copyright Registrations: I agree to assist the Company, or its designee, at the Company's expense, in every proper way to secure the Company's rights in the Inventions and any copyrights, patents, mask work rights or other intellectual property rights relating thereto in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto, the execution of all applications, specifications, oaths, assignments and all other instruments which the Company shall deem necessary in order to apply for and obtain such rights and in order to assign and convey to the Company, its successors, assigns, and nominees the sole and exclusive rights, title and interest in and to such Inventions, and any copy rights, patents, mask work rights or other intellectual property rights relating thereto. I further agree that my obligation to execute or cause to be executed, any such instrument or papers shall continue after the termination of my employment. If the Company is unable to perfect any right, title, interest because of my mental or physical incapacity or for any other reason to fail to secure my signature to apply for or to pursue any application for any local or foreign patents or copyright registrations covering Inventions or original works of authorship assigned to the Company as above, then I hereby irrevocably designate and appoint the Company and its duly authorized officers and agents as my agent and attorney in fact, to act for and on my behalf to execute and file any such applications and to do all other lawfully permitted acts to further the prosecution and issuance of letters patent or copyright registrations thereon with the same legal force and effect as if executed by me.





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Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India.
T: +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Exception to Assignments: I understand that the provisions of this Annexure requiring assignment of Inventions to the Company do not apply to any invention for which no equipment, supplies, facilities or trade secret information of the Company was used and which was developed entirely on my own time, unless: (i) at the time the Invention was conceived or reduced to practice, it related (A) directly to the business of the Company, or (B) to the Company's actual or demonstrably anticipated research or development; or (ii) the Invention resulted from any work performed by me for the Company. I understand further that the laws of certain states would prohibit the assignment of such Inventions. I will advise the Company promptly in writing of any inventions that I believe meet the criteria of this paragraph.

3. **Returning Company Documents:** I agree that, at the time of leaving the employment of the Company, I will deliver to the Company (and will not keep in my possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, materials, software, databases, equipment, other documents or property, or reproductions of any aforementioned items developed by me pursuant to my employment with the Company or otherwise belonging to the Company, its successors or assigns.

4. **Notification to New Employer:** If I leave the employment of the Company, I hereby grant consent to the Company to notify my new employer about my rights and obligations hereunder.

5. **Non-Solicitation:** For a period of six (6) months after termination of my employment or cessation of my association with the Company for any reason whatsoever, I shall not, solicit or cause or authorize directly or indirectly to be solicited for employment, or cause or authorize directly or indirectly to be employed on my own behalf or on behalf of any Third Parties, any person who is an employee of the Company. I also agree not to use or disclose to any Third Parties any information obtained by myself while being an employee of the Company concerning the names and addresses of the Company's past and present employees.

6. **Non-Competition**: During 6-month period, immediately following termination of my employment with the Company, unless I receive written authorization from the Company to do so. I will not, directly or indirectly, perform any similar Services for any competing Company including current or former customer and / or prospects of the Company with whom I worked in the past twelve (12) months.

For the purposes of these non-compete provisions, "Similar Services" means, services which meet all or any of the following criteria(s):

i. work in the competing business / product (e.g. Digital Business; Security; Customer Experience; Marketing etc.) or sector (e.g. Financial Services) in which I worked for the Company; where the

ii. nature of work remains the same (e.g. selling ITBS Services; Product Architect) and involves the same end clients or prospects, and is

iii. performed in the same geography / market where I provided services for the Company.

The Company reserves the right to unilaterally waive this restriction in full or in part at its discretion; the Employee hereby acknowledges and agrees to the same.

Signature of Employee:

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In case, the Company initiates separation by way of involuntary termination or redundancy, then this non-compete will not apply.

6. **General Provisions Regarding Covenants**

Extension of Covenants: If I breach any of my obligations of this Annexure, I understand and agree that the time periods of the obligations that I have breached shall be extended by the period of time of such breach.

Attachment Read, Understood and Fair: I have carefully read and considered the provisions of this Annexure and agree that all of the restrictions set forth are fair and reasonable and are reasonably required for the protection of the interests of the Company and enhancing its goodwill.

7. **Protection of Systems & Environment:** I agree that during the term of my employment or association with the Company, I shall render services, as directed, in an ethical & professional manner and in accordance with the work related Policies of the Company such as E-mail & Internet Usage Policy, Information Security Policy etc., and their modification from time to time. As a part of my job requirement, I may be required to, or would have access to Company's and Company customer's work and computer environment and, as such undertake not to incorporate into Company's and any customer deliverables, software, computer, network, data or other electronically stored information or computer program or system, any security device, program routine, device, code or instructions (including any code or instructions provided by third parties) or other undisclosed feature, including, without limitation, a time bomb, virus, software lock, drop-dead device, digital rights management tool (including without limitation so-called DRM root kits), malicious logic, worm, Trojan horse, trap door, or other routine, device, code or instructions with similar effect or intent, that may be capable of accessing, modifying, deleting, damaging, disabling, deactivating, interfering with, shutting down, or otherwise harming any software, computer, network, deliverables, data or other electronically stored information, or computer programs or systems,. I understand that any violation or likely violation hereof may expose the Company to enormous losses & damages, including without limitation claims from Company's customers and as such the Company will be entitled to recover all such monies from me.

8. **Remedies:** By virtue of the duties and responsibilities attendant with my engagement by the Company, I understand that great loss and irreparable damage would be suffered by the Company if I should breach any of the terms of this Annexure. I acknowledge that each such term is reasonably necessary to protect and preserve the interests of the Company. Therefore, in addition to all other remedies available to the Company at law or in equity, the Company shall be entitled to, without posting a bond, specific performance, a temporary restraining order and a permanent injunction to prevent a breach or the continuation of a breach of any of the terms of this Agreement.

9. **Representations:** I represent that my performance of all the terms of my employment agreement and this Annexure will not breach any confidentiality agreements prior to my employment by the Company. I have not entered into, and I agree I will not enter into, any oral or written Agreement in conflict with any of the provisions of the undertakings in this Annexure.

HCLT Confidential

iture of Employee:

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www.hcltech.com
www.hcl.com

10. **Integration:** I understand and agree that this Attachment is part of my integrated employment Agreement with the Company, and that the general provisions in the Agreement to which this is an attachment including, without limitation, those provisions concerning reformation and severability, shall be applied when interpreting this Annexure.

Accepted



Patil Aishwarya Sanjay
September 27, 2022

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Date: April 21, 2022
Ref: LTI/HR/EN9/Campus/2022
Name: Satyajeet Shankarrao Patil
College: All India Shri Shivaji Memorial Society's College of Engineering, Pune

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Satyajeet Shankarrao Patil,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on being selected as a **Graduate Engineer Trainee.** This offer is on the following terms and conditions, subject to a successful background check

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs.25000** as per the details mentioned in **'Annexure-1'.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You are required to register yourself as an 'apprentice' on the apprenticeship portal http://www.mhrdnats.gov.in within [7] days from the date of this offer or once your final semester is completed as applicable. You shall be required to accept the offer on the portal site as well.
4. You will also be issued a detailed Letter of Appointment as Graduate Engineer Trainee subject to you meeting the eligibility criteria as mentioned in **'Annexure-2'**. Your appointment is in accordance with the Apprentices Act, 1961.
5. **Documents** - Your offer is subject to you submitting all the mandatory documents at the time of joining. You may also need to submit other such documents as Company deems fit from time to time. In order to facilitate the joining process, we require documents in original from your end, which are mentioned in **'Annexure-3'**.
6. **Background Verification** - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.

   If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this **Graduate Engineer Trainee Offer Letter** on the **CampBuzz Portal** (https:\\campbuzz.lntinfotech.com) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period on the Company portal and accept the offer on the portal within (7) days, the aforesaid offer automatically stands cancelled. Post registration on the CampBuzz portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.
7. All Annexures appended herewith shall form an integral part of this letter.
8. Your engagement with the Company will be governed by the rules, regulations and policies of the Company in effect.

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9. The terms and conditions mentioned above are subject to change at any time at sole discretion of the Company and as per business demands without prior notice.

10. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

11. Post successful completion of 3 months and subject to joining the Company, your annual CTC including all benefits will be as per the details mentioned in 'Annexure-4'.

12. As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining.

    If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

    We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For Larsen & Toubro Infotech Ltd.

Ashish Naik
Associate Director -
Talent Acquisition

I have read the letter and accept the same.

Signature and Date



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ANNEXURE-1

Name : Satyajeet Shankarrao Patil	Date : April 21, 2022
Grade : GA2	
COMPONENTS	Rs. (P. M.)
Stipend	25000

Medical Insurance Premium

The Group Mediclaim Policy of Company covers trainee, employee and Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.

Trainees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.





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ANNEXURE-2

Eligibility Criteria for Engineering – Year 2022 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2022)	Less than 24 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA
	NOTE: • SSC /HSC should have cleared in FIRST ATTEMPT only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, final semester should have cleared in FIRST ATTEMPT only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation, Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above OR Equivalent CGPA
	• For the interview process, an aggregate of 60% & above till the results of the last conducted examination will be considered • Aggregate of 60% & above or equivalent CGPA must be obtained after declaration of final semester results
	• Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	• Conversion from CGPA into Percentage must be calculated as per your respective University norms
	• Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation, Post Graduation)	• No active/live backlogs allowed at the time of the interview process • All backlogs (if any) must be cleared with the final semester exams • All final semester subjects must be attempted and cleared in the First Attempt (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course)
	• Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2022 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization
Eligibility for Maternity Leave:	As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 80 days in the organization in the twelve months immediately preceding the date of her expected date of delivery





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Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.

2. I am aware that this recruitment process is completely free of cost.

3. I am aware that I may be subjected to immediate action by the company at any time during or after the interview/selection/joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.

4. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.

5. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.

Candidate Signature:

Name:

Institute Name:

Mobile No.:

Date of Interview process:





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ANNEXURE-3

Please bring along with you the following documents in original and one copy of the same.

A. Duly acknowledged copy of the Graduate Engineer Trainee Offer Letter.

B. Non-Disclosure Agreement.

C. Two copies of your recent passport size photograph with white background.

Attested copies of the following

1. Proof of age.
2. SSC/HSC or equivalent examination mark sheets.
3. Diploma / Degree mark sheets for all the Semesters/Years.
4. Passport first & last page.
5. Four wheeler Driving License.
6. Pan card.
7. Aadhar card.

You are requested to note that our offer is subject to submitting the above documents.



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ANNEXURE-4		
Name : Satyajeet Shankarrao Patil	Date : April 21, 2022	
Salary Grade : GE2		
Components	**Rs. p.a.**	**Rs. p.m.**
Basic		15000
Bouquet of Benefits		13515
Bonus		1750
A. Base Salary (PA)	**363180**	**30265**
Annual Incentive	0	
B. Total Variable (PA)	**0**	
C. Total Target Cash (A+B)	**363180**	
Provident Fund (PF)	21600	1800
Gratuity	8664	722
Mediclaim Premium	10556	
D. Retirals & Other Benefits	**40820**	
Cost to Company (CTC) C+D	**404000**	



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Medical Insurance Premium:
The Group Mediclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.
Employees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.

Group Term Life Insurance (GTLI):
There shall be a deduction of GTLI premium from your monthly salary to cover you under this Program. In case you choose to opt out of this Insurance program, you shall voluntarily to do so in December every year.

Notes:
1) Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2) H.R.A. will be deducted for accommodation (if any) provided by the Company.
3) You are covered under the ESIC Act and there will be statutory deductions as per the ESI policy.
4) The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
6) The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7) Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

- Following are the components applicable to you under **Bouquet of Benefits (BOB).**

Components	Limits	Remarks
House Rent Allowance (PM)	10% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional

*Balance amount under BoB will be paid as Adhoc Allowance per month and will be fully taxable.

-You are required to declare your options under BoB in the SSC Portal.The guidelines relating to BoB are available under HR Policies.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

- Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.





A.Y. 2021-22 (47)

Johnson Controls (India) Private Limited
Registered Office Address: 3rd Floor B2 Tower,
Cerebrum IT Park, Kalyani Nagar,
Pune-411014, Maharashtra, India
Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U33130PN1995PTC188911

Johnson Controls

23rd August, 2022

Mr. Kedar Pawar
D-B-18, Chandrangan Housing Society
near Chintamani DnyanpeethAmbegaon Pathar, Pune - 411046

Dear Kedar,

OFFER OF EMPLOYMENT

With reference to your application and subsequent interviews you had with us, we are pleased to offer you an appointment as **Graduate Engineer Trainee - Global Sales Support COE** at Pune for this position you will report to Jyoti Kulkarni – Engineering Manager

You are advised to join us on or before **22nd September, 2022.** Your detailed appointment letter will be issued to you on your accepting this offer and completing the pre joining formalities. This offer is valid for acceptance for a period of 3 working days from the date of issue.

While joining you are requested to produce following documents in original along with Xerox copy of each.

1. Educational Certificates
2. Relieving letter from previous 3 employers, if applicable
3. Previous employment experience certificates, if any.
4. Last Pay certificate/ slip, if any.
5. Last appraisal letter
6. Latest passport size color photograph- 08 nos
7. School leaving certificate
8. Pancard Copy, Mandatory
9. Aadhar Card, Mandatory
10. Passport Photocopy, if available
11. Cancelled Cheque of existing valid Savings Bank A/C
12. Provident Fund – UAN No. (Universal Account Number)

Please note that as a part of the hiring process, we would also be undertaking your Background Verification Check. We will share an application form as consent for conducting the said check and request you to return the completed form.

As a confirmation of your acceptance, please sign one copy of this offer and return it to us.
We look forward to having you on board soon.

Yours sincerely,
For Johnson Controls (India) Private Limited

Divya Jha
Director – Human Resources

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Johnson Controls (India) Private Limited
Registered Office Address: 3rd Floor,B2 Tower,
Cerebrum IT Park, Kalyani Nagar.
Pune-411014, Maharashtra, India
Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U33130PN1995PTC188911

Johnson Controls

Salary Annexure

Name of the Employee : Kedar Pawar
Designation : Graduate Engineer Trainee
Location : Pune

Proposed Salary Component	***Amount (INR)***	
	Per Month	***Per Annum***
Basic Salary	15008	180100
House Rent Allowance	7504	90050
Conveyance Allowance	1600	19200
Food Allowance	2200	26400
Leave Travel Allowance	4500	54000
Statutory Bonus	1400	16800
Balancing Allowance	6931	83175
Gross Salary	**39144**	**469725**
Provident Fund	1801	21612
Gratuity	722	8663
Cost To Company (CTC)	***41667***	***500000***
Confirmation Bonus* (paid after completion of 12 months from date of joining)		***60000***

- ***Confirmation Bonus*: This confirmation bonus shall be paid after the completion of 12 months of training period from the date of joining. This amount will be recovered in full, incase employee exits within 12 months from date of payout.***
- ***Note: By signing off this offer letter, I hereby acknowledge that my performance will be evaluated during probation period and my completion of mandatory compliance trainings is also a condition for completion of probation.***

Yours sincerely,
For Johnson Controls (India) Private Limited

Divya Jha
Director – Human Resources

ASSMS COLLEGE OF ENGINEERING PUNE

(49) 48

VOLKSWAGEN
GROUP TECHNOLOGY SOLUTIONS INDIA

Volkswagen Group Technology Soulutions India
Ragiv Gandhi Infotech Park - Pune

Your Reference
Your Letter from
Our Reference
020 3915 7139 Extension
Vaibhav.Kshirsagar@volkswagen.co.in Fax / E-Mail
July 15, 2022 Date

To,
Mr. Tanmay Pawar
Pune

Volkswagen Group Technology Solutions India Private Limited
(Formerly known as Volkswagen IT Services India Private Limited)

Embassy Techzone,
9th Floor, 1.3 Congo Building,
Rajiv Gandhi Infotech Park,
Hinjewadi – Phase II,
Pune – 411057,
Maharashtra, India

Phone: +91-20-3915 7000
www.vwits.in

CIN: U72900PN2015TC155348

Sub: Appointment Letter

Dear Tanmay,

We are pleased to inform you that you are hereby offered employment in **Volkswagen Group Technology Solutions India Pvt. Ltd.** (VWITS), herein after referred to as "Company" and required to join on or before **August 01,2022.** This offer is based on your application for employment, and our subsequent discussions and interview.

You will be employed by the Company on Grade **10** as **Software Engineer Trainee** in the VWITS at Pune location on the following terms and conditions:

Offer and Compensation Package: Your total annual remuneration (Cost to Company) will be INR. 500000 (INR Five Lakh).The detailed breakup of your remuneration is enclosed in Annexure I. All other allowances shall be as per statutory provisions and as per Company policies / guidelines/ procedures as applicable. Your salary has been fixed so as to include any overtime work if any arises. Your employment will be governed by the policies, guidelines and procedures of the Company as applicable to you from time to time; however your attention is particularly drawn to the following points:

Probation: You will be on probation for a period of six months from the date of your joining our company. During this period your performance will be subject to review by the management. In case your performance is not found satisfactory your probation period could be extended by another period not exceeding three months, or your services could be dispensed with at the sole discretion of the management.

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Capgemini

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

Superset ID: 1269417

Letter of Intent ("LOI")

Dear Abhishek Khedkar,

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

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

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

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

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

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

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



Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1269417**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1269417**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1269417**

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature





ANNEXURE 1

Abhishek Khedkar
Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only).** On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only).** Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature



Programs Name and Assessment Year Electronics & Telecommunication – 2021-22					
S. No.	**Name of the student placed**	**Mobile No.**	**Enrollment no.**	**Name of the Employer**	**Appointment letter reference no. with date**
1	Dhanashree Chore		2021-22	Hexaware Technologies, Capgemini	LOI Date: 28.01.2022
2	Ishan Gupta		2021-22	Siemens,Tech Mahindra, Zensar	In process
3	Kedar Pawar		2021-22	Capgemini, Zensar, Jonson Control	In process
4	Megha Tadge		2021-22	TCS	Ref:TCSL/CT20203555126/Pune Date:12.11.2021
5	Daideep Bhingarde		2021-22	Zensar TCS, Wipro	Ref:0081559_3/1639366 Date: 08.01.2022
6	Rinki		2021-22	TCS, Cognizant	Ref:TCSL/CT20203461829/Pune Date:05.10.2021
7	Monali Londhe		2021-22	Wipro	Date:28.01.2022
8	Manjusha Burange		2021-22	TCS	Ref:TCSL/CT20203545807/Pune Date:05.10.2021
9	Apurva Kumbhar		2021-22	Harman TCS,Nihilent	Date:11.03.2022
10	Vaishnavi Mohite		2021-22	Wipro	Date:21.01.2022
11	Abhishek Khedkar		2021-22	Capgemini, TCS	Superset ID: 1269417
12	Anuja Joshi		2021-22	Zensar, Birlasoft,Wipro	Ref:0081559_3_1639340 Date:08.01.2022





13	Rutuja Kothari		2021-22	Wipro	Date:23.01.2022
14	Vinit Gujarkar		2021-22	Wipro, Hexaware Technologies, Cognizant	Candidate ID: 19938319 Date: 29.01.2022
15	Tanmay Dahale		2021-22	Cognizant	In process
16	Tanmay Pawar		2021-22	TCS, Capgemini	In process
17	Paarth Umbarkar		2021-22	TCS	Ref:TCSL/CT20203546027/Pune Date:05.10.2021
18	Kunal Varade		2021-22	Hexaware Technologies , TCS	LOI Date:28.01.2022
19	Suyash Rajpure		2021-22	Jio Platforms Ltd.	In process
20	Vinay Pohankar		2021-22	Cognizant , Vyom labs	Candidate ID: 19938266
21	Rasika Hasurkar		2021-22	Cognizant	LOI Superset ID:2216876 Date:07.01.2022
22	Kaustubh Adhav		2021-22	Cognizant	In process
23	Aishwarya Patil		2021-22	Cognizant, Infosys	In process
24	Tanmayee Gajare		2021-22	Tech Mahindra	In process
25	Sana Subhedar		2021-22	Automation Edge, Bristlecone	In process
26	Preeti Kumari		2021-22	Nihilent	Final Select: Email
27	Pooja Dilip Kulkarni		2021-22	Bristlecone	Email
28	Akshat Gupta		2021-22	Jio, Blazeclan, Cognizant	In process
29	Aniket Ajur		2021-22	Hexaware Technologies	Email
30	Sakshi Singh		2021-22	Harman, Nihilent	In process

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31	Satyajeet Patil		2021-22	Rudder Analytics , Capgemini , LTI	In process
32	Harshavardhan Darekar		2021-22	Harman	Date:11.03.2022
33	Saurabh Jangam		2021-22	Capgemini	In process
34	Rohit Khandare		2021-22	VokseDigital.	In process
35	Vishal Bandge		2021-22	Hexaware Technologies, Infosys	In process
36	Krutika Jagtap		2021-22	Forbes Marshall	In process
37	Khushboo Khobragade		2021-22	Pentagonspace	Letter
38	Atharva Mane		2021-22	Nihilent , Renault-Nissan	In process
39	Miheeka Khair		2021-22	RIA Advisory	In process
40	Meghana Nagdive		2021-22	KPIT Technologies	In process





Programs Name and Assessment Year Electronics & Telecommunication – 2020-21					
S. No.	**Name of the student placed**	**Mobile No.**	**Enrollment no.**	**Name of the Employer**	**Appointment letter reference no. with date**
1	Ms. Swar Malu		2020-21	BirlaSoft (KPIT) Ltd.	BSL/HR/APPT/2020-00148870 Date:18.08.2021
2	Mr. Pranav Lalwadia		2020-21	L&T Infotech Ltd.	LTI/HR/EN1/T0030670 Date:26.08.2021
3	Ms. Komal Jadhav		2020-21	Infosys & Nihilent Technologies & Amazon	HRD/3T/1002137953/21-22 Date:21.10.2021
4	Mr. Prathmesh Pardeshi		2020-21	Tata Consultancy Services (TCS)	TCSL/CT20203286476/Pune Date: 10/01/2021
5	Mr. Aniket Dalvi		2020-21	Tata Consultancy Services (TCS)	TCSL/CT20203476898/Pune Date: 10/01/2021
6	Ms. Yukta Bharambe		2020-21	Tata Consultancy Services (TCS)	TCSL/CT20203389349/Pune Date: 10/01/2021
7	Mr. Prathmesh Bhondave		2020-21	Tata Consultancy Services (TCS)	TCSL/CT20203407509/Pune Date: 10/01/2021
8	Ms. Anushka Tidke		2020-21	Tata Consultancy Services (TCS)	TCSL/CT20203462523/Pune Date: 10/01/2021
9	Mr. Ankush Basarge		2020-21	Qualitykiosk & Accenture (4.5 Lakh)	C9674576 Date: 24.06.2021
10	Mr. Prateek Jha		2020-21	Amazon & Accenture (4.5	In process





				Lakh)	
11	Mr. Rohit Jain		2020-21	Endurance & Accenture (4.5 Lakh)	C9692567 Date:29.07.2021
12	Mr. Abhishek Lad		2020-21	Johnson Control	Date: 01.09.2021
13	Ms. Astha Sharma		2020-21	Johnson Control & Infosys	Date: 01.09.2021
14	Ms. Shivani Singh		2020-21	Accenture (4.5 Lakh)	C9683940 Date: 03.06.2021
15	Mr. Rushikesh Darwatkar		2020-21	Accenture (4.5 Lakh)	C9674583 Date:24-Jun-2021
16	Ms. Shreya Gorte		2020-21	Accenture (4.5 Lakh)	C9683950 Date: 26.06.2021
17	Mr. Shivam Deshmukh		2020-21	Infosys	HRD/3T/21-22/1002132535 Date: 27.07.2021
18	Mr. Shreyash Kadam		2020-21	Infosys	HRD/3T/21-22/1002137089 Date: 27.06.2021
19	Ms. Sweta Bhoskar	7775941100	2020-21	Infosys	In process
20	Ms. Sweta Gaddi		2020-21	Infosys	HRD/3T/1002136828/21-22 Date: 11.10.2021
21	Pragna Chatala		2020-21	Digital India Corporation (Ministry of Electronics and Information Technology, Govt. of India) & Thirdware Solution	3(42)/2014-EG-II/042 28.09.2021
22	Rutuja Patil	7057194192	2020-21	Tech Mahindra	In process





23	Ram Tapse Patil		2020-21	HoneyWell & Tech Mahindra	Letter
24	Rushikesh Nikam		2020-21	TCS & eClerx Services Ltd	TCSL/DT20219443819/Lucknow Date: 14/01/2022
25	Rakesh Sawant		2020-21	Cognizant & eClerx Services Ltd	Candidate ID: 16831968 Date: 29.08.2021
26	Tausif Ahmed		2020-21	Hexaware	Date: 16.09.2021
27	Sakshi Pawar	9822134549	2020-21	Capgemini	In process
28	Kasturi Phalle	7028195669	2020-21	Capgemini	In process
29	Vedant Kasat	7218054261	2020-21	Tata Consultancy Services (TCS)	In process
30	Shreya Usturage	9404926658	2020-21	Tata Consultancy Services (TCS)	In process
31	Prajakta Khatavkar		2020-21	Cognizant	Candidate ID: 17787226 Date: 26.08.2021
32	Sagar Bhakre		2020-21	Cognizant	Candidate ID: 16737914 Date: 29.08.2021
33	Rutuja Patil	7057194192	2020-21	Tech Mahindra	In process
34	Sonali Gardade	9834050838	2020-21	Pinclick	In process
35	Priyanka Sawant		2020-21	Capgemini & Pinclick	Ref: 5145248/998696 Date: 11.09.2021
36	Samiksha Metha		2020-21	Digital India Corporation (Ministry of Electronics and Information Technology, Govt. of India)	3(42)/2014-EG-II/047 28.09.2021

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				& Jio Platforms Limited	
37	Shivkumar Dange		2020-21	Amdocs Development Center India Pvt. Ltd.	Offer ID: 250111 Date: 11.10.2021
38	Rajashri Anjanayya Yalla		2020-21	Jonson Controls	Date: 21.09.2021
39	Nikita Killedar		2020-21	Accion Labs India Pvt. Ltd.	Offer Letter Date: 13.11.2021
40	Pooja Patil		2020-21	Tata Consultancy Services (TCS)	TCSL/CT20203538387/1637574/ Pune Date: 11/11/2021
41	Komal Deshmukh		2020-21	Infosys	HRD/3T/1002478816/21-22 Date: 02.11.2021
42	Kateppa Koli		2020-21	Infosys	HRD/3T/1002473196/21-22 Date: 29.10.2021
43	Neha Waghmare		2020-21	Infosys	HRD/3T/1002481737/21-22 Date: 06.11.2021





Cognizant

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29-Jan-2022

Dear Pohankar Vinay Ashok,
B.E., Electronics & Communication Engineering
Aissms College Of Engineering

Candidate ID – 19938266

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

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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:**

Cognizant

Compensation and Benefits

Name: Pohankar Vinay Ashok **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

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

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

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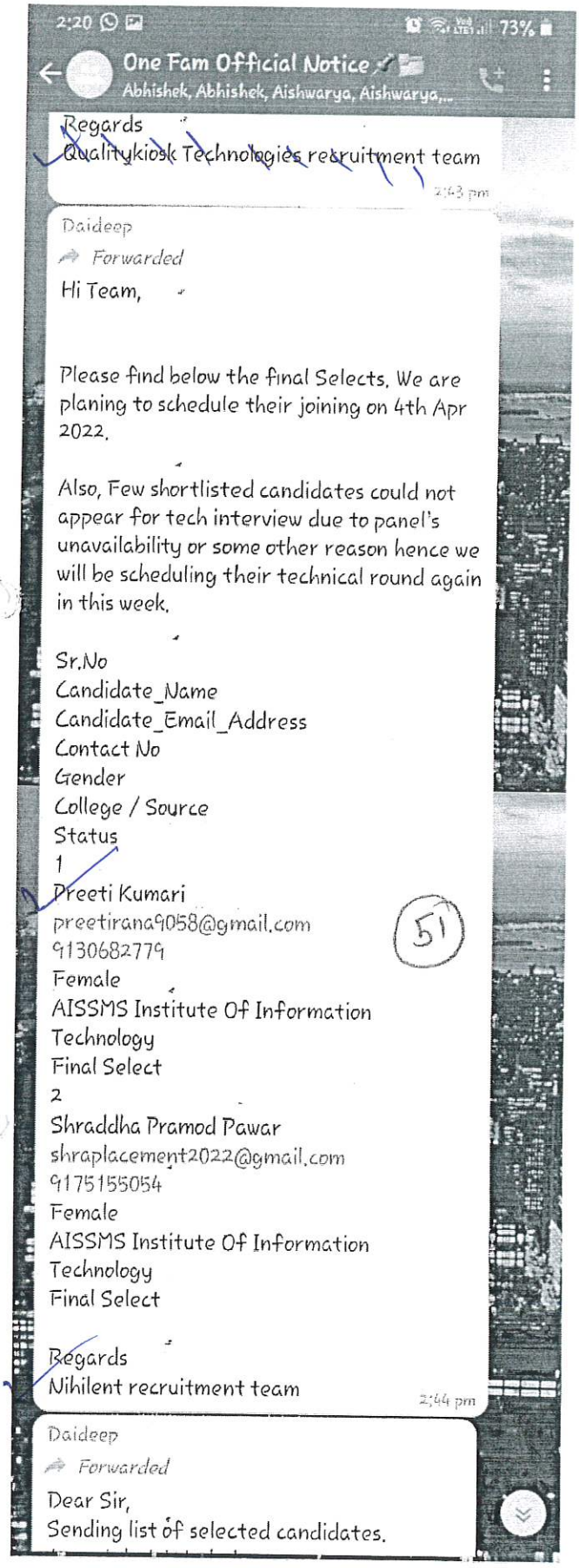

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One Fam Official Notice
Abhishek, Abhishek, Aishwarya, Aishwarya,...

Regards
Qualitykiosk Technologies recruitment team

2:43 pm

Daideep
Forwarded

Hi Team,

Please find below the final Selects, We are planing to schedule their joining on 4th Apr 2022.

Also, Few shortlisted candidates could not appear for tech interview due to panel's unavailability or some other reason hence we will be scheduling their technical round again in this week.

Sr.No
Candidate_Name
Candidate_Email_Address
Contact No
Gender
College / Source
Status
1
Preeti Kumari
preetirana9058@gmail.com
9130682779
Female
AISSMS Institute Of Information Technology
Final Select
2
Shraddha Pramod Pawar
shraplacement2022@gmail.com
9175155054
Female
AISSMS Institute Of Information Technology
Final Select

51

Regards
Nihilent recruitment team

2:44 pm

Daideep
Forwarded

Dear Sir,
Sending list of selected candidates.

Only admins can send messages

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A.Y-2021-22

51 51

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OFFER LETTER

To,
Rekha Vitthal Rajguru
120/1 Annabhau Sathe Vasahat, m.s.e.b office samor, Sinhangad road , big bazar Pune 30
Pune, Pune
Maharashtra, Pin-411030

Date : 22-11-2022

Dear Rekha Vitthal Rajguru,

Sub : Offer of Employment - Trainee Software Engineer

Further to our recent meetings and discussions, we are pleased to offer you the position of Trainee Software Engineer subject to the following terms & conditions.

1. Date of Joining :

Subject to your acceptance of these terms, your employment will commence on or before 30-11-2022. As the world heals from the pandemic and restrictions get lifted, we have reinitiated an in-person onboarding experience. Please ensure your presence at the following venue by 09.30 AM.

Allianz , Tower A , 12th floor, Phase 2, EON IT Park - Kharadi, Pune, India 411014

2. Location :

Your initial employment location will be our office at Allianz, 4th Floor, Wing 4, Cluster C, EON IT Park, Kharadi, Pune, Maharashtra. The Company may transfer you to other locations from time to time.

3. Cost to company :

Your total employment Cost to Company (CTC) will be INR 300000 (Rupees Three Lakh) per annum. Please refer to Annexure I for details.

You will be eligible to participate in the Company's employee benefit Plans as are generally made available to similarly situated employees of the Company, subject in each case to the terms and conditions of the Plan in question. Full details of these Plans will be provided when you join employment. All amounts payable to you shall be subject to deduction of tax at source as per applicable law from time to time. Deductions will also be made in accordance with other applicable laws and for contributions to employee benefits schemes as may be applicable from time to time (e.g. provident fund, ESI). Your remuneration will be subject to revision as per the Company's compensation policies and guidelines in effect from time to time.

4. Probation :

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You will be on probation for a period of 6 months from the date of your joining employment. During your probation, your employment is provisional and subject to successful completion of your probation. During this period, your performance will be reviewed by your line manager and you are expected to demonstrate the technical and functional skills(as applicable) associated with your position together with the core values of the Company including but not limited to, cooperation, teamwork and a positive attitude. Failure to perform as expected may result in the termination of your employment or extension of your probation period for a further period of 3 months. If you successfully complete your probation, you will be deemed to be a permanent employee of the Company and will be communicated to you through formal written communication. Any extension of probation or termination will be communicated to you in writing.



Allianz Technology SE
(Formerly Allianz Managed Operation & Services SE)
EON Free Zone 5th Floor, Wing 4, Cluster C,
Plot No. 1, S.No 77,
MIDC Knowledge Park, Kharadi, Pune, Maharashtra-411014.
Phone +91 (0)207 1022444
www.allianz.com

RBI Registration Number : KCBO12003376
ROC Registration Number : F04336

OFFER LETTER

5. Notice Period :

While you are on probation, you may resign from the services of the Company by giving the Company prior written notice of 30 days or salary in lieu thereof. Once your services with the Company are confirmed, you may resign from the services of the Company by giving the Company prior written notice of 90 days or salary in lieu thereof. However, the Company reserves the right to accept or reject your proposal based on business requirements.

During your probation, you may be discharged from the Company's services at any time with 30 days prior notice or salary in lieu thereof, without assigning any reason. Upon confirmation, the Company may terminate your employment at any time after providing you 90 days advance notice or payment of salary in lieu thereof.

6. Pre - Conditions :

This offer, and should you accept this offer, your continued employment with the Company, are subject to and conditional on the following:

a) All the facts mentioned in your resume and stated during other discussions with the Company during the interview process being true and correct;

b) Verification of the original documents listed in Annexure II. (Please bring the originals of these on your date of joining work); and

c) The Company receiving satisfactory references and/or background check results as the Company may seek in its discretion. The Company may undertake a background and/or verification check prior to or at any time subsequent to your joining employment and may engage the services of a third party agency to undertake the same.

The Company may disclose your personal information to such agency solely for the purpose of undertaking the necessary verification on behalf of the Company.

Please note that in the event the Company is not satisfied with any of these items, the Company reserves the right to withdraw this offer or rescind your employment contract with the Company. If at any time during your employment, any of the facts or documents submitted by you are found to be false, your services are liable to be terminated immediately without any notice or compensation. The Company assures you that any personal data and information collected from you will be used only in connection with this offer and your employment with the Company (should you accept this offer) and shall be protected from unlawful disclosure in accordance with the Information Technology Act, 2000 as amended from time to time.

7. Other Terms and Conditions of Employment :

This is a full time position and you will be required to devote the whole of your time and efforts to your employment with the Company. On joining employment, you will be required to sign and agree to be bound by the standard terms and conditions of employment of the Company. In addition to these terms, your employment will also be governed by all applicable rules, regulations and policies of the company that are in force from time to time.



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OFFER LETTER

8. No Conflict :

If you accept this offer, you will be confirming that you are not party to any agreement or arrangement which in any way restricts, prohibits or debars you from accepting the offer made by the Company including but not limited to any non-compete, non-disclosure or restrictive agreement or terms and that you will have no continuing obligations or restrictions which will apply to you from the date of commencement of your employment with the Company or if you are so bound, that will honour such covenants and agreements.

This offer will remain open for a period of 3 working days. If this offer is acceptable to you, please confirm your acceptance in writing via electronic mail to your recruiter. If no such intimation of acceptance is received within the given timeline, this offer shall stand automatically withdrawn.

Should you have any questions with regard to this offer, please do not hesitate to get in touch with your point of contact in Talent Acquisition Team.

We hope you will find this offer acceptable and look forward to you joining the Company.

For Allianz Technology SE(India Branch),

Somesh Jauhari
Head OF Branch Allianz Technology, India.

Pooja Walia Garde
Group Manager-People Functions

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Annexure - I

Name : Rekha Vitthal Rajguru
Grade : AGS 5
Designation : Trainee Software Engineer

Components	Monthly (INR)	Annual (INR)
Base Pay		
Basic	6500	78000
Co's contribution to PF	1800	21600
Gratuity	313	3752
Choice pay		
Food Coupons	2500	30000
LTA	541	6497
Medical Expenses	1250	15000
Transport	1600	19200
HRA	2600	31200
Statutory Bonus*	583	7000
Other allowance	6122	73465
Gross	23810	285714
Variable pay		
Annual Bonus **	1191	14286
Final CTC	25000	300000

*Statutory Bonus will be paid in April

**The Annual Bonus Scheme is paid out at the company's sole discretion based on both the company and individual performance. Only those employees who joined the organization on or before 30th September of a year and continue to be on company rolls on the last day of March in the subsequent year (i.e. the year of payment) are eligible for Bonus.

Employees who have resigned and are serving notice as on the last day of March (in the year of payment) are also not eligible for this bonus scheme. Annual Bonus is usually paid in the month of April.

Increments are paid out in April for the employees who joined on or before 30th September of the previous year and will be at the discretion of the company, based on individual performance as well as company performance, business outlook and other relevant factors.





Allianz Technology SE
(Formerly Allianz Managed Operation & Services SE)
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MIDC Knowledge Park, Kharadi, Pune, Maharashtra-411014.
Phone +91 (0)207 1022444
www.allianz.com

RBI Registration Number : KCBG12003376
ROC Registration Number : F04336

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Explanation of Compensation

Components	Description
1. Base Pay	The fundamental salary component to which many other compensation components are linked.
2. Retirals	These elements of compensation are not paid out until later when certain conditions are met.
2.1 Provident Fund (PF)	12% of monthly wage to a maximum of INR 1800/-.
2.2 Gratuity	4.8% of Basic Salary, which is included as a part of your Annual Remuneration denotes the company's contribution to the Gratuity Fund based on actuarial calculations. You are not entitled to this amount as a cash component as this is intended to be a retiral benefit. Gratuity is payable to you as per the Payment of Gratuity Act, 1972, on cessation of your employment after at least 5 years of continuous service with the Company.
3. Choice pay	Choice Pay allows employees to choose a benefit basket that suits their needs. For certain elements, employees may avail of tax exemptions as per prevailing tax laws. The elements are listed below.
3.1 Leave Travel Allowance	LTA can be used for up to a maximum of economy class airfare or First Class Train fare twice during a 4 year block period as per Income tax rules.
3.2 Medical Expenses	Rs. 15,000/- per annum. To be used for medical expenses.
3.3 Food Coupons	Upto a Maximum of Rs. 2500/- per month.
3.4 Transport	Maximum Rs. 1600/- per month. To be used for vehicle expenses.
3.5 House Rent Allowance	Maximum 40% of Basic Salary per annum. To be used for house rent.
3.6 Statutory Bonus	Statutory Bonus is payable as per the provisions of the Payment of Bonus Act, 1965 to eligible employees.
3.7 Other allowance	Remaining of Choice Pay funds and is a taxable amount.
3.8 Annual Bonus	The Annual Bonus Scheme is paid out at the company's sole discretion based on both the company and individual performance.



Allianz Technology SE
(Formerly Allianz Managed Operation & Services SE)
EON Free Zone 5th Floor, Wing 4, Cluster C,
Plot No. 1, S.No 77,
MIDC Knowledge Park, Kharadi, Pune, Maharashtra-411014.
Phone +91 (0)207 1022444
www.allianz.com

RBI Registration Number : KCBO12003378
ROC Registration Number : F04336

Allianz

Private & Confidential

Annexure - II

Following are the mandatory list of original documents you will need to produce on the date of Joining. An electronic version of these documents will be required to be submitted for our background verification agency, who will contact you for initiating background verification process

1. Educational Certificates and marklists (10th, +2, Graduation) (Original and 1 Copy)

2. Experience Certificate from past employer(s) (Original and 1 Copy)

3. Relieving letter from the past employer(s)(Original and 1 copy)

4. Pan Card (Original and 1 Copy) or copy of Form 49A if the PAN Card is not available. It is mandatory to have Permanent Account No. for all salaried employees.

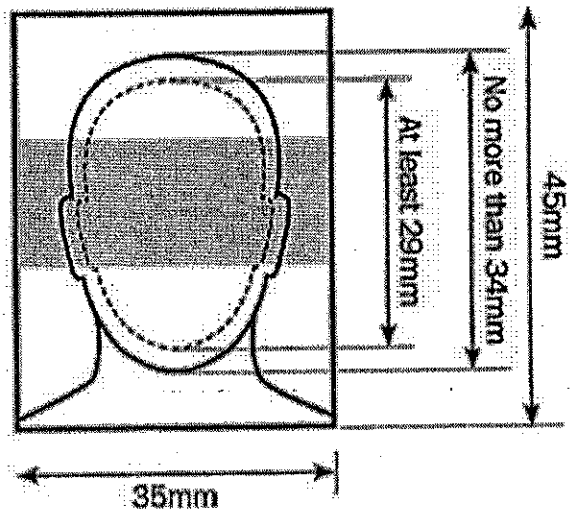
5. Pay Slips from last employer - Last 3 months

6. Address Proof (any of these): Passport, Driving License, Ration Card, Voter -ID, Rental Agreement. (Original and 1 Copy)

7. Aadhaar Card (1 Copy & Original). Aadhaar Card is mandatory for Statutory Benefits (PF /ESI).

8. Universal Account Number (UAN) & Employee State Insurance (ESI)Number, if you have received it from your Previous Employer.

9. Three passport size photographs with 35mm Width and maximum 45mm height with white background.



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RBI Registration Number : KCBO12003376
ROC Registration Number : F04336

A.Y. 2021-22

52

Mr. Omkar Raut
Pawar Wasti
Keshav Nagar
Mundhwa
Pune – 411036
Contact Number: +91- 7796884209

Chengalpattu, April 17, 2022
HR/16890/Apr2022

Dear Omkar Raut,

Congratulations!

We are pleased to offer you the position of **Trainee (Graduate Engineer)** with Renault Nissan Technology & Business Centre India Pvt. Ltd. Your location for reporting is Chennai (Mahindra World City), India and the scheduled date of joining is on or before **August 08, 2022**. The offer stands withdrawn thereafter unless the date is extended or communicated to you in writing.

The eligibility criteria prescribed for the above position is a pass in the **7th & 8th** semester of **Bachelor of Engineering (ECE)** exam and overall grade /percentage of minimum 70% in academics. This Offer and appointment, if any, pursuant to the above is provisional, subject to you securing a pass in the above **7th & 8th** semester of **Bachelor of Engineering (ECE)** exam and overall grade/percentage of minimum 70% in academics and you providing us the consolidated mark sheets or Provisional certificates, to our satisfaction, on or before 30th October 2021. Any failure, on your part, in this regard, shall automatically disentitle you to continue in the services of the Company.

Your annual gross salary will be **Rs.4,25,000-(Rupees Four Lakhs Twenty Five Thousand Only)** as detailed in Annexure 1. You will also be covered under the Company Group Insurance Scheme as per policy terms agreed by the company.

Your terms and conditions of employment are as mentioned in Annexure 3. You will be governed by the terms and conditions of the company and subject to any further amendments from time to time. You are advised to read the Annexures carefully and if the terms and conditions are acceptable to you please sign the duplicate copy as a token of you having understood and accepted the same.

In case of further clarifications with reference to your joining, please get in touch with our Joining Cell on Email: ask.hrssc@rntbci.com and you are requested to submit the copies of self attested document as per Annexure 2 at the time of joining.

Renault Nissan Technology & Business Centre India (RNTBCI) family welcomes and wishes you for a rewarding career.

'In line with Government of India regulations, you need to possess Aadhaar or an Aadhaar enrollment number in order to complete your joining formalities. In case your Aadhaar card contains only year of birth, please use the Self-service update portal (SSUP) or approach an enrollment center to update your date of birth. We require the Aadhaar or Aadhaar enrollment number with your date of birth included'.

Acceptance of Offer

Omkar Raut

AISSMS COLLEGE OF ENGINEERING PUNE

Sincerely

Venkata Subramanian
Head – Talent Acquisition
RNTBCI

Encl : **Annexure 1**(Salary structure), **Annexure 2**(Check list of documents), **Annexure 3**(Terms & Conditions of Employment), **Annexure 4**(Mandatory Medical Checkup), **Annexure 5**(Covering Letter for Medical Checkup), **Annexure 6**(Pre Test Requirement)

Annexure 1
(Salary Structure)

Name	Omkar Raut	
Designation	Trainee (Graduate Engineer)	
Department	ISIT	
Location	Chennai	Mahindra World City
Item	Monthly	Annual
Basic	15,000	1,80,000
PF (Employer Contribution)	1,800	21,600
PF (Employee Contribution)	1,800	21,600
Gratuity	722	8,658
Sub Total – A	**19,322**	**2,31,858**
Benefit Basket – B		
1) Voluntary Provident Fund	The employee will have the benefit of choosing the option	
2) Employer NPS		
3) HRA		
4) Children Education Allowance		
5) Children Hostel Allowance		
6) LTA		
7) Food coupons		
8) Mobile Reimbursement		
9) Car Maintenance Reimbursement		
Sub Total - B	**Total of Benefit basket**	
Special Allowance (Excess of 1 to 9 will be put here) – **C** (If Any)		
Gross Salary = A+B+C	**35,417**	**4,25,000**

→ In Addition to the Gross Salary indicated above, your CTC (Cost to Company) includes other benefits applicable as per RNTBCI designation band.

→ If your basic salary is lower than Rs 21,000 per month, you will be entitled to Bonus as per the provisions of the Payment of Bonus Act, 1965.

→ **Benefits**

* Company Group Insurance Scheme
  - Group Mediclaim Policy - for Self & nuclear family (Spouse & 2 children)
  - Group Term Life Insurance - for Self
  - Group Accidental Policy - for Self
* Retirals
  - Employee's Group Gratuity Assurance Scheme linked to LIC (Life Insurance Corporation of India)

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Omkar Raut

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Annexure 1A
(Salary Structure)

Component	Summary
Basic Salary	One of the salary component to which other components in the CTC (Cost to Company) is linked based on RNTBCI rules
Retirals	In order to support you financially, post your retirement age. Conditions applied as per Law
1) Provident fund	12% of basic salary is contributed to the Provident Fund towards Employer Contribution. Another 12% of basic salary is contributed from the employee contribution.
2) Gratuity	Calculated @ 4.81% of basic salary; It shall be paid in accordance with the Payment of Gratuity Act, 1972 & Rules, and any amendments by the appropriate Government from time to time, subject to meeting the eligibility and criteria under the Act and the Rules.
FBP (Flexible Benefit Plan)	It allows you to choose the benefit basket that suits your need and avail tax exemptions as per prevailing tax rules. This is subject to change from time to time.
1) Voluntary Provident Fund (VPF)	Apart from contributing the normal 12% of your basic pay, you may choose to contribute towards your retirals, subject to a maximum of 12% of Basic (In addition to mandatory contribution)
2) Employer NPS	Maximum 10% of basic salary per annum
3) House Rent Allowance	Maximum 50% of basic salary per annum. House Rent Receipts to be produced for proof
4) Children Education Allowance	Rs.1200/- per annum per child. Maximum upto 2 children
5) Children Hostel Allowance	Rs.3600/- per annum per child. Maximum upto 2 children
6) Leave Travel Allowance	Upto 2 months of basic per annum.Economy class air fare/ I Class Train fare twice in a block period of 4 years. Current block period is 2018-2021.
7) Food Coupons	Upto Rs.43,200/- per annum subject to RNTBCI policy for FBP.Sodexo food coupons; can be used in grocery shops / restaurants.
8) Mobile Reimbursement	Rs.42,000/- per annum subject to two telephone connection in employee's name.
9) Car Maintenance Reimbursement	Rs.28,800/- per annum subject to IT rules Car capacity wise. RC copy to be provided as proof (Fuel expensed or Maintenance Expenses) on employee's name.
Annual Gross Salary	Basic Salary + Retirals + FBP
Group Mediclaim Policy	You will be covered under Company Group Insurance Floater Policy with a basis cover for the family (Employee+Spouse+2 dependent children below 25 years) paid by the Company as per Group Mediclaim Insurance Scheme of RNTBCI. Hospitalization cover; Cashless or Reimbursement upto Rs.5,00,000/-(Rupees Five Lakhs Only) per annum as per the designation band. All terms & conditions are subject to change as per Company Group Insurance Scheme.
Group Accidental Policy	You will be covered under Company Group Accidental Insurance Policy for Rs.5,00,000/-(Rupees Five Lakhs Only). All terms & conditions are subject to change as per Company Group Insurance Scheme.
Group Term Life Insurance Policy	You will be covered under Company Group Term Life Insurance Policy for minimum of Rs.15,00,000/-(Rupees Fifteen lakhs Only) or 2x of Annual Salary whichever is higher. All terms & conditions are subject to change as per Company Group Insurance Scheme.

→ Company Transport details as follows

Transportation Details	Employees availing Bus Transportation -General Shifts	Rs 2250/-* per month deduction through Payroll
	Employees Travelling by Train (Subject to producing of document evidences)	Rs.300/- or at actuals, whichever is less, will be reimbursed for employees travelling from Chengalpattu and Perungalathur
		Rs.500/- or at actuals, whichever is less, will be reimbursed for employees travelling from Tambaram and Beach

The details will be specified at the time of joining.
* The deduction amount towards Company Transportation can change subject to company's discretion and the same will be intimated at the time of change.

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Annexure 2
(Check list of Documents)

Following copies of self-attested document are required to be produced at the time of joining along with the Originals for Verification:

Requirements	Remarks
Educational Details	All mark sheet & certificates – From X Std. till UG/PG etc.
Employment Record	Offer Letter of the last organization with Salary slip or Salary certificate. Relieving letter from last 5 organizations & Experience letter from all the companies worked so far(Experience will be accounted based on the documents submitted).
Photographs	2 Formal Passport size photographs with white background
Passport / VISA/ RP	Copy of your passport(Originals will be verified) In case of foreign national, copy of your employment VISA with RNTBCI and copy of your residence permit must be submitted(Originals will be verified)
Pan Card	Copy of Permanent Account Number(Originals will be verified)
Investment Declaration	Form 12C

You are requested to produce **your original diploma/ degree certificate at the time of joining**. In lieu of this, you need to provide provisional certificate (as applicable). If you fail to produce your diploma/degree certificate within three months of your joining, you may be terminated from the roles of RNTBCI.

Your offer has been made based on the information furnished by you at the time of interview. However if there is a discrepancy in the copies of the document/ certificate given by you as a proof in support of the above, RNTBCI reserves the right to revoke the offer at any time during your service.

Your joining will be subject to submission of all the above documents.



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Omkar Raut

Annexure 3
(Terms & Conditions of Employment)

Compliance to Quality Standards

You will be required to understand and implement Standard procedures evolved within RNTBCI. Your attitude towards adherence to standards and procedure will be an important parameter for consideration while evaluating your performance.

Training Period

You will be on a Trainee (Graduate Engineer) training period for One Year from the date of joining,

Confirmation of Service

On your successful completion of Training subject to Training Evaluation, post one year of your joining; your service may be confirmed as an Engineer' and your revised annual gross salary as Engineer will be Rs.4,75,000/-(Rupees Four Lakhs Seventy Five Thousand Only). In addition to your performance during this period, your confirmation as a permanent employee is subject to your submitting the requisite documents as required by the company (See Annexure 2).

Background Verification

The Company may by itself or through such agencies as it may engage, conduct a background verification of the particulars provided by you. By acceptance of the offer, you are deemed to have consented to such verification and shall co-operate with the same, in all respects. The offer of employment is contingent upon successful completion of the background verification and shall be subject to the particulars provided by you being found to be true and correct, to the sole satisfaction of the Company. The offer of employment shall be rescinded forthwith, if any of the particulars provided by you are found to be wholly or partially false, incomplete or incorrect or if you fail to submit any of the documents/information requested by the Company for the background verification and scrutiny, within the suggested time period.

Code of Conduct

The company will expect you to display a high standard of initiative, efficiency and economy. You are charged with responsibility to uphold and extend the code of conduct of RNTBCI.

Conflict of Interest

You are required not to engage in any other gainful or commercial employment or business; either part-time or full time, in an honorary manner or in a way that provides remuneration, directly or indirectly simultaneously as long as you are employed with RNTBCI Pvt. Ltd. You are also required not to engage yourself indirectly in any other profitable business connected with the dealings or activities of the company in any way.

Medical

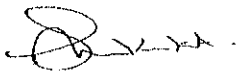
The appointment is subject to your being found medically, physically fit. The company has the right at all times to send you for a medical check up to ascertain your fitness for the job.

Working Hours

Normal working hours are from 8.20 a.m. to 5.30 pm Monday through Friday, Saturday and Sunday are holidays. The company reserves the right to alter or modify the working hours or holidays temporarily or permanently.

Dress Code

All employees of RNTBCI are required to be in Business Formal wear on all working days between Monday to Thursday and smart casuals on Friday's. Failure to adhere to the standards of dress and appearance may constitute to misconduct and may result in formal disciplinary proceedings.







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Omkar Raut

Annexure 3
(Terms & Conditions of Employment)

Personal Indebtedness

The Company shall not be responsible for personal indebtedness or other liabilities incurred by you, during/ prior to your employment with Renault Nissan Technology & Business Centre India. You understand and accept that you shall have no authority to pledge the credit of Renault Nissan Technology & Business Centre India to any person or entity.

Posting / Transfer of Service

In view of the nature of the company's business, you may be assigned to different locations both in India and abroad. You will carry out assignments/projects given to you from time to time with diligence and devotion and maintain the company's image.

Training

You will be provided adequate training as per company Trainee (Graduate Engineer) training program.

You may also be selected or sponsored by the company for training assignment with the company's associates or other institutions within India or abroad. You will diligently and beneficially, take part in such trainings and assignments.

Payroll

Your Monthly salary as per the above structure will be remitted to your Salary account through Bank Transfer by 29th of Every Month. In case of your absence for a continuous period of 8 days, without information or Leave approval from your Manager, your monthly payroll will be kept on hold until your presence is notified and proper information is provided to the Company.

Passport & Pan Card

It is very important for you to have a valid passport and PAN Card. If you do not have it please apply for them immediately.

Increments and Promotions

Your growth in the organization through promotions and salary increments will depend solely on your performance and contributions to the company, as determined by the management through periodic performance appraisal.

Confidentiality Agreement

This offer of employment made to you are subject to your executing an agreement to maintain confidentiality of matters related to the Company. You will execute this agreement upon joining the Company.

Service Agreement

As the Company will be spending substantial amount of time and money for your training or deputation overseas, you will be required to sign a service agreement related to Overseas or Training with the Company, as the Company may deem appropriate from time to time. You will have to execute an "service agreement for Trainee (Graduate Engineer) Training" for a period of Three Years from the date of joining (it includes the Training period) for the specialized training imparted to you to carry out the work, which is very specific to RNTBCI.

Intellectual Property Ownership:

The Intellectual Property (IP) and confidential information shared with you during the course of your employment shall remain the exclusive property of the company. The IP (including R&D, inventions, concepts, methods, designs, softwares, models, prototypes, copyrights, etc.) created by you during your employment will be the exclusive property of the company as to its proprietorship, exploitation and use. By this agreement, you agree to assign all the rights, title and interest in the IP, created by you during employment, to the company. You agree that you shall execute and deliver all instruments in writing, as may be required by the company, including affidavits and assignments to convey and assign the entire right, title and interest in and to the said IP to the company and/or, its associates, successors, partners or assigns, as the case may be. You agree that you shall not claim any right, interest or title over the said IP in any manner whatsoever.

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Annexure 3
(Terms & Conditions of Employment)

Non-Solicitation Agreement

You agree that during your employment with the company and for two (2) years following separation of your employment with the company, including without limitation, termination by the company for cause or without cause, you shall not, directly or indirectly, solicit or induce, or tempt any employee or consultant of the company to leave the company for any reason whatsoever, or hire any employee or consultant of the company.

You acknowledge that the company may have invested considerable time and money for recruitment and training of its employees. You hereby agree to compensate the company any monetary value determined by the company as a penalty for any violation of this clause.

Termination of Service

As a Trainee (Graduate Engineer) you will be governed by the clause as appearing in the Service Agreement;('Service Agreement for Trainee (Graduate Engineer) Training' or "Overseas Service Agreement" whichever is valid at the time of resignation) and will be subject to any changes made thereafter. In the event that you decide to leave the company, you will be subject to a minimum of three month's notice, in addition to honoring the cost/expenses related to training as mentioned in the Service Agreement for Training/ Overseas Service Agreement. If you resign from the services of this company within 12 months from the date of joining, the relocation expenses, initial accommodation charges and notice buy-out period paid to you at the time of joining will be recovered from you.

Retirement

You will retire from the services of the company on completion of your 58 years as per the proof of age submitted by you at the time of joining.

Restraints

Access to Information

Information is available on need to know basis for specified groups and can be obtained upon joining through access channels.

Authorization

Only those authorized by a specific power of attorney may sign legal documents or official documents , representing the Company.

Information Security

Access to Renault Nissan network is through individual's password and you are requested not to share your password for any reason with others. You shall not install, download, copy, duplicate any unauthorized or unlicensed software, programs, games, attachments on to your computer systems.

An employee who wish to work late or early hours are requested to approach Admin department or HR department for any requirement. Employees will not be encouraged to use or outsource any services for the official purpose

Other Rules and Regulations

1) You are required to strictly maintain secrecy and not divulge or communicate in any manner, any information regarding your remuneration in terms of employment to any other employee of the company expect your immediate superior. Any such disclosure would be considered a serious case of indiscipline and would render the company to take disciplinary action as deemed fit.

2) During the employment, you will be governed by service rules and regulations of the company in force or as introduced or amended from time to time. You will also be governed by the company's policies.

3) You will keep us informed of any change in your residential address, civil or marital status and other such matters; **within 21 working days** from the date of any change.

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HR/16890/Apr2022
Omkar Raut

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Annexure 4
Mandatory Medical Checkup

You will have to undergo a medical checkup organized by the Company within 30 days from the offer release date. Kindly refer annexure 5 and get in touch with the Company approved clinic to fix an appointment for medical check-up.

The following tests will be taken to examine your medical fitness.

- Complete Blood Count
- Blood Group Rh Type
- Glucose - Random
- Cholesterol Total
- Urine Complete Analysis
- Creatinine
- XRAY-CHEST
- ECG
- Ophthalmology
- Audiometry
- General Physician Consultation

Your cordial cooperation would ensure the completion of medical records during your employment with Renault Nissan Technology & Business Centre India.

The information collected through this report will be strictly confidential.

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Annexure 5

To,

The Centre Manager
Apollo Clinic

Dear Sir / Madam,

Sub: Pre Employment Health Check up - Authorization Letter

As per our arrangement/Purchase Order with your institution for preventive health screening we request you to do the needful as per the details mentioned below.

Name of the Candidate	: Mr. Omkar Raut
Offer Letter reference number	: HR/16890/Apr2022
Type of Checkup	: RNTBCI Pre-employment Medical Check
Bill Details	: Bill to the Company
Report Details	: Report to the Company
Appointment Fixing	: 18605007788

For Office Use Only

Company Address for Billing:

Renault Nissan Technology & Business Centre India Private Limited
Ascendas IT Park, Mahindra World City SEZ
Plot NoTP2/1, Natham Sub Post Office
Chengalpet District
Tamil Nadu – 603 004

Reports to be shared at: Medical.officer@rntbci.com

Sincerely

Venkata Subramanian
Head – Talent Acquisition
RNTBCI

Note: Appointment to be fixed by candidate directly. Candidate coming for check-up has to produce photocopy of Government Approved ID card with the printed copy of this letter.

HR/16890/Apr2022
Omkar Raut



Annexure 6

PRE-TEST REQUIREMENTS FOR MEDICAL CHECK-UP

1. All Health Check Ups are conducted by prior appointments.
1. Fix Appointment through toll free 18605007788 before 24 hours of check-up
2. You are requested to reach 20mins ahead of the scheduled time to facilitate the smooth process of your check-up.
3. Minimum of 12 hours fasting is essential prior to the check-up.
4. May drink water during fasting. Refrain from alcohol at least 12 hrs, prior to the check-up.
5. Men are requested to shave/trim their chest to ensure a good ECG / Tread Mill Test.
6. If you are wearing contact lenses, please remove those 2 days prior to Health check.
7. Wear loose clothing, No jewelry (Necklaces / Chains) and easily removable footwear.
8. If you are diabetic, avoid taking your insulin injections / anti diabetic tablets on the morning of Health Check-up. Please carry your insulin / anti diabetic tablets which you can have before or after your breakfast in the clinic. Other regular medication can be taken as instructed by the doctor. Please carry regular medication along.
9. Please bring all your earlier (Within 1Year) medical records and medical accessories like glasses, hearing aid if you have any when you come for Health Check Up.
10. Inform Health Check-up department in advance if you want any additional Investigations or consultations to be done so that we can schedule your appointments for the same.
11. We can provide additional Tests / Investigations / Procedures / Consultations on request or if required however these will be billed separately in addition to the package cost.
12. An authorization letter from your company is required to avail of services paid for by the company.
13. Please be informed that certain tests like x-rays are not to be done if you are likely to be pregnant.

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TATA

54 53

Offer: Computer Consultancy
Ref: TCSL/CT20203461829/Pune
Date: 05/10/2021

Ms. Rinki Sukrampal Singh
D-1005, Palladium Homes,
Dhanori,
Pune-411015,
Maharastra.
Tel# -8412011150

Dear Rinki Sukrampal Singh,

Sub: Letter of Offer

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

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

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

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

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

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Niyati Tiara, Ground Floor, S.No 103/A/1/1/39, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Servicedline: 1800 209 3111 Email: careers@tcs.com

Withdrawal of Offer
If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Nyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 9985, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Servicelline: 1800 209 3111 Email: careers@tcs.com

TATA

GROSS SALARY SHEET

Annexure 1

Name	**Rinki Sukrampal Singh**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**All India Shri Shivaji Memorial Society' S Coe, Pune**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive**		Upto 60,000

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

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

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

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

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

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

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Servicelines: 1800 209 3111 Email: careers@tcs.com

(54)

HARMAN
A SAMSUNG COMPANY

May 15, 2022

Sakshi Singh
Flat no 203, Laxmi dreams, Kamal colony, phase 3, sr no 138/1b, godbole vasti, Manjari Budruk, Pune, Maharshtra, 412307
Pune- 412307
Maharashtra

Sub: Offer of Employment

Dear Sakshi,

Thank you for investing your time to pursue an opportunity with **Harman Connected Services Corporation India Pvt. Ltd, Gurgaon.**

We are delighted in offering you an employment opportunity as **Associate Engineer-Product Development** with Harman Connected Services Corporation India Pvt. Ltd, Gurgaon

rther, "Company" for all purposes in this document shall mean Harman Connected Services Corporation India Pvt. Ltd, urgaon and or its Affiliates, where the context may so require.

Following are the terms and conditions associated with your employment:

- You will receive a fixed compensation package of **INR 500000/-** per annum.
- You will also receive a one time Joining bonus of **INR 50000/-**.You will receive a one-time Joining Bonus of Rs. 50,000/- paid out in 2 equal instalments. The first instalment of Rs. 25,000/- is to be paid along with salary payable for your sixth month, and the second instalment of Rs. 25,000/- is to be paid along with salary payable for your twelfth month.
- Your date of joining will be on/before **30 May 2022**.
- Your initial place of posting will be in **Harman Connected Services - Gurgaon**
- You will report to the **Business Unit/Function Head** or his/her nominee.
- 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.
- This offer and the subsequent employment is contingent upon you successfully clearing your degree and submitting all relevant documentation on or before October 31, 2022. Any failure to do within the prescribed duration shall result in termination of your employment with immediate effect.
- Your employment is contingent upon satisfactory reference & background checks including verification of your application materials, education and employment history. Your employment is also contingent upon your ability to work for the Company without restriction. By virtue of accepting this offer letter, you are hereby confirming that you do not have any non-compete obligations or other restrictive clauses of any nature whatsoever with any previous employer/s)
- If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and /or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.
- It is your responsibility to notify the Company of any changes in your personal information (like address, contact phone number, additional qualifications, marital status, change of nomination, passport details etc.) within 3 working days.
- Company has different Business Units and you may be transferred within or across Business Units based on the requirement of Company. Please note you may also be transferred to any location and may be required to work in different shift timing as per the business requirements.
- Your designation may be changed depending on the work assigned to you at the discretion of the Company.
- You will be entitled for an aggregate of 21 days of Privilege/Earned leave in accordance with the Company's policy as applicable from time to time. For all other leave types, you can refer to HR Policy section in the Company Intranet.
- You will be entitled to personal accident insurance coverage under the Company's group insurance plan. You and your family will be entitled to a comprehensive health insurance plan.
- During the course of your employment, to enable you to discharge your duties efficiently, Company may invest in you by providing you specialized and/or certified job-related training. If you choose to separate from the Company after undergoing the training (for a minimum period as may be communicated prior to such training), Company has the right to recover any and all expenses expended on your training including and not limited to associated expenses thereof.
- You may be required to travel on Company work and you will be reimbursed expenses as per the then prevalent Company policy on travel and expenses.





- You will not undertake business of similar nature with any other Company during the period of your employment with this Company.
- The notice period applicable for separating from the Company's services is 90 days. You will find more details on the separation procedure/ process on the HR Policy section of the Intranet.
- 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).
- If you are absent for a continuous period of 5 working days without obtaining your manager's approval, Company may construe this as an act of abandonment and will proceed to follow the process as defined under the policy concerned.
- 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 60 years.
- You shall not at any time, disclose to anyone any information, know-how, knowledge, secrets, methods, plans, drawings, designs, etc. of the Company. Also, you shall not take any technical documents or information or copies thereof belonging to the Company outside the office unless specifically entrusted to you in writing.
- 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 your employment with the Company, you shall be subject to, and have to abide by, the rules and regulations stipulated by the Company. The Company may, at its discretion, modify, from time to time, the rules and regulations, as it deems fit, without notice.
-



Enclosed Annexures:

1) Employee Service Conditions
2) Compensation break-up detail
3) A note on your Total Rewards

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: _____



HARMAN
A SAMSUNG COMPANY

Annexure 2: Compensation Break-Up Detail

Name:	Sakshi Singh
Designation:	Associate Engineer-Product Development
Grade:	9A

Gross Salary:	500,000
Base Salary:	500,000

Components	Monthly (in Rs.)	Annual (in Rs.)
Basic	16,667	200,000
House Rent Allowance	8,333	100,000
Statutory Bonus	583	7,000
Flexible Benefit Package*	13,282	159,380
Fixed Salary - (A)	**38,865**	**466,380**
PF - Employer's contribution	2,000	24,000
Gratuity	802	9,620
Statutory Benefits - (B)	**2,802**	**33,620**
Base Salary	**41,667**	**500,000**
Gross Salary - (A + B)		**500,000**

Note:

a) Taxes are applicable as per statutory rules.
b) Flexible Benefit Package is payable towards salary components explained in the Total Rewards annexure as per the Company policy. The value of such benefits shall not exceed the amount mentioned above under FBP.
c) Details of the other benefits are mentioned in the Annexure 3 "Note on Total Rewards".

For Harman Connected Services Corporation India Pvt. Ltd

Subhajit Ghosh - Senior Manager, Talent Acquisition



SBD (56)

Rudder Analytics Private Limited,
303, Deron Heights,
Baner Road, Baner,
Pune – 411045, Maharashtra

Private & Confidential

18th January 2022

OFFER LETTER

Dear Sana,

Subsequent to the meetings you had with us, we are pleased to make an offer of employment to you as **Associate Analyst (A1)**.

Your starting annual cost to company (CTC) will be **INR 4,20,000 /- (INR Four Lakh Twenty Thousand Only)** per annum post confirmation. This includes a performance-linked Variable Pay of INR 42,000. This Variable Pay Component will be payable based on your performance and overall company performance, and that you being on the rolls of the company at the date of disbursement.

You will be on a probation for a period of six months from the date of joining, which is liable for extension at the sole discretion of the Company. On successful completion of the probation period, your services will be confirmed in writing. The compensation during the probation period would be INR 18,000/- (INR Eighteen Thousand Only) per month.

Joining Bonus of INR 60,000/- (INR Sixty Thousand Only) will be paid out in four equal parts after the end of every three months from the date of joining.

Either party can terminate this employment agreement by providing a notice period of 90 days to the other party. Payment of basic pay in lieu of such notice, to the other party, will be at the sole discretion of the Company. The notice period shall be of 30 days during the probation period.

This offer is subject to your satisfactory background verification. Your retention in Company's employment will be subject to your continued medical fitness. Company reserves the right to ask you to undergo medical examination if and when considered necessary.

A compulsory online training program will be rolled out after your acceptance of the offer, and this program will run in parallel with your current academic schedule. Considering your academic commitments, ample time will be provided for completion of the program. Successful completion of the program is a pre-requisite for joining the company, and any negligence or non-compliance with instructions regarding the training, may result in cancellation of the offer extended to you.

You are requested to confirm the receipt and acceptance of your offer in writing, failing which the offer extended to you, stands cancelled. Your initial place of work shall be at our **Pune office** and your date of joining will be informed to you in due time. In case of temporary work-from-home situation, you will be informed accordingly.

The components of your salary are provided in Annexure - A and would be governed by the company policy.

We take great pleasure in welcoming you to our organization and sinc
service with us will be long, pleasant and of mutual admiration.

AISSMS COLLEGE OF ENGINEERING PUNE

Warm regards,
Human Resources - Rudder Analytics

Rudder Analytics Private Limited,
303, Deron Heights,
Baner Road, Baner,
Pune – 411045, Maharashtra

Annexure - A

Name: Sana Subhedar
Designation: Associate Analyst(A1)
Location: Pune
Date of Joining: TBD

	Per Month (INR)	Annual (INR)
Basic	12,250	1,47,000
Housing Rent Allowance	4,900	58,800
Leave Travel Allowance	2,000	24,000
Other Allowance	9,909	1,18,903
Total Fixed Pay (A)	**29,059**	**3,48,703**
Variable Pay (B)		**42,000**
Cost to Company (A+B)	**29,059**	**3,90,703**
Benefits:		
Employer Contribution to PF	1,470	17,640
Gratuity	589	7,068
Employer Contribution to ESI	-	-
Medical Insurance	382	4,589
Total Benefits (C)	**2,441**	**29,297**
Total Cost to Company (A+B+C)	**31,500**	**4,20,000**

NOTES:

Variable Pay: Variable Pay specified in the CTC is at a 100% payout amount. Variable Pay is linked to employee performance and the Company performance and is paid out on a pro-rata basis on completion of annual performance review. Employee will be eligible for the variable pay after completing a minimum 6 months of service from the date of employment confirmation and on being an active employee and not on the notice period at the date of disbursement.

Probation: Employee will be deemed to be on probation in the services of the Company until confirmed in writing. The initial period of probation is six months from the date of joining, which may be extended by the management at its sole discretion.

Appraisal Eligibility: Employee will be eligible for appraisal after serving for a minimum six months period after employment confirmation.

Medical Insurance: Employee will be eligible to be covered under the existing group insurance of the Company.

Gratuity: Gratuity shall apply as per the 'Gratuity Act 1972'.

Company reserves right to modify the salary structure from time to time at its sole discretion.

AISSMS COLLEGE OF ENGINEERING PUNE

A.Y. 2021-22

57



OFFER CUM APPOINTMENT LETTER

Suyash Rajpure
Rajpure vasti, Inadapur, Shetphalgadhe, Pune, Maharashtra,
Shetphalgadhe , Pune,
Baramati, Maharashtra - 413130

6031/69819559/15733743/050722/1227
Date : 5 July 2022

AISSMS COLLEGE OF ENGINEERING PUNE

Suyash Rajpure

Date: 5 Jul 2022

6031/69819559/15733743/050722/1227

Dear **Suyash Rajpure,**

This is with reference to your application and subsequent test / interview you had with us, we are pleased to offer you employment in the **Manager Family** as **Assistant Manager** in the Job Role **Graduate Engineer Trainee** on the following terms and conditions:

01. PLACE OF POSTING

Your initial posting will be at **Mumbai RCP.**

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

You will join us as soon as possible but not later than **15 July 2022.**

02. COMPENSATION

Cost to Company: ₹ 6,00,001/- (₹ SIX LAKH ONE only) per annum.
CTC is the indicative cost to the company that includes following three major components:

A. Fixed Pay: ₹ 4,91,482/- (₹ FOUR LAKH NINETY ONE THOUSAND FOUR HUNDRED EIGHTY TWO only) per annum.
This includes Basic Salary and other allowances, benefits, perquisites etc as per the compensation policy of the company.

B. Retirals : ₹ 30,258/- (₹ THIRTY THOUSAND TWO HUNDRED FIFTY EIGHT only) per annum
This includes Provident Fund, Gratuity/Ex-gratia and Bonus as per applicable rules.

C. Performance Linked Incentive (PLI): ₹ 78,261/- (₹ SEVENTY EIGHT THOUSAND TWO HUNDRED SIXTY ONE only) per annum
(This is the maximum payout at Performance Level Significantly Exceeds Expectations).
PLI is a performance linked incentive and is the variable component of the compensation. This will be determined on the basis of your individual performance, your business unit performance, and overall Reliance performance as determined by the Central Apex Committee. PLI is payable subject to the employee being on the rolls of the company and not serving notice period on the date of disbursement, notwithstanding any delay on the announcement of such disbursement. If any other functionally relevant plan (Such as 'Sale Incentive Plan') is made applicable, the framework of such plan will be applicable instead of PLI.

In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company. **The available CTC components along with limits have been detailed in Annexure 1B.** Please note that the components within each category of payments are discretionary and the Company has the right to change these components any time without notice.
Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

Jio Platforms Limited: CIN U72900GJ2019PLC110816
Registered Address : 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad 380006, Gujarat, India

Suyash Rajpure

6031/69819559/15733743/050722/1227

03. PROVIDENT FUND SCHEME:

You will become a member of the Provident Fund Scheme, as per the rules in force from time to time. The Company's contribution (including contribution to Central Government Pension Scheme) under this scheme is 12% of your Basic Salary plus personal special allowance (if applicable) with a matching compulsory contribution from you. You will be required to submit necessary enrolment/transfer forms to the HR Department immediately upon joining.

Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

Please review, acknowledge and accept the offer cum appointment letter with annexures including **"Terms & Conditions of Employment"** at Annexure II. These employment terms will be effective from the date of your joining the company and sets forth the terms and conditions under which Company would employ you and your acceptance of the offer of employment would be on these terms and conditions of employment.

This offer cum appointment letter shall automatically stand withdrawn, in case we do not receive your acknowledgement and acceptance within **ten days** from issue of this letter.

Your joining is subject to your timely accepting the offer cum appointment letter, verification of your pre-boarding documents as per Annexure II and you being declared medically fit by authorized Medical Officer.
We look forward to your joining our team for a long, successful and pleasant association.

Sincerely yours,

For Jio Platforms Limited.

AUTHORISED SIGNATORY

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.
I shall report for duty on _____

SIGNATURE: _____ **DATE:** _____

AISSMS COLLEGE OF ENGINEERING PUNE

Jio Platforms Limited: CIN U72900GJ2019PLC110816
Registered Address : 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad 380006, Gujarat, India

Suyash Rajpure

6031/69819559/15733743/050722/1227

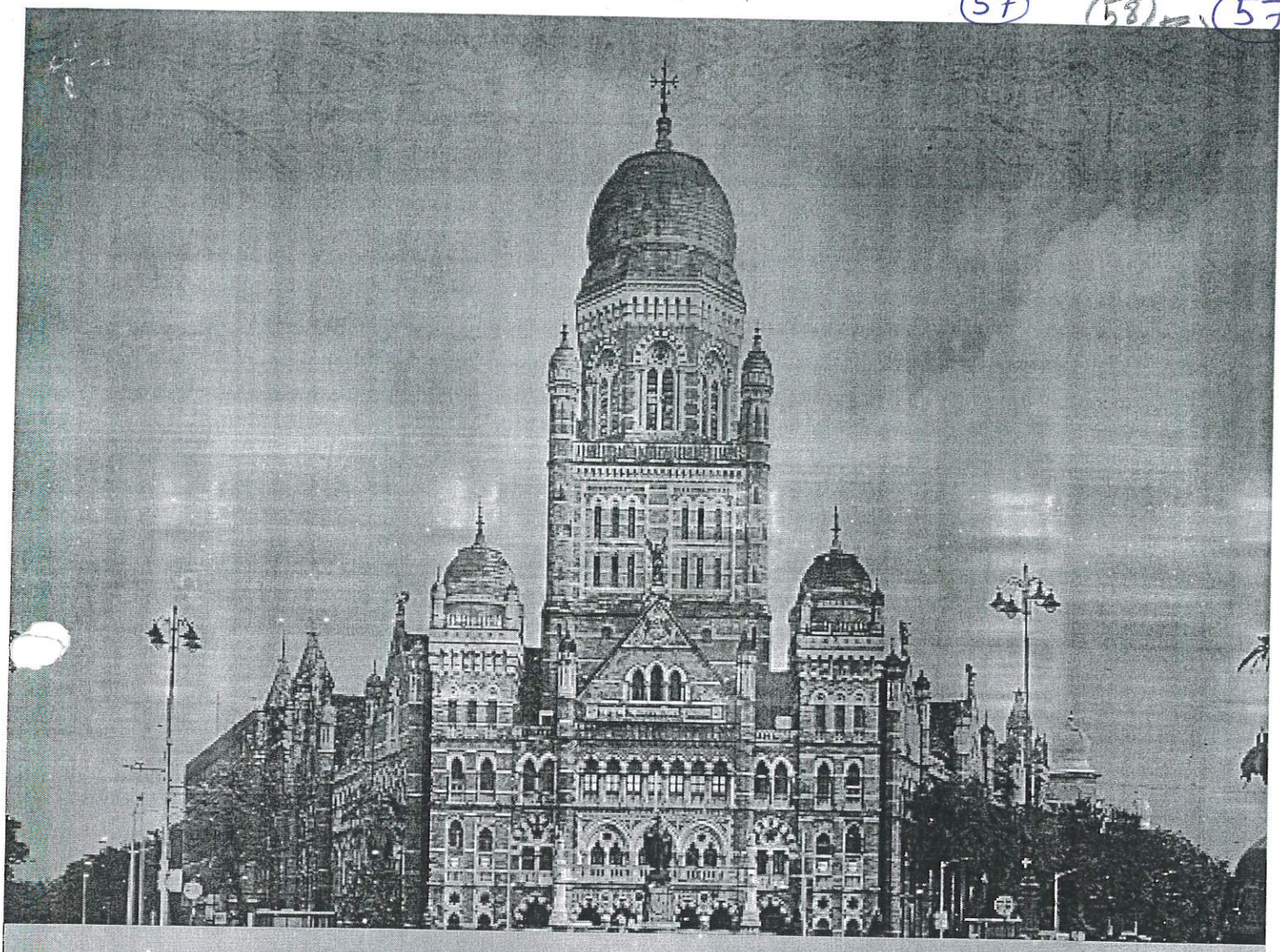
ANNEXURE 1-A- Compensation Break-up			
Name : Suyash Rajpure			
Components		Amount in ₹ Monthly	Annually
A. Fixed Pay			
1.	Basic Salary	15,000	1,80,000
2.	Personal Special Allowance	0	0
3.	Residual Choice Pay	15,528	1,86,331
4.	Medical Insurance Premium (For self spouse 3 dependent children and dependent parents)	2,794	33,528
5.	Group Personal Accident Insurance Premium	57	679
6.	Group Term Life Insurance Premium	79	944
7.	House Rent Allowance	7,500	90,000
Total - Fixed Pay [A]		**40,958**	**4,91,482**
B. Retirals and Bonus			
1.	PF - Employer's Contribution (12% of [Basic Salary + PSA])	1,800	21,600
2.	Gratuity / Ex-gratia (4.81% of Basic Salary)	722	8,658
3.	Bonus (As per Act)	0	0
Total - Retirals and Bonus [B]		**2,522**	**30,258**
C. Performance Linked Incentive (PLI)		**6,522**	**78,261**
Total CTC [Fixed Pay + Retirals and Bonus + PLI]		**50,002**	**6,00,001**

1. The income tax calculation is provisional and is based on the current Income Tax Rules. Any change in the Rules will impact the Income Tax projections.
2. The insurance premium and coverage amount are subject to revision based on the company policy.
3. For computing Provident Fund Contribution, Basic Salary and other statutorily applicable allowances will be considered. Therefore, the actual provident fund contribution may vary from the illustration in Annexure 1-A.
4. Employees covered under ESIC will not be covered under GHI, GPA and GTLI.
5. PLI is computed based on a combination of individual performance, business / functional performance of the area the employee is assigned to and (or) working for, and company performance. If any other functionally relevant plan (Such as 'Sale Incentive Plan') is made applicable, the framework of such plan will be applicable instead of PLI.

AISSMS COLLEGE OF ENGINEERING PUNE

Jio Platforms Limited: CIN U72900GJ2019PLC110816
Registered Address : 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad 380006, Gujarat, India

(57) (58) (57)



OFFER CUM APPOINTMENT LETTER

(58)

Suyash Rajpure
Rajpure vasti, Inadapur, Shetphalgadhe, Pune, Maharashtra,
Shetphalgadhe , Pune,
Baramati, Maharashtra - 413130

6031/69819559/15733743/050722/1227
Date : 5 July 2022

AISSMS COLLEGE OF ENGINEERING PUNE

Suyash Rajpure

Date: 5 Jul 2022

6031/69819559/15733743/050722/1227

Dear **Suyash Rajpure,**

This is with reference to your application and subsequent test / interview you had with us, we are pleased to offer you employment in the **Manager Family** as **Assistant Manager** in the Job Role **Graduate Engineer Trainee** on the following terms and conditions:

01. PLACE OF POSTING

Your initial posting will be at **Mumbai RCP.**

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

You will join us as soon as possible but not later than **15 July 2022.**

02. COMPENSATION

Cost to Company: ₹ 6,00,001/- (₹ SIX LAKH ONE only) per annum.
CTC is the indicative cost to the company that includes following three major components:

A. Fixed Pay: ₹ 4,91,482/- (₹ FOUR LAKH NINETY ONE THOUSAND FOUR HUNDRED EIGHTY TWO only) per annum.
This includes Basic Salary and other allowances, benefits, perquisites etc as per the compensation policy of the company.

B. Retirals : ₹ 30,258/- (₹ THIRTY THOUSAND TWO HUNDRED FIFTY EIGHT only) per annum
This includes Provident Fund, Gratuity/Ex-gratia and Bonus as per applicable rules.

C. Performance Linked Incentive (PLI): ₹ 78,261/- (₹ SEVENTY EIGHT THOUSAND TWO HUNDRED SIXTY ONE only) per annum
(This is the maximum payout at Performance Level Significantly Exceeds Expectations).
PLI is a performance linked incentive and is the variable component of the compensation. This will be determined on the basis of your individual performance, your business unit performance, and overall Reliance performance as determined by the Central Apex Committee. PLI is payable subject to the employee being on the rolls of the company and not serving notice period on the date of disbursement, notwithstanding any delay on the announcement of such disbursement. If any other functionally relevant plan (Such as 'Sale Incentive Plan') is made applicable, the framework of such plan will be applicable instead of PLI.

In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company. **The available CTC components along with limits have been detailed in Annexure 1B.** Please note that the components within each category of payments are discretionary and the Company has the right to change these components any time without notice.
Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

Suyash Rajpure

6031/69819559/15733743/050722/1227

03. PROVIDENT FUND SCHEME:

You will become a member of the Provident Fund Scheme, as per the rules in force from time to time. The Company's contribution (including contribution to Central Government Pension Scheme) under this scheme is 12% of your Basic Salary plus personal special allowance (if applicable) with a matching compulsory contribution from you. You will be required to submit necessary enrolment/transfer forms to the HR Department immediately upon joining.

Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

Please review, acknowledge and accept the offer cum appointment letter with annexures including **"Terms & Conditions of Employment"** at Annexure II. These employment terms will be effective from the date of your joining the company and sets forth the terms and conditions under which Company would employ you and your acceptance of the offer of employment would be on these terms and conditions of employment.

This offer cum appointment letter shall automatically stand withdrawn, in case we do not receive your acknowledgement and acceptance within **ten days** from issue of this letter.

Your joining is subject to your timely accepting the offer cum appointment letter, verification of your pre-boarding documents as per Annexure II and you being declared medically fit by authorized Medical Officer.
We look forward to your joining our team for a long, successful and pleasant association.

Sincerely yours,

For Jio Platforms Limited.

AUTHORISED SIGNATORY

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.
I shall report for duty on _____

SIGNATURE: _____ **DATE:** _____

ASSMS COLLEGE OF ENGINEERING PUNE

Suyash Rajpure

6031/69819559/15733743/050722/1227

ANNEXURE 1-A- Compensation Break-up			
Name : Suyash Rajpure			
Components		Amount in ₹	
		Monthly	Annually
A. Fixed Pay			
1.	Basic Salary	15,000	1,80,000
2.	Personal Special Allowance	0	0
3.	Residual Choice Pay	15,528	1,86,331
4.	Medical Insurance Premium (For self spouse 3 dependent children and dependent parents)	2,794	33,528
5.	Group Personal Accident Insurance Premium	57	679
6.	Group Term Life Insurance Premium	79	944
7.	House Rent Allowance	7,500	90,000
	Total - Fixed Pay [A]	40,958	4,91,482
B. Retirals and Bonus			
1.	PF - Employer's Contribution (12% of [Basic Salary + PSA])	1,800	21,600
2.	Gratuity / Ex-gratia (4.81% of Basic Salary)	722	8,658
3.	Bonus (As per Act)	0	0
	Total - Retirals and Bonus [B]	2,522	30,258
C. Performance Linked Incentive (PLI)		6,522	78,261
	Total CTC [Fixed Pay + Retirals and Bonus + PLI]	50,002	6,00,001

1. The income tax calculation is provisional and is based on the current Income Tax Rules. Any change in the Rules will impact the Income Tax projections.
2. The insurance premium and coverage amount are subject to revision based on the company policy.
3. For computing Provident Fund Contribution, Basic Salary and other statutorily applicable allowances will be considered. Therefore, the actual provident fund contribution may vary from the illustration in Annexure 1-A.
4. Employees covered under ESIC will not be covered under GHI, GPA and GTLI.
5. PLI is computed based on a combination of individual performance, business / functional performance of the area the employee is assigned to and (or) working for, and company performance. If any other functionally relevant plan (Such as 'Sale Incentive Plan') is made applicable, the framework of such plan will be applicable instead of PLI.





Date: 5 Jul 2022

59 58

TATA

Offer: Computer Consultancy
Ref: TCSL/CT20203555126/Pune
Date: 12/11/2021

Ms. Megha Santosh Tadge
A/P BoripardhiShirur-Satara Road ,Pune,
Hp Petrol Pump, Shirur Satara Road,Pune,
Pune-412203,
Maharashtra.
Tel# 91-9096111812

Dear Megha Santosh Tadge,

Sub: Letter of Offer

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

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

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

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

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

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Niyati Tiara, Ground Floor, S No [illegible]
Tel: 91 20 6608 7777 Fax: 91 20 6608 [illegible]
Registered Office Nirmal Building, 9th Floor, Nariman Point, [illegible]
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

AISSMS COLLEGE OF ENGINEERING PUNE

Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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Tata Consultancy Services Limited
Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006
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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Servicedline: 1800 209 3111 Email: careers@tcs.com

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TATA

GROSS SALARY SHEET

Annexure 1

Name	Megha Santosh Tadge
Designation	Assistant System Engineer-Trainee
Institute Name	All India Shri Shivaji Memorial Society' S Coe, Pune

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive**		Upto 60,000

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

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

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

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

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

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

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TATA

Offer: Computer Consultancy
Ref: TCSL/CT20203546027/Pune
Date: 05/10/2021

Mr. Paarth Manish Umbarkar
MahadeopuraNew English High School Road, Wardha,
Mahadeopura,
Wardha-442001,
Maharashtra.
Tel# 91-7499655219

Dear Paarth Manish Umbarkar,

Sub: Letter of Offer

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

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

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

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

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

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Withdrawal of Offer
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We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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Niyati Tiara, Ground Floor, S.No 103/A/3/1 29, CTS 1995, Nagar Road, Yerwada, Pune-411 006 India
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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

TATA

GROSS SALARY SHEET

Annexure 1

Name	Paarth Manish Umbarkar
Designation	Assistant System Engineer-Trainee
Institute Name	All India Shri Shivaji Memorial Society' S Coe, Pune

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
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3) City Allowance	200	2,400
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Provident Fund	1,774	21,289
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TOTAL GROSS	27,415	3,36,877
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Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

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

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

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

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

Component Category	Monthly	Annual
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Food Card	500	6,000
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HEXAWARE

Letter of intent

January 28, 2022
Kunal Varade
AISSMS College of Engineering

Dear Kunal Varade,

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

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

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

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

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

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

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur

Kunal

Monica Mathur
Vice President, Recruitment-India & APAC

AISSMS COLLEGE OF ENGINEERING PUNE

Training/Course - [A.Y. 2021-22] Electronics&TC

SAT 62

AccioJob

AccioJob Money Back Guarantee Policy

Acciojob's job guarantee program ensures your selection to the top companies that are looking for good talent and offers a minimum of 3 LPA CTC. A 100% Money back policy is applicable as per the below-mentioned terms and conditions.

AccioJob's Full Stack Web Development Job Guarantee Program will provide you with all the modules covering Data Structures and Algorithms, and Full Stack Web Development (MERN stack)

You will also get exclusive access to:

- Coding Assignments
- Weekly Coding Contests
- Topic-wise Notes
- Live lecture sessions
- Doubt Solving sessions
- 1-on-1 Mock Interviews
- Mentorship sessions
- Placement Preparation Support (Resume, projects, communication, HR round)
- AccioJob Partner companies' recruitment drives, Referrals to top companies

AccioJob will provide 100% support with learning and placement till you get placed up to 4 months from your program completion date. ***But we need you to put effort and make sure you work hard with the program.***

Annexure-A

To be eligible for a Job Guarantee, you will need to make sure:

- You complete a minimum of 8 out of 12 modules of the AccioJob program within a maximum span of up to 12 months from the program start date

To complete each module, you need to:

- Solve a minimum of 50% of assignments in each module
- Clear the module's mock interview at the end of each module

(You can redo a module till you are confident and clear the mock interview on it.)

Annexure-B

Scenarios in which the program fee Refund holds void for you:

- You complete the Job Guarantee course and get placed above 3 LPA within 4 months from [illegible] completion date.
- You do not complete job guarantee eligibility criteria.
- You turn down a job offer with a guaranteed proposal.
- Your age is more than 28 years as on program commencement date.
- You graduated before 2019 or graduating after 2023.

AISSMS COLLEGE OF ENGINEERING PUNE

- You accept a job opportunity of more than 3 LPA outside of AccioJob anytime from the start of the program till the 6-months guarantee period after program completion gets over
- You don't apply to 3 or more job opportunities via AccioJob where you're eligible to apply.
- You don't agree to relocate to the location proposed by the employer and turn down the offer.
- You don't respond/reply to the official communication emails from AccioJob.
- You don't follow through with the interview/qualifying process in a timely and professional manner.
- You are found using unfair means during placement drives. Unfair means cheating during placement tests, placement interviews, or other placement-related activities. In such cases, you would be completely banned from AccioJob's placement opportunities.
- You commit any form of cheating or plagiarism that includes giving or receiving any not permitted aid while solving assignments, taking mock interviews, or any other work that is part of the program.
- You are not able to pass any background check from your previous employers/institutes. In case you fail to pass the background check associated with the job offer, you will not be eligible for the program fee Refund.
- You are not eligible to legally work in India. You don't have a valid PAN Card and Aadhar Card. You don't have a valid marks sheet and degree to validate your degree. (NOTE: In case you are in final year of college, then the last semester marks sheet and proof from your college mentioning the month and year of graduation from college is required)

Pause Feature:

Our Courses' pace and candidates' workload\health\emergencies can be variable as per the learner's need. We have a 'Pause' feature through which a learner enrolled in AccioJob may opt to pause their course within the entire duration of the program. During this period, access to class recordings and doubt resolution will be available to the candidate. The candidate can pause the course for a maximum of 2 months across the 12 months span.

NOTE:

- Once the course fee is paid, refunds cannot be processed for any reason whatsoever.
- Money Back Guarantee holds valid in only those cases where Annexure A has been met.
- Registration fees and course fee paid while booking the seat is Non-Refundable.
- Cancellations based on medical emergencies, financial issues, and mental health issues will be made at AccioJob's sole discretion.
- In case of making the payment via EMIs,
  - A loan will be processed through our NBFC partners at No Cost for you. The Loan and the subsequent EMIs cannot be cancelled throughout the tenure.
  - The EMI should be paid on the due date(s) and each payment installment ("Instalment") should be paid on time as per the schedule provided by AccioJob.
  - In the event candidate fails to pay any of the Instalments on its respective due date or violate any terms contained herein, AccioJob will have the option, exercisable at its sole discretion, to (i) require immediate payment of the outstanding balance of the EMI; (ii) cancel/suspend your access to the service.

NAME: Jalindar Kakasaheb yewale
EMAIL: jalindarjoyewale@gmail.com
CONTACT NUMBER: 9284097124

J.K.yewale
SIGNATURE

ASSMS COLLEGE OF ENGINEERING PUNE

Date: March 2, 2022

Ref: LTI/HR/EN3/Campus/2022

Name: Suyash Shrivastava

College: All India Shri Shivaji Memorial Society's College of Engineering, Pune

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Suyash Shrivastava,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on being selected as a **Graduate Engineer Trainee.** This offer is on the following terms and conditions, subject to a successful background check

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs.30000** as per the details mentioned in **'Annexure-1'.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You are required to register yourself as an 'apprentice' on the apprenticeship portal http://www.mhrdnats.gov.in within [7] days from the date of this offer or once your final semester is completed as applicable. You shall be required to accept the offer on the portal site as well.
4. You will also be issued a detailed Letter of Appointment as Graduate Engineer Trainee subject to you meeting the eligibility criteria as mentioned in **'Annexure-2'**. Your appointment is in accordance with the Apprentices Act, 1961.
5. **Documents** - Your offer is subject to you submitting all the mandatory documents at the time of joining. You may also need to submit other such documents as Company deems fit from time to time. In order to facilitate the joining process, we require documents in original from your end, which are mentioned in **'Annexure-3'**.
6. **Background Verification** - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.

   If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this **Graduate Engineer Trainee Offer Letter** on the **CampBuzz Portal** (https: \\campbuzz.lntinfotech.com) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period on the Company portal and accept the offer on the portal within (7) days, the aforesaid offer automatically stands cancelled. Post registration on the CampBuzz portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.
7. All Annexures appended herewith shall form an integral part of this letter.
8. Your engagement with the Company will be governed by the rules, regulations and policies of the Company in effect.

9. The terms and conditions mentioned above are subject to change at any time at sole discretion of the Company and as per business demands without prior notice.

10. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

11. Post successful completion of 3 months and subject to joining the Company, your annual CTC including all benefits will be as per the details mentioned in 'Annexure-4'.

12. As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining.

    If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

    We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For Larsen & Toubro Infotech Ltd.

Ashish Naik
Associate Director -
Talent Acquisition

I have read the letter and accept the same.

02/03/2022

Signature and Date

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Cognizant 2

17-Jan-2022

Girish Mahendra Bansode
B.E. Electrical Engineering
AISSMS Group of Institutes

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Dear Girish Mahendra Bansode,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months.** Your Internship onboarding will be scheduled anytime between now, through end of March 2022 based on your availability factoring your college exam schedule and our business requirements.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend

payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

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

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: **Date:**

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

3

APPOINTMENT LETTER

January 25, 2022

Dear Diksha Battise,

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

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

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6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of most importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.

ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.

iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.

iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation

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and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be*** **liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

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the employee will not be borne by the Company and the employee individually is responsible.

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

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Diksha Battise, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Diksha Battise

Position: Project Engineer Career Group: TRB - II

You shall receive salary as detailed below.

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

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DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

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

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Total Cost to Company per annum	3,50,004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

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

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

   a. you being "active" in the services of the company through to retention date as applicable

   b. your employment has not been terminated for poor performance or for cause prior to retention date

   c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

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ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

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

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

   New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax

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exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. Telephone/Mobile Phone Allowances:

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. Non-transferable Meal card:

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. Education Allowance:

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. New Pension System:

   You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

   i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

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c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

   Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

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

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

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

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1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature** Diksha Battise 25/1/2022 11:05 AM

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

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035

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F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com

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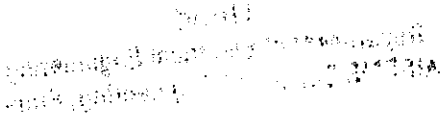

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TATA

Offer: Computer Consultancy
Ref: TCSL/DT20218121730/Pune
Date: 05/10/2021

Ms. Bavrica Kour Sudan
Trilokpur Road, Gole Gujral, JammuHno1,
Near Airtel Tower,
Jammu-180002,
Jammu & Kashmir.
Tel# 91-9469211229

Dear Bavrica Kour Sudan,

Sub: Letter of Offer

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

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

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

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

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

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006, India
Tel: 91 20 6608 7777 / Fax: 91 20 6608 7101 / Website: www.tcs.com
[illegible]

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AISSMS College of Engineering, Pune

Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹14,784/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be **₹5,914/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of **₹500/-** being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

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BHARAT FORGE

Ref No : PD/2021

December 17, 2021
Intention of Offer
Personal and Confidential

To,

MR. Atharva Bhagwat
2291 D, Shrikripa,
Paratavane,
Ratnagiri

Dear Sir,

This has reference to the interview you had with us at AISSMS, PUNE, on 08.12.2021 , we are pleased to inform you, that you have been shortlisted as Graduate Engineer Trainee under National Apprentice Promotion Scheme in our organization.

Please note that:

1. Your training will be for a period of ONE YEAR from the date of your joining.

2. Your appointment will be subject to medical fitness as declared by medical officer of Bharat Forge Ltd.

3. Your appointment will be valid only if you pass Degree with aggregate (Average of all 8 semesters) 60 % marks.

4. You are required to bring following documents at the time of joining without fail:
   - Original and photocopy of SSC Certificate / School Leaving Certificate
   - Original and photocopy of all Diploma Mark Sheets. (If applicable)
   - Original and photocopy of HSC Certificate.
   - Original and photocopy of all BE Mark Sheets.
   - Original and photocopy of Degree passing certificate.
   - 4 copies of colored passport size photographs.
   - Original and photocopy of PAN Card.
   - Original and photocopy of Aadhar Card (with Full Date of Birth).
   - Original and photocopy of Blood Group certificate.
   - Original and photocopy of Passport.

5. On fulfilling requirements from point no. 2and 3, detailed appointment letter describing terms and conditions of employment will be issued to you at the time of joining.

The exact date of joining will be intimated to you in due course of time.

Thanking you,

Yours faithfully,
For BHARAT FORGE LTD.

(Dr. S. V. Bhave)
Director – HR & IR

Atharva Bhagwat

KALYANI
GROUP COMPANY

BHARAT FORGE LIMITED, MUNDHWA, PUNE 411 036, MAHARASHTRA, INDIA.
PHONE : +91 20 6704 2777 FAX : +91 20 2682 0699 (Export), 2682 2387 (Sales/Mktg) 2682 2163 (Materials)
Website : www.bharatforge.com
CIN No. L25209PN1961PLC012046

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29-Jan-2022

Dear Yadnyesh Vasant Borse,
B.E., Electrical
Aissms College Of Engineering

Candidate ID – 19939030

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

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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:**

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Compensation and Benefits

Name: Yadnyesh Vasant Borse **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

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

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

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AISSMS C[illegible] of Engineering, Pune

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.

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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

Yadnyesh Vasant Borse, 22, residing at _____ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

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

RECITAL:

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

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

1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

2. Place of Employment

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

3. No Alternate Employment, No Conflict, Etc.

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

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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

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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;

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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

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• 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	**Yadnyesh Vasant Borse**
Sign: _____	Sign: _____
Name:	Name:

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

KPIT

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Offer Letter and Terms of Employment
Date: 15.02.2022

Dear **Carolyne Varghese**,

At the outset, we would like to extend our sincere thanks for exploring career opportunities with KPIT. Further to our discussions, we are delighted to extend you an offer of employment.

This offer is based on your profile, relevant work experience and performance in the selection process.

- Role: **Trainee**
- Designation: **Trainee**
- Grade: **A**

Your Total Target Compensation including all benefits will be Rs. 4,00,000/- (Four Lakh) per annum; upon Successful Completion of KPIT Elective (If Applicable).

You shall be governed by the terms and conditions of service during your employment with KPIT as per existing policies and those that may be amended from time to time.

Kindly confirm your acceptance through the system generated email within 7 days from the date of this offer beyond which this offer is considered null and void. Your offer is subject to following clauses:

a. You are required to go through our Flagship Foundation Level Training program - 'Genesis', led by the Education and Competency Development (ECoDe) Team of KPIT. As Genesis program is designed to run online, it can be self-paced and attended along with your current curriculum.
b. Your performance on this program would be assessed and tracked in the form of a Merit-List.
c. The Genesis program would be followed by an Internship Program (online/offline or hybrid) for a stipulated duration, mapped to specific KPIT Delivery Verticals (Departments). Your commencement of internship in these verticals at KPIT would be determined basis the Merit-list and your overall academic obligations at the time. Additionally, your performance during the Internship period would decide the onboarding date for live vertical-specific projects at KPIT. Onboarding to live projects would commence only on completion of the final examinations.
d. The selection and joining decision at KPIT will stand cancelled in the event of failure in the pen-ultimate / final semester BE Examinations or alternatively if the performance in Genesis program and Internship engagement is sub-par.

Remuneration during Genesis and Internship Programs:

- Stipend / salary is not applicable during the Genesis training program. Stipend will be paid out for the Internship duration only on successful clearing of the Genesis training modules and completion of the Internship engagement.
- Monthly salary would commence once allocated to live projects, at the end of the respective month.

You will be eligible for Gratuity, Mediclaim and Group Personal Accident Insurance benefits as per the company policy. The duly signed appointment letter will be issued to you on the first day of your joining at KPIT only upon submitting your valid testimonials and related joining formalities.

A new assignment, work place and colleagues, await you to jump start to achieve the company's vision of building a Global Mobility Organization. Work life at KPIT is all about mobility, enabling our customers by accelerating implementation of next generation mobility technologies. We value fun as an integral part of our culture.

For: KPIT Technologies Limited

Rahul Uplap
Associate Vice President
Global Head - Education & Competency Development (ECoDe)

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

KPIT

OTHER BENEFITS

Annual Leave

- You will be eligible for Annual Leave as per the Employer's Leave Policy, the policy however can be modified time to time at Employer's discretion. You can refer to the Leave Policy on the "myWorld", KPIT's internal portal

Holidays

- You are entitled to Public Holidays applicable at India every year at the regular rate of pay. If placed at a customer site, you must follow holidays observed by customer.

Benefits Coverage

- Group Medical Insurance cover of **INR 6,00,000.00/-**
- Group Term Life Insurance cover of **INR 11,00,000.00/-**
- Group Personal Accident Insurance cover of **INR 20,00,000/-**

* The above Plan however can be modified on yearly basis at Employer's discretion

Terms of Employment -

Bond

- You will also be required to sign a bond of 2 years on the date of joining the Company (For some additional technology trainings, there will be a separate additional bond). In the event of breaching the bond, there will be a penalty of INR 2,00,000 payable to the company in lieu of training costs. The detailed terms and conditions are given in the agreement. You acknowledge that you are willing to sign the bond at the time of joining.

Compensation Structure

- The structure of the compensation package offered to you will be as per the prevailing Company policy at the time of your joining.

Conditional Offer:

- The Offer is valid subject to :
  a. Passing of KPIT PACE Assessment (if applicable)
- Your joining in the organization is subject to:
  a. Completion of degree in stipulated time frame, without keeping any terms/backlog and is eligible for award of degree certificate by the respective University.
  b. Submission of all the relevant academic certificates / mark sheets.
  c. In case at the time of joining the Company OR within a time specified by the Company, the candidate is not able to produce the above documents, the Offer / employment will be terminated with immediate effect.

PACE & EkWip Program

- **PACE** (Program for Academic Collaboration and Engagement) is a KPIT flagship program, which provides foundation knowledge on the Automotive Technologies. The KPIT created courses are delivered to students while they are in the Institution for their degree program. It is recommended that Students can opt to undergo this program at their own choice to make themselves Industry ready.
- **EkWip** program is a KPIT program that engages the candidates who have been offered KPIT placement to make them KPIT ready even before they join us. This is a mandatory intense online program that is administered through digital technologies.
- Its mandatory for all the candidates who receive an offer from KPIT to complete the **PACE and EkWip** programs which includes assessments. The assessment scores will determine the on-boarding process.
- Course Contents, Subject Matter Expertâ€™s connects and assessments would be hosted through digital platforms.
- Course launch dates and duration will be communicated later, by the campus team.

Joining Date and Location

- Will be announced later by Campus team. Joining date and location depends on business need, batch planning and your PACE assessment score. On-boarding date is spread across the financial year.

Working Hours

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

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

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Mobility

- KPIT reserves the right to transfer / utilize your services at any of its offices, work sites, or outside India, on the terms and conditions as applicable to you at the time of transfer.

Salary Review, Increments and Promotions

- Your performance and contribution to the company will be an important consideration for salary Review,increments and promotions
- You will be considered for salary review and promotions as per the company's policies effective from time to time.

Alternative Employment

- As a full-time employee of KPIT, you are not permitted to undertake any other business, assume any public office, honorary or remunerative, without the written permission of KPIT

Confidentiality Agreement

- As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of KPIT and its clients

Overseas Agreement / International Assignment Agreement

- If you are on international assignment, you will be covered by the KPIT International Assignment policy from the date of deputation, accordingly, you will be required to sign the applicable Overseas Deputation / International Assignment Agreement(s).
- In case of every international assignment that exceeds 30 days, you will be required to serve notice period KPIT as per the policy. This is to ensure that the knowledge and information gained by you during your assignment is shared and available to KPIT and its associates. This transfer of knowledge and information is essential for KPIT to continue to serve its clients and customers better
- If you are deputed internationally for training, you will be required to sign an agreement to serve KPIT for a minimum period of 12 months on completion of training

KPIT Code of Conduct

- You are required to sign the KPITs Code of Conduct and follow the same in your day to day conduct as an employee of KPIT

Notice Period

- During your employment with KPIT, either you or KPIT can terminate the appointment by giving 90 calendar day's written notice or 3 month's basic salary in lieu of the notice.
- The Company reserves the right to release the employee prior to the notice period taking into consideration business needs and work exigencies and the Company will not be liable to make any payment to the employee in lieu of the notice period. If you are covered under Deputation Agreement / International Assignment Agreement, either you or KPIT can terminate the appointment by giving 90 calendar day's written notice as set out in the Separation Policy of KPIT
- KPIT reserves the right, if it is in the interest of the business and current assignment, to ask you to complete your notice period or decide whether your existing earned vacation or basic salary in lieu of notice period may be adjusted against the entire or partial notice period.
- In case you decide to end your employment with the Company or the Company terminates your services for any reason before you complete one year of employment with the Company,
- The company retains the right to recover from you any expenses incurred by it about your recruitment including, but not limited to, fees paid to consultant, joining benefits paid to you (if any), etc. and
- The company retains the right to recover from you any expenses incurred by it for processing any visa/ work permit for you and/or any of your family members.
- The Company also reserves the right to recover the period costs of any specific expenditure incurred, either on processing a visa/ work permit or for any specific training given for an assignment and where you are unable, for any reason, to fulfil your part of the obligation, either to travel or to complete the assignment.

Retirement

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

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

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Employment in India

- In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and or any other permissions and / or documentation as prescribed by the Government of India for permanent employment with KPIT. Keeping your permit / permission up to date during the course of employment with KPIT and submitting a valid copy of that to KPIT is your responsibility

Letter of Appointment

- You will be issued a letter of appointment at the time of your joining and completing joining formalities as per KPITs policy

Terms and Conditions

- The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment

Rules and Regulations of the Company

- Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of KPIT as applicable to you and the changes therein from time to time.

Compliance to all clauses

- You will be required to fulfill all the terms and conditions mentioned in this letter of offer. Any failure to fulfill any term and / or condition would entitle KPIT in withdrawing this offer letter at its sole discretion.

Validity:

- This offer is valid for a period of 7 days from the date of issue. Also, the company has made the offer of employment on the basis of the bonafide statements and facts provided by you. At the time of employment or during employment if the company finds the information provided to be false or misleading, it reserves the right to take appropriate disciplinary action against you which also includes termination of employment.
- In case you decide to end your employment with the Company or the Company terminates your services for any reason before you complete one year of employment with the Company,
- the company retains the right to recover from you any expenses incurred by it in connection with your recruitment including, but not limited to, fees paid to consultant, joining benefits paid to you (if any), etc. and
- the company retains the right to recover from you any expenses incurred by it for processing any visa/ work permit for you and/or any of your family members

Arbitration

- Any dispute concerning the subject matter of the present appointment letter or Confidentiality & IPR Assignment Undertaking or the breach, termination or validity thereof which shall include but not limited to issue as to the interpretation, operation, or effect of any clause contained in it or any other difference arising (a 'Dispute') shall be first attempted to be settled mutually, failing in which, the dispute shall be referred to the sole arbitrator to be appointed mutually.
- In case the Arbitrator is not appointed mutually, the dispute shall be referred to the arbitrator thatÂ shall be appointed by the High Court of Judicature of Bombay on an application in that behalf by either of the party as per the provisions of the Arbitration and Conciliation Act 1996.
- The place of arbitration shall be city of Pune, Maharashtra. The language of proceedings shall be English.The dispute shall be subject to and governed by the laws prevalent in India. However, in case of any difference on provisions of law in Stale Law and Central Law on a particular subject, state laws applicable in state of Maharashtra shall prevail.

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

KPIT

Culture at KPIT:

- KPIT has open door policy which makes the work culture transparent and easy to approach
- It always gives opportunities and challenges beyond your current role to prove yourself and achieve greater heights
- KPIT has an open culture, a great work environment, and offers a sense of belonging to employees, which is conducive to future growth.
- KPIT is the perfect place for someone looking for a challenging, fast growing environment with opportunities to take on bigger responsibilities and learn cross functional skills
- With a relatively flat organizational structure, KPIT encourages innovative thinking and gives everyone a sound hearing, regardless of the seniority of the individual.
- Channelization of raw energy and execution of good ideas is brought in by young employees like you.
- KPIT gives you a platform for new ideas and a lot of innovation is fostered here.
- Gives you an opportunity to discuss ideas with the senior management and be enabled to execute them, at a relatively early stage of your career.

The Dhoom Club:

- Where passion comes alive, where a world of awesomeness, away from the drudgeries of mundane work awaits you, where we take fun seriously! Dhoom caters to a wide variety of interests - **sports, music, photography, art, theatre, treks.**Â Get ready to showcase your talent even at Work!

Corporate Social Responsibility (CSR):

- Community Contribution is one of the seven core values at KPIT. It has a significant mention in our mission and vision to reflect our commitment towards it.
- Few of our CSR Initiatives:
  - Chhote Scientists
  - Water Conservation through mass volunteering
  - Reforestation Program
  - Meet the Social Legends

Document submission

1. You are required to submit your documents in TalentOjo before 2 weeks of your joining date, for which you would receive an email from us.
2. Along with document submission, you are also requested to update your personal information and verify the Non-Disclosure Agreement before uploading your signature.
3. National Apprenticeship Training Scheme (NATS) Enrollment (mandatory)
   - You must register on NATS portal to enroll yourself in apprentice.
   - It is compulsory for fresher to register on NATS, please consider doing this on priority before joining.
   - You need to get your 16 digits NATS enrollment number on day of joining.
   - Below is the link: https://mhrdnats.gov.in/boat/contracts/getAllContracts.action

KPIT Technologies Limited

Registered & Corporate Office: Plot 17, Rajiv Gandhi Infotech Park, MIDC-SEZ, Phase III, Maan, Taluka - Mulshi, Hinjawadi, Pune - 411057, India. | CIN: U74999PN2018PLC174192

O +91 20 6770 6000
E info@kpit.com
W kpit.com

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Cognizant

Letter of Intent (LOI)

Superset ID: 1483173

January 07, 2022

Dear Anand Shantikumar Ghodake,

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 Analyst 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 401,988/-. This includes an annual incentive target of INR 22,500/-. 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 2 weeks from the date of the LOI. Hence, you are requested to accept or decline the LOI within 2 weeks 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

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Johnson Controls (India) Private Limited
Registered Office Address: 3rd Floor,B2 Tower,
Cerebrum IT Park, Kalyani Nagar,
Pune-411014, Maharashtra, India
Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U33130PN1995PTC188911

Johnson Controls

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4th September, 2022

Mr. Hussain Bharmal
14-A4, Bramha Estate Soc.
Kondhwa, Pune - 411048

Dear Hussain,

OFFER OF EMPLOYMENT

With reference to your application and subsequent interviews you had with us, we are pleased to offer you an appointment as **Graduate Engineer Trainee - Global Sales Support COE** at Pune for this position you will report to Vivek Tandale – Principal Engineer

You are advised to join us on or before **22nd September, 2022.** Your detailed appointment letter will be issued to you on your accepting this offer and completing the pre joining formalities. This offer is valid for acceptance for a period of 3 working days from the date of issue.

While joining you are requested to produce following documents in original along with Xerox copy of each.

1. Educational Certificates
2. Relieving letter from previous 3 employers, if applicable
3. Previous employment experience certificates, if any.
4. Last Pay certificate/ slip, if any.
5. Last appraisal letter
6. Latest passport size color photograph- 08 nos
7. School leaving certificate
8. Pancard Copy, Mandatory
9. Aadhar Card, Mandatory
10. Passport Photocopy, if available
11. Cancelled Cheque of existing valid Savings Bank A/C
12. Provident Fund – UAN No. (Universal Account Number)

Please note that as a part of the hiring process, we would also be undertaking your Background Verification Check. We will share an application form as consent for conducting the said check and request you to return the completed form.

As a confirmation of your acceptance, please sign one copy of this offer and return it to us.
We look forward to having you on board soon.

Yours sincerely,
For Johnson Controls (India) Private Limited

Divya Jha
Director – Human Resources

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Johnson Controls (India) Private Limited
Registered Office Address: 3rd Floor,B2 Tower,
Cerebrum IT Park, Kalyani Nagar,
Pune-411014, Maharashtra, India
Tel.: +91 (20) 66067100 Fax: +91 (20) 6606 7102
Website: www.johnsoncontrols.com
CIN: U93120PN1995PTC158911

Johnson Controls

Salary Annexure

Name of the Employee : Hussain Bharmal
Designation : Graduate Engineer Trainee
Location : Pune

Proposed Salary Component	*Amount (INR)*	
	Per Month	*Per Annum*
Basic Salary	15008	180100
House Rent Allowance	7504	90050
Conveyance Allowance	1600	19200
Food Allowance	2200	26400
Leave Travel Allowance	4500	54000
Statutory Bonus	1400	16800
Balancing Allowance	6931	83175
Gross Salary	**39144**	**469725**
Provident Fund	1801	21612
Gratuity	722	8663
Cost To Company (CTC)	***41667***	***500000***
Confirmation Bonus* (paid after completion of 12 months from date of joining)		***60000***

- *Confirmation Bonus*: This confirmation bonus shall be paid after the completion of 12 months of training period from the date of joining. This amount will be recovered in full, incase employee exits within 12 months from date of payout.*
- *Note: By signing off this offer letter, I hereby acknowledge that my performance will be evaluated during probation period and my completion of mandatory compliance trainings is also a condition for completion of probation.*

Yours sincerely,
For Johnson Controls (India) Private Limited

Divya Jha
Director – Human Resources

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

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Fwd: Zensar - Offer Letter

Shrishti Jamdade [illegible]

[illegible]

Forwarded message
ZenTAM [illegible]

zensar

Ref 0081559_3/1639337

To
Shrishti Jamdade

Sub: Offer of Employment

Dear Ms. Shrishti Jamdade

Thank you for the keen interest you have shown in joining our organization [illegible] us recently, we are pleased to offer you a career at Zensar. Please accept [illegible] family.

Your date of joining will be communicated to you separately.

Your Annual Compensation is attached herewith as in Annexure – A.

The terms and conditions of employment are in Annexure-B.

You shall be required to work from any of the Zensar office location or as may be instructed by Zensar at [illegible]

An RPG Company

[illegible]

zensar

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Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Please note this job offer will be contingent upon results of your [illegible] offer in case you fail to satisfactorily perform [illegible] Annexure C

Please confirm your acceptance [illegible]

Yours Sincerely,
For Zensar Technologies Limited

Sanjeeva Maithani
Vice President - Human Resources

Encl Annexure - A [illegible]
Annexure - B [illegible]
Annexure - C [illegible]

An [illegible] Company

zensar

Annexure - A

Name: Shrishti Jamgade
Designation: Jr. Software Engineer
Grade : G0

Component	Annual Gross (INR)	
Basic	192000	Base salary component.
Customized Allowance Pool*	159725	This is used towards HRA / CLA, LTA, Medical Allowance and Children's Education. You may want to split the basket as per your tax plans.
Bonus	16000	Paid out as per the Payment of Bonus Act if Basic is less than 21000
Total	367725	
Company's contribution to PF	23040	12% of Basic
Gratuity	9235	As per Gratuity Act
Gross Compensation	400000	
Group Personal accident Insurance	6864	Sum Insured is Rs. 11,50,000/- Please refer to policy

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Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Total Cost to Company	

zensar

Annexure - B

1. GRATUITY

For every associate, the organization contributes a 4.81% of the Basic salary towards the Gratuity fund.
All associates who have completed minimum 5 year of continuous service with the organization are eligible for

The entitlements are as per the following slabs.

- 5 years or more, and less than 10 years of service: Gratuity will be calculated @ 15 days basic salary for the number of years completed.
- More than 10 years and less than 15 years of service: Gratuity will be calculated @ one month basic salary for the number of years completed.
- More than 15 years of service: Gratuity will be calculated @ 15 months basic salary for the number of years completed subject to maximum of 26 months' salary.

The gratuity amount is payable on resignation/retirement subject to above conditions.

In case of death of the associate during the service, the associate's nominee is entitled for the Gratuity benefit calculated on the basis of anticipated service subject to the conditions under the scheme entered with LIC.

2. PROVIDENT FUND:

The associate becomes a member of the provident Fund Trust administered by the company from the date of the joining.

- The company deducts 12% of the basic every month through payroll as the associate's contribution to PF. Additionally, the company contributes 12 % of the associate's basic salary and the same is deposited with the Provident Fund Trust.
- Out the associate's contribution, 8.33% (subject to maximum of Rs. 541 p.m.) is remitted to The Regional Provident Fund Commissioner (RPFC), Pune towards the contribution for pension administered by RPFC.

Zensar Technologies Limited (Zensar Knowledge Park, Plot No. 4, MIDC, Kharadi, Off Nagar Road, Pune 411014)

zensar

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Head
Department of Electrical Engineering
AISSMS College of En... ...ng. Pune

- [illegible]

- [illegible]

- [illegible]

3. Other Benefits

- Hospitalization
  [illegible]

- Leave
  [illegible]

4. Probationary Period

- [illegible]

- During the probation period [illegible]

5. Notice Period

- You will be required to give three months' notice or pay the [illegible] company's discretion. The company reserves the right at its sole discretion [illegible] or part of your base salary in lieu of the notice period.

[illegible]

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- In case you leave the services of Zensar within 1 year of your joining the Company [illegible] you will be required to repay the total expenses incurred by the company towards [illegible] notice pay buyout and joining bonus, if any.

6. Garden Leave : In a situation wherein continuation of your services for the specified notice period (whether in part or in full) are not considered detrimental to the interest of the Company, the Company may allow you to serve the notice period or require you to proceed on Garden Leave during the notice period which you would have otherwise served. However, if the Company receives your request to be relieved from your duties before the completion of the notice period or during Garden Leave, then the Company at its own prerogative may relieve you from your duties on or before the completion of notice period or Garden Leave subject to clauses 8 & 9 herein.

Garden Leave shall mean "an arrangement where an employee is not required to attend his duties and responsibilities at the workplace. However, for all purposes he shall continue to be considered as an employee of the Company and make himself available, as and when required by the Company for any work pertaining to his work responsibilities including transition of responsibilities."

7. Employee request for immediate release: In a situation wherein the Company receives your request to be relieved from your duties without serving the notice period, the Company may at its own discretion relieve you with immediate effect.

8. Notice Pay: (a) Notwithstanding the nature of termination of your employment under any of the scenarios as set out, the Company may at its discretion:

- allow you to serve the notice period or
- require you to proceed on Garden Leave during the notice period which you would have otherwise served or

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Department of Electrical Engineering
AISSMS College of Engineering, Pune

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The Company will not be liable for any additional severance obligations after

10. Statement of Facts

11. Group Insurances

zensar

12. Confidentiality

- Hold Confidential Information in strictest confidence and not to use or attempt to use the same except for the benefit of the Company; and
- Not to disclose or divulge Confidential Information to any person or entity without authorization of the Company.

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AISSMS College of Engineering, Pune

- You agree to return to Zensar all proprietary information, including copies of paper, hard drive, disk, tape and other media upon completion or termination of any project or upon cessation of your employment.

- For the purposes of Clause, "Confidential Information" means any Company proprietary or confidential information, technical data, trade secrets or know-how, whether oral or written or in electronic format and whether marked confidential or not, including but not limited to, research, business plans, products, product improvements, processes and procedures, documents, services, projects, proposals, all work produced by you whether during normal working hours or not, computer program documentation, customer lists and customers (including, but not limited to, customers of the Company with whom you become acquainted), markets, software developments, inventions processes, formulas, technology, designs, drawings, engineering, marketing, distribution and sales methods, sales and profit figures, finances, future plans, strategies, discoveries, the title and description of any patents or patent applications, filed by the Company in any country or pending (until the same is generally available to the public), and any other business information of the Company including its business plans, practice methodologies and technologies (including computer software), training materials, personnel information, client lists and information regarding the business needs, strategies and technologies of present and prospective clients and internal Company publications, whether directly or indirectly, or by drawings or inspection of documents or other tangible property and all information that comes to your knowledge which would not be for your employment would not have been accessed by you, whether such information is in tangible form or not, written or otherwise and formal or not. Confidential Information however shall not include knowledge, skills, or information which is common to the business of the Company, or which is generally known outside the Company.

GSTN: 27AAACP6190J1ZQ
Tel: +(20) 6607 4000, 2760 4300
+(20) 66 05 7688
www.zensar.com
Zensar Technologies Limited (Zensar Knowledge Park, Plot No. 4, MIDC Chinchwad, Off Kaspate Road, Pune 411 044

zensar

- You understand that retaining the confidential nature of Confidential Information is of utmost importance to the business of the Company and in addition to the terms stipulated in this agreement herein you agree to execute a Non-Disclosure Agreement with the company.

- While performing your duties, you shall not copy / use /infringe a third-party intellectual property or confidential information.

- Any breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated without notice.

13. Non Solicitation of Associates and Clients

- You agree that during the period of your employment with the Company, and for one year after the date of termination of such employment (regardless of whether this cessation of employment is voluntary or involuntary, or caused by the breach of this Agreement by either party), other than on behalf of the Company, you will not, either directly or indirectly,

- Solicit, divert, take away, hire, or recruit, entice or attempt to solicit any associate of the Company or the business of any client, customer, potential client, potential customer, person, or entity with whom Associate had dealings for any purpose related in any manner to the business of the Company.

- Approach or seek employment with the Company's client(s) where you are/were deployed by the Company.

- You agree the foregoing restrictions are reasonable both as to time and extent given the nature and scope of the Company's present business and the duties of your employment.

- This clause shall be binding on you even after your separation from the company.

An RPG Company

GSTN: 27AAACP6190J1ZQ
Tel: +(20) 6607 4000, 2760 4300
+(20) 66 05 7688
www.zensar.com
Zensar Technologies Limited (Zensar Knowledge Park, Plot No. 4, MIDC Chinchwad, Off Kaspate Road, Pune 411 044

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14. Intellectual Property

- All intellectual property rights, including but not limited to patents, copyright and design rights as a result of the development of and/or the application of all work produced by you during or as a consequence of your employment whether alone or in conjunction with others and whether during normal working hours or not, including but not limited to any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this employment with the Company shall be the exclusive property of the Company and you agree to assign all such intellectual property created during your employment to the company.

- You agree, at the Company's expense, to provide, during and after this employment, all such assistance as the Company reasonably considers necessary, to secure the vesting of such rights in the Company or Terms of Employment.

- You shall indemnify and keep the Company indemnified and harmless against all claims by any third party for loss, damage, expenses suffered, arising out of infringement of any patent, trademark, label, design or application, including software programs and applications by reason of your acts, actions, activities not authorized by the Company or any actions, activities undertaken by you against Company's policies, guidelines instructions.

Retirement:

- You will retire/ superannuate from the company on reaching the age of 58 years.

- Notwithstanding the clause on retirement from the company's service, your employment with the Company is subject to termination on three month's prior notice by either side. The Company however reserves the right to, at its sole discretion, substitute the notice period by paying you basic salary in lieu of the notice period.
- For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the required notice period as stated in our Company's HR manual.

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- Notwithstanding anything else stated above, the Company shall also have the right to terminate your employment immediately without notice or payment in lieu of notice if:
  - You neglect, refuse, fail or for any reason become unable to perform any of your duties under this agreement or comply with the Company policies and code of conduct; or
  - You are guilty of any misconduct whether or not in the performance of your duties (including but not limited to being an undischarged insolvent, being convicted by any criminal court, being involved in fraudulent acts, etc) or commit any act which in the opinion of the Company is likely to bring the Company any disrepute whether or not such act is directly related to the affairs of the Company; or o You commit any breach of any of your duties or obligations under this agreement or the policies of the Company.
  - There is a discrepancy in the documents/certificates given by you as a proof in support of the information provided by you at the time of interview and in the candidate data sheet.

Jurisdiction
Even though the company may depute you overseas for on-site work to any other location, any issues arising out of your contract of employment, shall be governed by the laws of India and the courts of Pune shall have the exclusively jurisdiction.

15. Indemnification

- You agree to indemnify the Company for all loss, damage, liabilities and costs and expenses, including reasonable attorney fees, suffered or incurred by the Company or caused by or related to your breach of any of the provisions contained in this Terms of Employment.

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16. Other Terms and conditions

- You agree not to undertake employment, whether full-time or part-time of any other organization / entity engaged in any forms of business activity without the consent of Zensar. The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at any time at the discretion of the company.
- 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 Zensar to verify your educational, previous employment, 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 objection. 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 terminate the employment at any time during your service. You agree to abide by all the policies of the Company in force from time to time.

17. SMS Notification

- You agree that the Company can contact you via SMS notifications or any other telephonic mode, before , during and after Zensar's joining process, in order to, inter-alia, keep you updated and well informed on joining and/or subsequent processes and developments.

18. Disciplinary Action:

- If at any point of time, Company has reasonable prima facie justification to believe that you may have indulged in act(s) that may have violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, and the Company decides to carry out further investigation into such acts, Company reserves the right to suspend you from its services pending investigation.

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- During the period of suspension, Company may ask you not to report to work (physically or remotely) and may suspend the use of your company email. Further Company reserves the right to pay you only 50% (fifty percent) of applicable salary (excluding retirement benefits or performance bonus) for the period of suspension.
- Upon completion of investigation, if the company concludes that you have not committed any such misconduct or breach of your obligations, the salary retained as above during suspension will be paid to you in the next immediate payroll cycle.
- If upon completion of investigation, company concludes that you have committed any misconduct or violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, Company may impose such punishment as it deems fit, including suspension or

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fine or stoppage of annual increment or reduction in rank or termination of your service for cause as provided [illegible]. In such event, the salary retained as above during suspension will not be paid to you and the Company reserves the right to adjust the same against any damages or fine recoverable from you in connection with the acts committed by you.

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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:

Name in Full: SHRISHTI RAJENDRA JAMDADE

Signature: Shrishti

Address: SARTHAK NIVAS, RAHUL COLONY, SATAVWADI, HADAPSAR, PUNE-28

Phone: 8975222050

E-mail ID: shrishtijamdade16@gmail.com

Date: 14-01-2022

Place: HADAPSAR, PUNE

Note: This document gives indicative details of all plans. Their implementation is governed by policies of Zensar and applicable legal agencies and may change from time to time without prior notice. Latest Details and specifics of each plan are available with the Human Resources Function.

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AISSMS [illegible] of Engineering, Pune

CIN: [illegible]
Tel: [illegible]
[illegible]
www.zensar.com
Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune [illegible]

zensar

Annexure – C

At the time of joining, you are requested to bring the following documents in Original, along with a copy of each

1. Proof of Age either copy of passport or school leaving certificate
2. Last Qualification Certificate
3. Mark sheet of last qualification
4. Last salary slip
5. Two passport size color photographs
6. Copy of Pan Card
7. Copy of Passport (if available)
8. Bank Account Number and details

You must 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

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 terminate the employment at any time during your service

Please submit all the certificates supporting your educational qualifications along with mark sheets in original for verification only.

Private & Confidential

An RPG Company

CIN: [illegible]
Tel: [illegible]
[illegible]
www.zensar.com
Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune [illegible]

this_message_in_html.html
66K

Shrishti Jamdade <shrishtijamdade16@gmail.com>
To: rajendrajamdade5005@gmail.com

Thu, Jan 13, 2022 at 6:03 PM

[illegible]

this_message_in_html.html
66K

Shrishti Jamdade <shrishtijamdade16@gmail.com>
To: rajendrajamdade5005@gmail.com

Thu, Jan 13, 2022 at 6:06 PM

[illegible]

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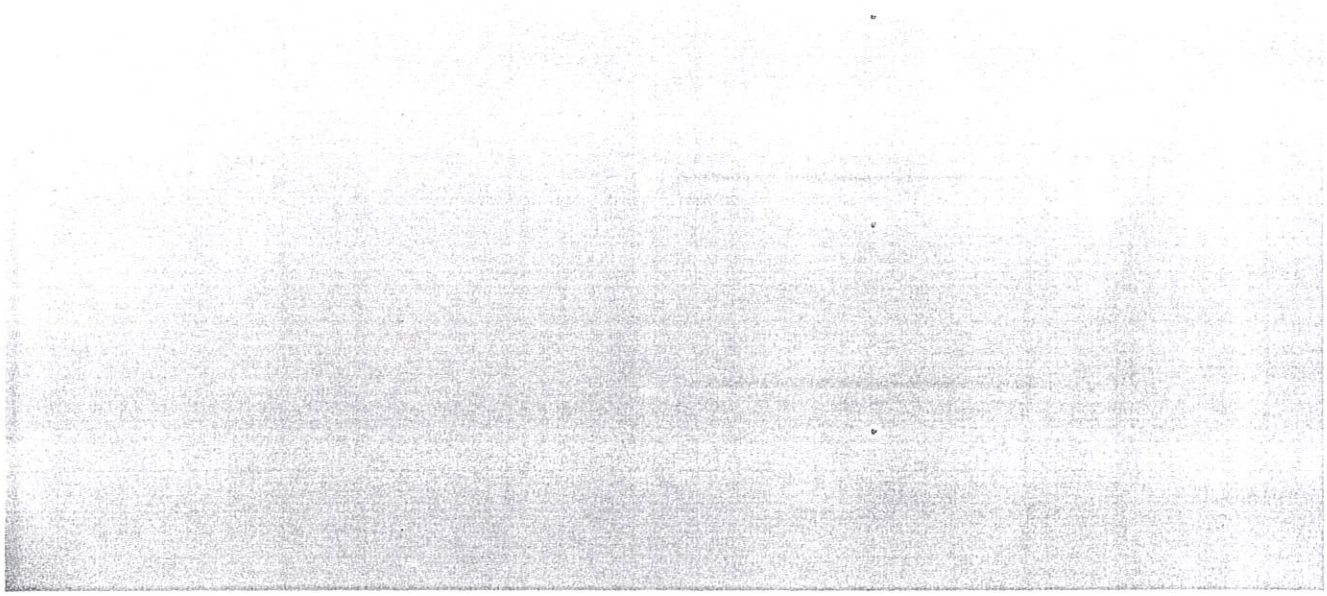
Department of Electrical Engineering
AISSMS [illegible] of Engineering, Pune

this_message_in_html.html
66K

Rajendra Jamdade <rajendrajamdade5005@gmail.com>
To: [illegible]@gmail.com

Thu, Jan 13, 2022 at [illegible] PM

this_message_in_html.html
66K



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17-October-2022

Pranav Vishnu Kedar
At. Post Warni, Shirur (Kasar), Beed, Maharashtra- 413249

Dear Pranav,

Welcome to Vodafone!

We are pleased to offer you the position of **Graduate Engineer Trainee** with **Vodafone India Services Private Limited**. The current role is subject to change depending upon work assignment from time to time. The terms and conditions of the offer are mentioned below.

1. Your place of work will be **EON Free Zone, Kharadi, Pune - 411014.** During your employment with the Company, depending upon business requirements, you may be transferred/ deputed to any operating office or location of the Company or any Group company which may come into existence in future, in India or Abroad; or you may be required to work from home which shall at all times be based out of the home address as per office records, unless otherwise approved by the company in writing . You are expected to keep your home address updated at all times in company records during the course of your employment and maintain reasonable infrastructure at home to perform your services effectively while you are working from home (details will be provided separately). You understand that the Company shall provide you with the necessary equipment, and IT assets as may be required to perform your services efficiently. You shall be responsible for any damage to the assets provided to you by the Company during and post termination of your employment and you agree to the same.
   For adherence to the applicable regulation related to your employment and all other matters connected with the employment and to provide you any organizational support and assistance that you may require from time to time, your assigned office location be **Pune, EON**. However, your services are transferable, and you may be assigned to any other department, function, location or to another company under the same management, whether existing or to be set up in future. In such cases, your employment will be governed by the terms and conditions of service applicable at the new undertaking.
2. You are expected to join as early as possible and not later than **01-November-2022** after which the offer shall automatically stand withdrawn, unless extended in writing by the Company and, in such cases; no claim of any nature, financial or otherwise shall be entertained by the Company.
3. You will be on **probation period of 12 months** from date of joining. You will be auto confirmed upon successful completion of the probation period.
4. This is not a regular offer of appointment but a letter of intent. The "letter of appointment" will be issued at the time of joining.
5. This letter of intent is conditional and subject to clearance of the **reference check** for employment and education.*

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6. Please submit self-attested copy of the following documents on the day of joining, failing which the offer stands cancelled.
    - The relieving / resignation acceptance letter from your present employer
    - 3 passport size photographs & a copy of your PAN card

7. The Compensation and Benefits Program applicable at **Band I** is enclosed for your reference in **Annexure 1 & 2.** Please note the monetary & non - monetary benefits applicable to you are liable to change in case of any change in the current Role/Grade or if the existing policies & guidelines undergo changes.
8. We reiterate that the compensation is a confidential matter between you and the Company and we reaffirm that the Company shall view any breach of confidentiality with utmost seriousness.
9. Delay or omission in exercise of any right or remedy shall not impair such right or remedy or be constructed as a waiver.

Please return the duplicate copy of this letter duly signed indicating acceptance of terms and conditions of employment. Please note that this offer letter shall automatically stand withdrawn in case we do not receive the acknowledgement acceptance within fifteen days from the issue of this letter.

We once again would like to thank you for your interest in seeking a career with Vodafone and wish you a successful career with **Vodafone India Services Private Limited.**

Yours sincerely,

For **Vodafone India Services Private Limited.**

Rohit Solomon
Vice President – Talent Acquisition

ACKNOWLDEGEMENT & ACCEPTANCE
I have read and understood the above terms and conditions and hereby accept the same.

SIGNATURE: _____

NAME: _____

DATE: _____

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* Some roles required 'Address verification' and 'Criminal Record' verification also. Based on your role, you will be informed regarding these verifications by the recruiter.

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Annexure : Compensation Details - Total Target Cash (TTC)		
Name	Pranav Vishnu Kedar	
Designation	Graduate Engineer Trainee	
Band	I	
	Monthly Amount (in INR)	Annual Amount (in INR)
Component (A)		
Basic Salary	13,854	166,250
Housing Rent Allowance	6,927	83,125
Management Allowance	15,117	181,406
Component (B) - Retirals [1]		
Provident Fund (Company Contribution)	1,800	21,600
Total Fixed Pay (A+B)	**37,698**	**452,381**
Component (C) - Target Incentive [2]		
Target Incentive is @ 5% of Fixed Pay	1,885	22,619
Total Target Cash [3] (Fixed Pay + Incentive)	**39,583**	**475,000**

House Rent Allowance (HRA) – 50% of Basic salary.

1. Retirals includes Provident Fund @ 12% of PF Wages which is company contribution, an equivalent amount is deducted from employee's payroll as employee contribution towards Provident Fund

2. Target Incentive is inclusive of the interim bonus as payable under the statue. Incentive Pay-out will be subject to the incentive plan and framework as applicable to your role

3. Total Target Cash: In Vodafone Group terminology, Total Target Cash (TTC) refers to 'Annual CTC'. This is the total cash including Fixed Pay and Target Incentive. Fixed pay includes Retiral Benefit

Gratuity: To be paid as per applicable statute. This is in addition to the mentioned Annual TTC and does not form part of the monthly fixed payment.

Taxation:
All payments are subject to taxation as per the Income Tax Rules. The Company will ensure compliance to the tax rules and apply any amendments to the Income Tax rules when processing the payroll of the employees. The applicable tax as per Income tax rules will also apply to the Joining bonus and notice period reimbursement (if any)

Any additional payments as part of your offer

Joining Bonus (INR)	- You will be eligible for a one-time Joining Bonus of INR 25000/-, payable in the first month's payroll. The Joining Bonus is recoverable incase of resignation within 12 months from date of joining.

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AISSMS College of Engineering, Pune

12

Flo

FLOENERGY.SG

Flo Energy
Singapore Pte. Ltd.
UEN/GST Reg No
202006009E
Retail License
EMA/RE/041

55B Amoy Street
Singapore 069881

+65 8203 1090
hello@floenergy.sg
www.floenergy.sg

Operating Hours:
Mon-Fri: 9am-6pm
Closed on Sat, Sun & PH

Job Offer

14-10-2022
Subject: Employment Letter

Shehbaz Khan

Dear **Shehbaz Khan,**

We are pleased to offer you full time employment as a **full stack software developer** for Flo Energy Singapore. A detailed Job Description is attached to this letter for your reference.

The key conditions of employment are summarised in the appendix to the Employment Letter.

If you agree to accept this offer of employment, please sign both this letter and the appendix to the Employment Letter and return one copy of both pages to us.

We are looking forward to hearing from you and working with you.

Kind regards,

Matthijs Guichelaar

Appendix 1: Employment Offer
Appendix 2: Job Description

Agreed and signed by:

Signature of Authorised Signatory: Name: Date: Designation: Company: Flo Energy Singapore PTE. LTD.	Signature: Name of Candidate: Date:

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AISSMS College of Engineering, Pune

FLOENERGY.SG

Flo Energy
Singapore Pte. Ltd.
UEN/GST Reg No
202006009E
Retail License
EMA/RE/041

[illegible] Amoy Street
Singapore 069881

+65 6223 1000
hello@floenergy.sg
www.floenergy.sg

Operating Hours:
Mon–Fri: 9am–6pm
Closed on Sat, Sun & PH

Appendix to the Employment Letter – Employment Offer

This is the appendix as referred to in the employment letter dated **14-10-2022**, signed between the Company (Flo Energy Singapore Pte. Ltd.) and the Employee. The information included in this appendix will form an integral part of the Employee Agreement. The Employee Agreement will be shared after the Employment Offer is signed between the Company and the Employee. Your employment will take place on the condition that you have obtained the required work and/or residence permits before the start date of your employment.

The table below sets out the specific provisions as part of the employment agreement.

Position Title	ROLE
Organisation Level	Level 2
Job Grade	MM04
Manager's position	CEO
Function	Digital
Number of direct reports	0
Starting date (effective)	**01-12-2022**
Working times	Full-time (normal working hours)
Annual Leave	25 days annual leave per year (Dutch Standard)
Compensation & Allowances	
Probation period	NA
Monthly, base salary	$5,5`00 per Month
Salary review	Annual basis
Annual, Short-Term Incentive (STI), (not applicable for Probation-Initial Period).	10% of Annual base salary (Leading KPIs: Financial, 50% Payout & Personal Objective Payout, 50%)
Monthly, Mobile Phone Allowance	SGD 60
Contribution to CPF	The Company shall make the necessary statutory contribution to the Central Provident Fund in accordance with the prevailing statutory requirements
Medical Insurance	600 SGD annual compensation

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SIEMENS

Kumbhar Abhirup
Graduate Trainee Engineer
AISSMS
1, Kennedy road, Near RTO Pune,
Maharashtra, 411001

Dear Abhirup,

We're really excited you want to join Siemens and further

We are pleased to offer you the position of Graduate Trai
SMO Division in **Pune** Location.

Your annual compensation, calculated on a cost-to-compa
Lakhs Only), with the details provided in **Annexure I**. On
your Target Pay will be incremented by Rs. 50,000/- and th
and Designation will be according to the position that you
is a one-time increment and all future increments will be su

Your appointment is based on the terms and conditions pro
a few points to note here:

SIEMENS

We welcome you as a member of Siemens family and h
us. Kindly return the duplicate of this letter, signed in t
and acceptance of the above and enclosed Annexures.

Yours faithfully,

Siemens Technology and Services Pvt. Ltd.

Krishnaswamy Rajeshwari

Rajeshwari Krishnaswamy

Chief Manager – Human Resources

Acceptance of Terms & Conditions of Employme

I hereby agree that I have read and understood the ter
no 298944/8045986 dated (16 February 2022) plus the
Siemens Technology and Services Pvt. Ltd. with c
code of IN-TI-BASTU-PR

Enclosures:

Head
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AISSMS College of Engineering, Pune

Annexure I – Compensation structure

Annexure II – Service conditions

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1. Service Conditions Overall

You shall serve the company diligently, faithfully and ... the duties entrusted to you with high standard of ... refuse to do any work/activities as allotted to you ... your knowledge and skill through execution of jobs ...

You will be governed by rules, regulations and ... Annexures), applicable to the employees of your ... which you will be working. The Company reserves ... service conditions as may be considered necessary ...

2. Working Hours

You will be governed by the working hours prevailing ... be notified of your actual duty timings from time to ... when considered necessary by the Company.

3. Holidays

You will be entitled to paid holidays as decided by ... the beginning of the year.

4. Work Location

You are initially appointed to work ... requirements, you may be transferred ...

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ANNI

Compensa

Name: Kumbhar Abhirup

Position Level: 12

	Compensa
Sr. no.	Heads of Payment
(A)	Basic Salary p.m.
(B)	Base Flexible Pay (BFP) p.m. (includes Meal Card @ Rs.2,200/- p.m.)
	Total Allowances / Benefits p.m.
(C)	Base Pay p.m. (A + B)
	Retirals p.m.
	Co. Contribution Provident Fund (12 % of Basic)
	Co. Gratuity Provision (4.8% of Basic)
(D)	Total Retirals p.m.
(E)	Total Fixed Pay (TFP) p.m. (C + D)
(F)	Target Pay p.a. (E * 12)
	Insurance Benefits

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a) Company shall own all ...
limited to all Work ...
algorithms, designs, tools ...
components, technologies ...
of their employment with the Company ...
rights which may accrue to the ...

b) Employee shall disclose to the Company in writing ...
the Work product and the Know-How ...
of their employment with the Company.

c) Company and its affiliates shall have right to ...
form Intellectual Property Rights (IPRs) including ...
and/or Industrial Designs. Company and its affiliates ...
to lapse such IPRs.

d) If by operation of law or otherwise, any or all ...
deemed to be the IPRs of the Company, the employee ...
fullest extent permitted by law, to the Company all ...
of all such IPRs.

e) Employee agrees to cooperate with the Company ...
and maintain the IPRs of the Company and/or ...
during the course of their employment ...

Employee shall not publish ...
Company, any information ...

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6. Retirement

All employees will retire from the [illegible] However, the Company at its sole [illegible] attaining the age of superannuation.

7. Maternity/Childcare Facilities for [illegible]

As part of the Company's efforts to [illegible] maternity, apart from fully complying [illegible] also extends additional facilities [illegible] policy on Maternity Benefit please refer [illegible]

8. Confidentiality

Please note that your compensation [illegible] determined based on [illegible] professional merit. We advise you [illegible] revisions made therein.

9. Background Verification

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Your appointment is [illegible] employment history and [illegible]

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Terms & Conditions

Employee shall observe and conform to such [illegible] by the Company and those in authority over him

Employee shall not at any time hereafter without the process, divulge or utilize any matter relating to [illegible] confidential nature.

Employee shall not use any of the designs, draw[illegible] Company for any purpose other than Company's bu[illegible]

All software including packages as well as its assoc[illegible] course of the duties shall be sole and exclusive pro[illegible]

Employee shall be true and faithful to the Company to the business of the Company and shall at all times to the Company or such persons as shall be authori[illegible]

Employee shall not during the continuance of his [illegible] writing, be employed or interested, directly or indi[illegible] occupation whatsoever and will devote the whole [illegible]

Employee shall be responsible for safekeeping [illegible] property, which may be in his use, custody or [illegible]

A high standard code of [illegible]

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[illegible]

[illegible]

Please bring the following documents with you at the [illegible]

1. This Offer Letter with your original signature [illegible] *serves as your official Appointment Letter*
2. Photocopy of birth certificate / S.S.C. certific[illegible]
3. All educational documents from 10th to highe[illegible] provisional / convocation certificate (2 copies[illegible]
4. Photocopy of all previous employment / expe[illegible]
5. Photocopy of passport / ration card / driving l[illegible]
6. Photocopy of PAN / acknowledgement of PA[illegible]
7. To apply for PF transfer please bring the [illegible]
   - PF number / EPS number
   - Previous employer contact details to con[illegible]
   - Whether previous company PF is [illegible]
   - RPFC office or PF trust address
   - Bank account number & [illegible]

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Department of Electrical Engineering
AISSMS College of Engineering, Pune

8:45 AM

14

OFFER LETTER

utilities.fujitsuconsultingind.com

UJITSU CONSULTING INDIA PRIVATE LIMITED

FUJITSU

shaping tomorrow with you

Offer/Appointment Letter

utward
o:
R.
22-
3772

Date: 8/3/2022

o,
shwini Landge
6,sonwane building, temple,
ggrawal marg, somwar peth Pune
in:411011
laharashtra India

lear **Ashwini Landge** ,

/ith reference to our employment offer letter dated /3/2022,we are pleased to offer you an appointment in our rganization as **FJ07** in **ServiceNow Services.** Your Role will be **pplication Developer Trainee.** We strongly believe that the ssociation would be mutually beneficial.

our annual salary along with the break-up of salary is tta d herewith in Annexure-A.

ou are required to join on **1/8/2022** and the offer stands ithdrawn thereafter, unless the date is extended by us and ommunicated to you in writing.

n token of your acceptance of this appointment, kindly sign is letter and the employment agreement attached hereto at ie bottom of the right corner of each page, and return the uplicate copy of the same to the HR department.

he location of your initial reporting & posting would be **Pune.** lowever, the location of your posting can be changed to any of ur units / departments situated anywhere in India or abroad epending on the business requirements.

ou shall be on probation for **12 months** period. Unless ommunicated otherwise your services will be deemed to be onfirmed on completion of the period of probation or any xtension thereof as per the terms of your employment greement and in accordance with the policies of Fujitsu Consulting India Private Limited.

our employment shall at all times be governed by the mployment agreement and the policies of Fujitsu Consulting

Head
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APPOINTMENT LETTER

January 23, 2022

Dear Gayatri Lokare,

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

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

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b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. **mywipro.wipro.com**

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

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b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

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Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.
ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.
iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be*** **liable to** pay to the Company liquidated damages of up to Rs. 75,000/- (Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or

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d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

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

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

ANNEXURE II

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[illegible], Pune

retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

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PERSONAL INFORMATION AS REQUI... ...D UNDER INFORMATION TECHNOLOGY ACT, 2000

I Gayatri Lokare, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Gayatri Lokare

Position: Project Engineer

Career Group: TRB - II

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	

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Target Variable Pay	1,459
Target Cost to Company per month	**29,167**
Total Cost to Company per annum	**3,50,004**

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

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

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

a. you being "active" in the services of the company through to retention date as applicable

b. your employment has not been terminated for poor performance or for cause prior to retention date

c. you have not resigned voluntarily or abandoned your job as of the retention date

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II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

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

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

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SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

   New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

   You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

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Employees will be eligible for payment of gratuity as per the Wipro policy (ne same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

   i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

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Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

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

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

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting

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contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature** Gayatri Lokare 23/1/2022 4:38 PM
(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com
C :L32102KA1945PLC020800

23157103

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

21-22 Cognizant 40 16

29-Jan-2022

Dear Ruturaj Udaysingh Machale,
B.E., Electrical
Aissms College Of Engineering

Candidate ID – 19938981

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.

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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:**

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Department of Electrical Engineering
AISSMS College of Engineering, Pune

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Ref: 0081559_3/1639335

Dated: January 8, 2022

To
Vaishali Mankar

Sub: Offer of Employment

Dear Ms. Vaishali Mankar,

Thank you for the keen interest you have shown in joining our organization. With reference to the interview and the discussions you had with us recently, we are pleased to offer you a career at Zensar. Please accept our heartiest congratulations and warm welcome to the Zensar family.

Your date of joining will be communicated to you separately.

Your 'Annual Compensation' is attached herewith as in Annexure – A.

The terms and conditions of employment are in Annexure-B.

You shall be required to work from any of the Zensar office location or as may be instructed by Zensar at the time of joining.

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Please note, this job offer will be contingent upon results of your final year examination. Zensar reserves a right to withdraw this offer in case you fail to satisfactorily perform / pass the exam. Also, the offer is conditional to verification of documents listed in Annexure C.

Please confirm your acceptance, in writing via email within 10 days after receiving this letter.

Yours Sincerely,
For Zensar Technologies Limited

Sanjeeva Maithani
Vice President – Human Resources

Encl:Annexure – A (Salary Structure),
Annexure – B (Terms and Conditions of employment)
Annexure – C (Document Check List)

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Annexure – A

Name: Vaishali Mankar
Designation: Jr. Software Engineer
Grade : G0

Component	Annual Gross (INR)	
Basic	192000	Base salary component.
Customized Allowance Pool*	159725	This is used towards HRA / CLA, LTA, Medical Allowance and Children's Education. You may want to split the basket as per your tax plans.
Bonus	16000	Paid out as per the Payment of Bonus Act if Basic is less than 21000
Total	367725	
Company's contribution to PF	23040	12% of Basic
Gratuity	9235	As per Gratuity Act
Gross Compensation	400000	
Group Personal accident Insurance	6864	Sum Insured is Rs. 11,50,000/- Please refer to policy
Group Health Insurance Scheme		Up to four family members (in order of: Associate, Spouse, 2 Dependent Children below age 25) are covered up to a limit of Rs. 2,00,000/- P.A
Term Life Insurance		Sum Insured is Rs. 5,00,000/; Please refer to policy
Total Cost to Company	406864	

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~~Annexure – B~~

~~1. GRATUITY:~~

For every associate, the organization contributes 4.81% of the Basic salary towards the Gratuity fund.
All associates who have completed minimum 5 years of continuous service with the organization are entitled for Gratuity.

The entitlements are as per the following slabs:

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[illegible] of Engineering, Pune

- More than 10 years and less than 15 years of service, Gratuity will be calculated @ one month basic salary for the number of years completed.
- More than 15 years of service, Gratuity will be calculated @ 1¼ month's basic salary for the number of years completed, subject to maximum of 26 months' salary.

The gratuity amount is payable on resignation/retirement subject to above conditions.

In case of death of the associate during the service, the associate's nominee is entitled for the Gratuity benefit calculated on the basis of anticipated service subject to the conditions under the scheme entered with LIC.

~~2. PROVIDENT FUND:~~

The associate becomes a member of the provident Fund Trust administered by the company from the date of the joining.

- The company deducts 12% of the basic every month through payroll as the associate's contribution to PF. Additionally, the company contributes 12 % of the associate's basic salary and the same is deposited with the Provident Fund Trust.
- Out the associate's contribution, 8.33% (subject to maximum of Rs. 541 p.m.) is remitted to The Regional Provident Fund Commissioner (RPFC), Pune towards the contribution for pension administered by RPFC.

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- The associate on resignation or retirement can apply to Trust for transfer or withdrawal of Provident Fund accumulation as per the Provident Fund rules.
- The associate is also entitled for Pension from RPFC on resignation or retirement as per the pension rules of RPFC.
- Voluntary Provident Fund: The associate, if wishes, may request for additional PF contribution minimum if 12% & maximum of 20% of Basic salary by way of deduction through payroll.

~~3. Other Benefits~~

- ~~Gratuity~~
- ~~Insurance~~ You and your spouse will be eligible to avail of the medical insurance cover.
  You will be eligible to 30 days of total leave during a year. This will include 18 days of privilege leaves and 12 days of flexi leaves. Flexi leave can be availed as casual leave, sick leave and paternity leave reasons. The details of the policy would be available to you when you join.

~~4. Probationary Period~~

- You will be on probation for a period of 12 months from the date of joining and may be confirmed as a permanent associate upon successful completion of your probation. The period of probation can be extended at the discretion of the Company.

~~5. Notice Period~~

- During the probation period, the Company has the right to terminate your services at any time upon serving one day's notice to you.

You will be required to give three months' notice in case you decide to leave our services and the same is subject to the company's discretion. The company reserves the right at its sole discretion, to substitute the notice period by paying whole or part of your base salary in lieu of the notice period.

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- In case you leave the services of Zensar within 1 year of your joining the Organization, due to any reason, you will be required to repay the total expenses incurred by the company towards reimbursement to you on account of your relocation, notice pay buyout and joining bonus, if any.

6. Garden Leave : In a situation wherein continuation of your services for the specified notice period (whether in part or in full) are not considered detrimental to the interest of the Company, the Company may allow you to serve the notice period or require you to proceed on Garden Leave during the notice period which you would have otherwise served. However, if the Company receives your request to be relieved from your duties before the completion of the notice period or during Garden Leave, then the Company at its own prerogative may relieve you from your duties on or before the completion of notice period or Garden Leave subject to clauses 8 & 9 herein.

Garden Leave shall mean "an arrangement where an employee is not required to attend his duties and responsibilities at the workplace. However, for all purposes he shall continue to be considered as an employee of the Company and make himself available, as and when required by the Company for any work pertaining to his work responsibilities including transition of responsibilities.".

- 7. Employee request for immediate release: In a situation wherein the Company receives your request to be relieved from your duties without serving the notice period, the Company may at its own discretion relieve you with immediate effect.

8. Notice Pay: (a) Notwithstanding the nature of termination of your employment under any of the scenarios as set out, the Company may at its discretion. allow you to serve the notice period or require you to proceed on Garden Leave during the notice period which you would have otherwise served or relieve you immediately or at any time while you are serving your notice period in which event you shall be entitled to receive salary for the unserved notice period.



(b) In the event, you request the Company for an early release at any time during the notice period being served, you shall be liable to pay the Company, in line with the Company policy on notice pay, for the unserved notice period. Subject to applicable laws and Company's discretion in this regard, the Company may deduct such amount from the payments that shall be payable to you as full and final settlement of your dues. The date of your release, in such event, shall be decided by your designated manager / head of department / business head, as the case may be.
The Company will not be liable for any additional severance obligations under any of the above scenarios

9. Your release from the Company's services shall be subject to satisfactory transition of your duties and responsibilities. You shall also be required to return all Company property in your possession to the person designated by the Company in this regard. Company property shall include all documents and any copies thereof in whatever form those copies may be made, whether on paper, tape, computer disc, cloud storage-based facilities or any other digital medium or otherwise. If you hold any information on any equipment which you own, you shall forthwith copy that information onto an appropriate medium, supply that copy and any other copies in your possession to the Company and then delete such information from all equipment in your possession. Subsequent to the completion of the formalities as mentioned herein, you will be notified of the date of your release. Such release date shall be at the sole discretion of Company notwithstanding your willingness to pay for the unserved notice period for an early release.

10. Statement of Facts: 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 minimum standards set by the company, the company shall have the right to terminate your services at its own discretion.

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- From the month following your joining, Company will provide you coverage under the Group Mediclaim Policy and Group Accident Insurance Policy, at no cost to you.
- It is mandatory to declare dependent (Dependent Spouse, Dependent Children) information to include them in the company Mediclaim Insurance policy.

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~~11. Confidentiality.~~

You agree at all times during the term of your employment and thereafter (without limit of time):

- Hold Confidential Information in strictest confidence, and not to use or attempt to use the same, except for the benefit of the Company and
- Not to disclose or divulge Confidential Information to any person or entity without written authorization of the Company.
- You agree to return to Zensar all proprietary information, including copies of paper, hard drive, disk, tape and other media, upon completion or termination of any project or upon cessation of your employment.

- For the purposes of Clause, "Confidential Information" means any Company proprietary or confidential information, technical data, trade secrets or know-how, whether oral or written or in electronic format and whether marked confidential or not, including but not limited to; research, business plans, products, product improvements, processes and process documents, services, projects, proposals, all work produced by you whether during normal working hours or not, computer program, documentation, customer lists and customers (including, but not limited to, customers of the Company with whom you become acquainted), markets, software, developments, inventions processes, formulas, technology, designs, drawings, engineering, marketing, distribution and sales methods, sales and profit figures, finances, techniques, strategies, discoveries, the title and description of any patents or patent applications filed by the Company in any country or jurisdiction (until the same is generally available to the public), and any other business information of the Company including its business plans, practice methodologies and technologies (including computer software), training materials, personnel information, client lists and information regarding the business needs, strategies and technologies of present and prospective clients and internal Company publications, whether directly or indirectly, or by drawings or inspection of documents or other tangible property and all information that comes to your knowledge which would but for this employment would not have been accessed by you, whether such information is in tangible form or not, written or otherwise and formal or not. Confidential Information however shall not include knowledge, skills, or information which is common to the business of the Company, or which is generally known outside the Company.

An RPG Company

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Tel: +(20) 6607 4000, 2700 4000
+(20) 6605 7888

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- You understand that retaining the confidential nature of Confidential Information is of utmost importance to the business of the Company and in addition to the terms stipulated in this agreement herein you agree to execute a Non-Disclosure Agreement with the company.
- While performing your duties, you shall not copy / use /infringe a third-party intellectual property or confidential information.
- Any breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated without notice.

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(regardless of whether this cessation of employment is voluntary or involuntary, or caused by the breach of this Agreement by either party), other than on behalf of the Company, you will not, either directly or indirectly:

- Solicit, divert, take away, hire, or recruit, entice or attempt to solicit any associate of the Company or the business of any client, customer, potential client, potential customer, person, or entity with whom Associate had dealings for any purpose related in any manner to the business of the Company.
- Approach or seek employment with the Company's client(s) where you are/were deployed by the Company
- You agree the foregoing restrictions are reasonable both as to time and extent given the nature and scope of the Company's present business and the duties of your employment.
- This clause shall be binding on you even after your separation from the company.

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~~14 Intellectual Property:~~

- All intellectual property rights, including but not limited to, patents, copyright and design rights as a result of the development of and/or the application of all work produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including but not limited to any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this employment with the Company shall be the exclusive property of the Company and you agree to assign all such Intellectual Property created during your employment to the company.
- You agree, at the Company's expense, to provide, during and after this employment, all such assistance as the Company reasonably considers necessary, to secure the vesting of such rights in the Company or Terms of Employment.
- You shall indemnify and keep the Company indemnified and harmless against all claims by any third party for loss, damage, expenses suffered, arising out of infringement of any patent, trademark, label, design or application, including software programs and applications by reason of your acts, actions, activities not authorized by the Company or acts, actions, activities undertaken by you against Company's policies, guidelines instructions.

Retirement:

- You will retire/ superannuate from the company on reaching the age of 58 years.
- Notwithstanding the clause on retirement from the company's service, your employment with the Company is subject to termination on three month's prior notice by either side. The Company however, reserves the right to, at its sole discretion, substitute the notice period by paying you basic salary in lieu of the notice period.
- For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the required notice period as stated in our Company's HR manual.

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or payment in lieu of notice if:

- You neglect, refuse, fail or for any reason become unable to perform any of your duties under this agreement or comply with the Company policies and code of conduct; or
- You are guilty of any misconduct whether or not in the performance of your duties (including but not limited to being an undischarged insolvent, being convicted by any criminal court, being involved in fraudulent acts, etc) or commit any act which in the opinion of the Company is likely to bring the Company any disrepute whether or not such act is directly related to the affairs of the Company; or o You commit any breach of any of your duties or obligations under this agreement or the policies of the Company.
- There is a discrepancy in the documents/certificates given by you as a proof in support of the information provided by you at the time of interview and in the candidate data sheet.

Jurisdiction

Even though the company may depute you overseas for on-site work to any other location, any issues arising out of your contract of employment, shall be governed by the laws of India and the courts of Pune shall have the exclusively jurisdiction

15. Indemnification

- You agree to indemnify the Company for all loss, damage, liabilities and costs and expenses, including reasonable attorney fees, suffered or incurred by the Company or caused by or related to your breach of any of the provisions contained in this Terms of Employment.

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16. Other Terms and conditions

- You agree not to undertake employment, whether full time or part time of any other organization / entity engaged in any forms of business activity without the consent of Zensar. The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at any time at the discretion of the company.
- 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 Zensar to verify your educational, previous employment, 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 objection. 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 terminate the employment at any time during your service You agree to abide by all the policies of the Company in force from time to time.

17. SMS Notification

- You agree that the Company can contact you via SMS notifications or any other telephonic mode, before , during and after Zensar's joining process, in order to, inter-alia, keep you updated and well informed on joining and/or subsequent processes and developments.

18. Disciplinary Action:

- If at any point of time, Company has reasonable prima facie justification to believe that you may have indulged in act(s) that may have violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, and the Company decides to carry out further investigation into such acts, Company reserves the right to suspend you from its services pending investigation.

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- During the period of suspension, Company may ask you not to report to work (physically or remotely) and may suspend the use of your company email. Further Company reserves the right to pay you only 50% (fifty percent) of applicable salary (excluding retirement benefits or performance bonus) for the period of suspension.

Upon completion of investigation, if the company concludes that you have not committed any such misconduct or breach of your obligations, the salary retained as above during suspension will be paid to you in the next immediate payroll cycle.

If upon completion of investigation, company concludes that you have committed any misconduct or violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, Company may impose such punishment as it deems fit, including suspension or fine or stoppage of annual increment or reduction in rank or termination of your service for cause as provided hereunder. In such event, the salary retained as above during suspension will not be paid to you and the Company reserves the right to adjust the same against any damages or fine recoverable from you in connection with the acts committed by you.

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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:

Name in Full:Vaishali Mohan Mankar

Signature: Mankar

Address:At Post. Takarkhed,Taluka:- Nandura,District:-Buldhana.

Phone:9075975570

E-mail ID:mankarvm12@gmail.com

Date:14/01/2022

Place:Takarkhed,Buldhana

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Department of Electrical Engineering
[illegible] Engineering, Pune

Note: This document gives indicative details of all plans. Their implementation is governed by policies of Zensar and applicable legal

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At the time of joining, you are requested to bring the following documents in Original, along with a copy of each

1. Proof of Age either copy of passport or school leaving certificate
2. Last Qualification Certificate
3. Mark sheet of last qualification
4. Last salary slip
5. Two passport size color photographs
6. Copy of Pan Card
7. Copy of Passport (if available)
8. Bank Account Number and details

You must provide your PAN Card copy. Please note that it is mandatory to provide the PAN number for processing of your payroll

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 terminate the employment at any time during your service

Please submit all the certificates supporting your educational qualifications along with mark sheets in original for verification only. Private &

Confidential

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Name: Aishwarya Moghekar
18EL029
52 18

Gmail

is:starred

Compose

Inbox 2,157

Starred

Snoozed

Sent

Drafts 31

More

Meet

New meeting

Join a meeting

Hangouts

aishwarya

No recent chats
Start a new one

to Infosys

1 of 1

Infosys

Dear Student,

Thank you for participating in the Infosys recruitment process. Congratulations! You have cleared the interview round of the p

We are delighted to offer you the position of Systems Engineer at Infosys.

The compensation for this role is INR 3.6 lakhs per annum with one year of probation period from the date of allocation to the unit. Additional benefits include health insurance of INR 4 lakhs per annum and a life cover of INR 30 lakhs.

You will soon hear from us about the next steps of the process.

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please contact your placement office or write to us at Talent.Acquisition@infosys.com.

We look forward to welcoming you into the Infosys family.

Best regards,

Talent Acquisition
Infosys

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

21-22 Cognizant

43 19

29-Jan-2022

Dear Mundhe Satyam Shivdas,
B.E., Electrical
Aissms College Of Engineering

Candidate ID – 19940228

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.

Head
Department of Electrical Engineering
AISSMS [illegible] Engineering, Pune

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:**

Head
Department of Electrical Engineering
AISSMS [illegible] Engineering, Pune

Offer/Appointment Letter

Outward
No
HR/OL/
822
437n5

Date: 8/3/2022

To,
Vaishnavi Pachpute
Bhosale Building, near Hindavi Swaraj hotel
Gaonthan, Shivajinagar Pune
Pin 411005
Maharashtra India

Dear **Vaishnavi Pachpute** ,

With reference to our employment offer letter dated 8/3/2022,we are pleased to offer you an appointment in our organization as **FJ07** in **ServiceNow Services**. Your Role will be **Application Developer Trainee**. We strongly believe that the association would be mutually beneficial

Your annual salary along with the break-up of salary is attached herewith in Annexure-A

You are required to join on **1/8/2022** and the offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing

In token of your acceptance of this appointment, kindly sign this letter and the employment agreement attached hereto at the bottom of the right corner of each page, and return the duplicate copy of the same to the HR department

The location of your initial reporting & posting would be **Pune**. However, the location of your posting can be changed to any of our units / departments situated anywhere in India or abroad depending on the business requirements

You shall be on probation for **12 months** period. Unless communicated otherwise your services will be deemed to be confirmed on completion of the period of probation or any extension thereof as per the terms of your employment agreement and in accordance with the policies of Fujitsu Consulting India Private Limited

Your employment shall at all times be governed by the employment agreement and the policies of Fujitsu Consulting India Private Limited as amended from time to time

In case you require any further clarification, please contact HR Department

We welcome you to Fujitsu consulting India Private Limited, and wish you a rewarding career over the years to come.

For **Fujitsu Consulting India Private Limited,**

Sumit Sabharwal
Head- Human Capital Management

I accept the appointment

Name _____ Commencement Date _____

Signature _____ Place _____

Scanned with CamScanner

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

45 21

zensar

Ref: 0081559_3/1639338

Dated: January 8, 2022

To
Kajol Patil

Sub: Offer of Employment

Dear Ms. Kajol Patil,

Thank you for the keen interest you have shown in joining our organization. With reference to the interview and the discussions you had with us recently, we are pleased to offer you a career at Zensar. Please accept our heartiest congratulations and warm welcome to the Zensar family.

Your date of joining will be communicated to you separately.

Your 'Annual Compensation' is attached herewith as in Annexure – A.

The terms and conditions of employment are in Annexure-B.

You shall be required to work from any of the Zensar office location or as may be instructed by Zensar at the time of joining.

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Please note, this job offer will be contingent upon results of your final year examination. Zensar reserves a right to withdraw this offer in case you fail to satisfactorily perform / pass the exam. Also, the offer is conditional to verification of documents listed in Annexure C.

Please confirm your acceptance, in writing via email within 10 days after receiving this letter.

Yours Sincerely,
For Zensar Technologies Limited

Sanjeeva Maithani
Vice President – Human Resources

Encl:Annexure – A (Salary Structure),

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Department of Electrical Engineering
AISSMS College of Engineering, Pune

Annexure – B (Terms and Conditions of employment)
Annexure – C (Document Check List)

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Annexure – A

Name: Kajol Patil
Designation: Jr. Software Engineer
Grade : G0

Component	Annual Gross (INR)	
Basic	192000	Base salary component.
Customized Allowance Pool*	159725	This is used towards HRA / CLA, LTA, Medical Allowance and Children's Education. You may want to split the basket as per your tax plans.
Bonus	16000	Paid out as per the Payment of Bonus Act if Basic is less than 21000
Total	367725	
Company's contribution to PF	23040	12% of Basic
Gratuity	9235	As per Gratuity Act
Gross Compensation	400000	
Group Personal accident Insurance	6864	Sum Insured is Rs. 11,50,000/- Please refer to policy
Group Health Insurance Scheme		Up to four family members (in order of: Associate, Spouse, 2 Dependent Children below age 25) are covered up to a limit of Rs. 2,00,000/- P.A
Term Life Insurance		Sum Insured is Rs. 5,00,000/; Please refer to policy
Total Cost to Company	406864	

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Annexure – B

1. GRATUITY:

For every associate, the organization contributes 4.81% of the Basic salary towards the Gratuity fund.
All associates who have completed minimum 5 years of continuous service with the organization are entitled for Gratuity.

The entitlements are as per the following slabs:

- 5 years or more, and less than 10 years of service, Gratuity will be calculated @ 15 days basic salary for the number of years completed.
- More than 10 years and less than 15 years of service, Gratuity will be calculated @ one month basic salary for the number of years completed.
- More than 15 years of service, Gratuity will be calculated @ 1¼ month's basic salary for the number of years completed, subject to maximum of 26 months' salary.

The gratuity amount is payable on resignation/retirement subject to above conditions.

In case of death of the associate during the service, the associate's nominee is entitled for the Gratuity benefit calculated on the basis of anticipated service subject to the conditions under the scheme entered with LIC.

2. PROVIDENT FUND:

The associate becomes a member of the provident Fund Trust administered by the company from the date of the joining.

- The company deducts 12% of the basic every month through payroll as the associate's contribution to PF. Additionally, the company contributes 12 % of the associate's basic salary and the same is deposited with the Provident Fund Trust.
- Out the associate's contribution, 8.33% (subject to maximum of Rs. 541 p.m.) is remitted to The Regional Provident Fund Commissioner (RPFC), Pune towards the contribution for pension administered by RPFC.

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- The associate on resignation or retirement can apply to Trust for transfer or withdrawal of Provident Fund accumulation as per the Provident Fund rules.
- The associate is also entitled for Pension from RPFC on resignation or retirement as per the pension rules of RPFC.
- Voluntary Provident Fund: The associate, if wishes, may request for additional PF contribution minimum if 12% & maximum of 20% of Basic salary by way of deduction through payroll.

3. Other Benefits

- Hospitalization
  You and your spouse will be eligible to avail of the medical insurance cover.
- Leave
  You will be eligible to 30 days of total leave during a year. This will include 18 days of privilege leaves and 12 days of flexi leaves. Flexi leave can be availed as casual leave, sick leave and paternity leave reasons. The

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Department of Electrical Engineering
AISSMS College of Engineering, Pune

details of the policy would be available to you when you join.

4. Probationary Period

- You will be on probation for a period of 12 months from the date of joining and may be confirmed as a permanent associate upon successful completion of your probation. The period of probation can be extended at the discretion of the Company.
- During the probation period, the Company has the right to terminate your services at any time upon serving one day's notice to you.

5. Notice Period

- You will be required to give three months' notice in case you decide to leave our services and the same is subject to the company's discretion. The company reserves the right at its sole discretion, to substitute the notice period by paying whole or part of your base salary in lieu of the notice period.

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- In case you leave the services of Zensar within 1 year of your joining the Organization, due to any reason, you will be required to repay the total expenses incurred by the company towards reimbursement to you on account of your relocation, notice pay buyout and joining bonus, if any.

6. Garden Leave : In a situation wherein continuation of your services for the specified notice period (whether in part or in full) are not considered detrimental to the interest of the Company, the Company may allow you to serve the notice period or require you to proceed on Garden Leave during the notice period which you would have otherwise served. However, if the Company receives your request to be relieved from your duties before the completion of the notice period or during Garden Leave, then the Company at its own prerogative may relieve you from your duties on or before the completion of notice period or Garden Leave subject to clauses 8 & 9 herein.

Garden Leave shall mean "an arrangement where an employee is not required to attend his duties and responsibilities at the workplace. However, for all purposes he shall continue to be considered as an employee of the Company and make himself available, as and when required by the Company for any work pertaining to his work responsibilities including transition of responsibilities.".

7. Employee request for immediate release: In a situation wherein the Company receives your request to be relieved from your duties without serving the notice period, the Company may at its own discretion relieve you with immediate effect.

8. Notice Pay: (a) Notwithstanding the nature of termination of your employment under any of the scenarios as set out, the Company may at its discretion.

- allow you to serve the notice period or
- require you to proceed on Garden Leave during the notice period which you would have otherwise served or
- relieve you immediately or at any time while you are serving your notice period in which event you shall be entitled to receive salary for the unserved notice period.

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(b) In the event, you request the Company for an early release at any time during the notice period being served, you shall be liable to pay the Company, in line with the Company policy on notice pay, for the unserved notice period. Subject to applicable laws and Company's discretion in this regard, the Company may deduct such amount from the payments that shall be payable to you as full and final settlement of your dues. The date of your release, in such event, shall be decided by your designated manager / head of department / business head, as the case may be.
The Company will not be liable for any additional severance obligations under any of the above scenarios

9. Your release from the Company's services shall be subject to satisfactory transition of your duties and responsibilities. You shall also be required to return all Company property in your possession to the person designated by the Company in this regard. Company property shall include all documents and any copies thereof in whatever form those copies may be made, whether on paper, tape, computer disc, cloud storage-based facilities or any other digital medium or otherwise. If you hold any information on any equipment which you own, you shall forthwith copy that information onto an appropriate medium, supply that copy and any other copies in your possession to the Company and then delete such information from all equipment in your possession. Subsequent to the completion of the formalities as mentioned herein, you will be notified of the date of your release. Such release date shall be at the sole discretion of Company notwithstanding your willingness to pay for the unserved notice period for an early release.

10. Statement of Facts: 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 minimum standards set by the company, the company shall have the right to terminate your services at its own discretion.

11. Group Insurances

- From the month following your joining, Company will provide you coverage under the Group Mediclaim Policy and Group Accident Insurance Policy, at no cost to you.
- It is mandatory to declare dependent (Dependent Spouse, Dependent Children) information to include them in the company Mediclaim Insurance policy.



12. Confidentiality
You agree at all times during the term of your employment and thereafter (without limit of time):

- Hold Confidential Information in strictest confidence, and not to use or attempt to use the same, except for the benefit of the Company, and
- Not to disclose or divulge Confidential Information to any person or entity without written authorization of the Company
- You agree to return to Zensar all proprietary information, including copies of paper, hard drive, disk, tape and other media, upon completion or termination of any project or upon cessation of your employment.
- For the purposes of Clause, "Confidential Information" means any Company proprietary or confidential information, technical data, trade secrets or know-how, whether oral or written or in electronic format and whether marked confidential or not, including but not limited to; research, business plans, products, product improvements, processes and process documents, services, projects, proposals, all work produced by you whether during normal working hours or not, computer program, documentation, customer lists and customers (including, but not limited to, customers of the Company with whom you become acquainted), markets, software, developments, inventions processes, formulas, technology, designs, drawings, engineering, marketing, distribution and sales methods, sales and profit figures, finances, techniques, strategies, discoveries, the title and description of any patents or patent applications filed by the Company in any country or jurisdiction

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Department of Electrical Engineering
AISSMS College of Engineering, Pune

(until the same is generally available to the public), and any other business information of the Company including its business plans, practice methodologies and technologies (including computer software), training materials, personnel information, client lists and information regarding the business needs, strategies and technologies of present and prospective clients and internal Company publications, whether directly or indirectly, or by drawings or inspection of documents or other tangible property and all information that comes to your knowledge which would but for this employment would not have been accessed by you, whether such information is in tangible form or not, written or otherwise and formal or not. Confidential Information however shall not include knowledge, skills, or information which is common to the business of the Company, or which is generally known outside the Company.



- You understand that retaining the confidential nature of Confidential Information is of utmost importance to the business of the Company and in addition to the terms stipulated in this agreement herein you agree to execute a Non-Disclosure Agreement with the company.
- While performing your duties, you shall not copy / use /infringe a third-party intellectual property or confidential information.
- Any breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated without notice.

13. Non Solicitation of Associates and Clients

- You agree that during the period of your employment with the Company, and for one year after the date of termination of such employment (regardless of whether this cessation of employment is voluntary or involuntary, or caused by the breach of this Agreement by either party), other than on behalf of the Company, you will not, either directly or indirectly:
- Solicit, divert, take away, hire, or recruit, entice or attempt to solicit any associate of the Company or the business of any client, customer, potential client, potential customer, person, or entity with whom Associate had dealings for any purpose related in any manner to the business of the Company.
- Approach or seek employment with the Company's client(s) where you are/were deployed by the Company
- You agree the foregoing restrictions are reasonable both as to time and extent given the nature and scope of the Company's present business and the duties of your employment.
- This clause shall be binding on you even after your separation from the company.



14. Intellectual Property

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Department of Electrical Engineering
AISSMS [illegible] Engineering, Pune

- All intellectual property rights, including but not limited to, patents, copyright and design rights as a result of the development of and/or the application of all work produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including but not limited to any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this employment with the Company shall be the exclusive property of the Company and you agree to assign all such Intellectual Property created during your employment to the company.

- You agree, at the Company's expense, to provide, during and after this employment, all such assistance as the Company reasonably considers necessary, to secure the vesting of such rights in the Company or Terms of Employment.

- You shall indemnify and keep the Company indemnified and harmless against all claims by any third party for loss, damage, expenses suffered, arising out of infringement of any patent, trademark, label, design or application, including software programs and applications by reason of your acts, actions, activities not authorized by the Company or acts, actions, activities undertaken by you against Company's policies, guidelines instructions.

Retirement:

- You will retire/ superannuate from the company on reaching the age of 58 years.

- Notwithstanding the clause on retirement from the company's service, your employment with the Company is subject to termination on three month's prior notice by either side. The Company however, reserves the right to, at its sole discretion, substitute the notice period by paying you basic salary in lieu of the notice period.
- For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the required notice period as stated in our Company's HR manual.



- Notwithstanding anything else stated above, the Company shall also have the right to terminate your employment immediately without notice or payment in lieu of notice if:
    - You neglect, refuse, fail or for any reason become unable to perform any of your duties under this agreement or comply with the Company policies and code of conduct; or
    - You are guilty of any misconduct whether or not in the performance of your duties (including but not limited to being an undischarged insolvent, being convicted by any criminal court, being involved in fraudulent acts, etc) or commit any act which in the opinion of the Company is likely to bring the Company any disrepute whether or not such act is directly related to the affairs of the Company; or o You commit any breach of any of your duties or obligations under this agreement or the policies of the Company.
    - There is a discrepancy in the documents/certificates given by you as a proof in support of the information provided by you at the time of interview and in the candidate data sheet.

Jurisdiction
Even though the company may depute you overseas for on-site work to any other location, any issues arising out of your contract of employment, shall be governed by the laws of India and the courts of Pune shall have the exclusively jurisdiction

15. Indemnification

- You agree to indemnify the Company for all loss, damage, liabilities and costs and expenses, including reasonable attorney fees, suffered or incurred by the Company or caused by or related to your breach of any of the provisions contained in this Terms of Employment.

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16. Other Terms and conditions

- You agree not to undertake employment, whether full-time or part-time of any other organization / entity engaged in any forms of business activity without the consent of Zensar. The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at any time at the discretion of the company.
- 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 Zensar to verify your educational, previous employment, 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 objection. 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 terminate the employment at any time during your service You agree to abide by all the policies of the Company in force from time to time.

17. SMS Notification

- You agree that the Company can contact you via SMS notifications or any other telephonic mode, before , during and after Zensar's joining process, in order to, inter-alia, keep you updated and well informed on joining and/or subsequent processes and developments.

18. Disciplinary Action:

- If at any point of time, Company has reasonable prima facie justification to believe that you may have indulged in act(s) that may have violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, and the Company decides to carry out further investigation into such acts, Company reserves the right to suspend you from its services pending investigation.

An RPG Company

CIN: L72200PN1963PLC012621 www.zensar.com Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune 411014
Tel: +(20) 6607 4000, 2700 4000
+(20) 6605 7888



- During the period of suspension, Company may ask you not to report to work (physically or remotely) and may suspend the use of your company email. Further Company reserves the right to pay you only 50% (fifty percent) of applicable salary (excluding retirement benefits or performance bonus) for the period of suspension.
- Upon completion of investigation, if the company concludes that you have not committed any such misconduct or breach of your obligations, the salary retained as above during suspension will be paid to you in the next immediate payroll cycle.
- If upon completion of investigation, company concludes that you have committed any misconduct or violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, Company may impose such punishment as it deems fit,

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

including suspension or fine or stoppage of annual increment or reduction in rank or termination of your service for cause as provided hereunder. In such event, the salary retained as above during suspension will not be paid to you and the Company reserves the right to adjust the same against any damages or fine recoverable from you in connection with the acts committed by you.

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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:

Name in Full:

Signature:

Address:

Phone:

E-mail ID:

Date:

Place:

Note: This document gives indicative details of all plans. Their implementation is governed by policies of Zensar and applicable legal agencies and may change from time to time without prior notice. Latest Details and specifics of each plan are available with the Human Resources Function.

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

CIN: L72200PN1963PLC012621
Tel: +(20) 6607 4000, 2700 4000
+(20) 6605 7888
www.zensar.com
Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune 411014

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Annexure – C

At the time of joining, you are requested to bring the following documents in Original, along with a copy of each

1. Proof of Age either copy of passport or school leaving certificate
2. Last Qualification Certificate
3. Mark sheet of last qualification
4. Last salary slip
5. Two passport size color photographs
6. Copy of Pan Card
7. Copy of Passport (if available)
8. Bank Account Number and details

You must 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

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 terminate the employment at any time during your service

Please submit all the certificates supporting your educational qualifications along with mark sheets in original for verification only.

Private & Confidential

An RPG Company

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Zensar Technologies Limited Zensar Knowledge Park, Plot No. 4, MIDC Kharadi, Off Nagar Road, Pune 411014

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

[21-22] Cognizant

24-Apr-2022

Dear Kaustubh Vasantrao Patil,
B.E., Electrical Engineering
AISSMS Group of Institutes

Candidate ID – 19801691

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

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 only **15 days** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

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

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

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship (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

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:

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Cognizant

Compensation and Benefits

Name: Kaustubh Vasantrao Patil **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

Note: The Insurance amount may vary subject to market conditions from time to time.

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

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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.

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Capgemini

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

Superset ID: 1338607

Letter of Intent ("LOI")

Dear Shraddha Patil,

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

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

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

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

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

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

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

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Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1338607**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1338607**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1338607**

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need its signature

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AISSMS College of Engineering, Pune

ANNEXURE 1

Shraddha Patil
Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only).** On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only).** Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

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APPOINTMENT LETTER

January 28, 2022

Dear Onkar Patole,

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

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

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relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

   i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
   ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
   iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

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6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of 'tmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment om the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.

ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.

iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.

iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation

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and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be* liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**

Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

Head
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DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

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

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the employee will not be borne by the Company and the employee individually is responsible.

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

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Onkar Patole, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Onkar Patole

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

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

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Total Cost to Company per annum	3,50,004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

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

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

   a. you being "active" in the services of the company through to retention date as applicable

   b. your employment has not been terminated for poor performance or for cause prior to retention date

   c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

Head
Department of Electrical Engineering
AISSMS College of Engineering Pune

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

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

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

   New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax

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exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

   You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

   i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

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c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

   Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

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

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

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

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1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature** Onkar Patole 28/1/2022 3:33 PM

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

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com

Head
Department of Electrical Engineering
AISSMS College of Engineering Pune

India C :L32102KA1945PLC020800

23162625

cognizant

Continuous Skill Development Contract

Dear **Patole Onkar Rajendra,**

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Candidate ID – 19938839

We are excited to have you part of our active pipeline of fresh hires from 2022 campus.

Further to our communication with respect to the completion of the **learning path successfully** towards eligibility for your onboarding as Full Time Employee (FTE) into Cognizant, we are required to provide you access into the Cognizant system as a **Pre-Hire to enable your learning path.**

Agreeing to the following terms and conditions would be mandatory.

1. It is hereby clarified that participation in this Continuous Skill Development Training Program ("CSD") shall not constitute you to be an employee of Cognizant nor obligates Cognizant for any purpose whatsoever. The scope of this CSD program does not include any supervisory responsibilities and that there is no agency, fiduciary or employer -employee relationship intended or created by reason of this document. There would be zero tolerance to plagiarisms and misconduct during the Training period. Any such incident reported will lead to immediate cancellation of FTE offer without any notice.
2. You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
3. You will be given a login id with which you can gain access to Cognizant's Network. The access can be utilized only for the purpose of enablement.
4. Cognizant holds all rights to downgrade or withhold or cancel this letter due to non-conformance of performance benchmark or moral code of conduct or for any reason upon providing written communication of the same to you. Upon such cancelation of this letter, your access and participation in the CSD shall stand terminated.
5. You will continue to go through learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during this enablement phase would be monitored through formal evaluations.
6. Prior to joining as a Full time employee (on the rolls) of Cognizant, you must have successfully completed the prescribed learning program. In the event of unsatisfactory performance, Cognizant reserves rights at its sole discretion to revoke its employment offer.
7. The timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant or as per any shift allocated per day or week-off.
8. You may be required to report to a Cognizant location as per requirement or as identified by Cognizant.
9. You are covered under Cognizant's calendar holidays of the respective location of training, and you would need to adhere with minimum attendance requirements. Prior approvals are a must towards any unavoidable absence during the program.
10. Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the Training period and may modify or amend the Cognizant GenC program terms and conditions from time to time.
11. There will be no stipend, or any monetary compensation paid in any form during the training period. However, upon successful completion of the Training program, you will be onboarded as an FTE and will be eligible for one time skilling bonus of **INR 25,000** (provided not already included in the full time offer received). For the avoidance of doubt, the candidates who have not successfully completed the Training

12. Cognizant will not encourage any claim with regard to compensation or other statutory payments under this document and it is hereby clarified that participation in this CSD program shall not entitle you for any benefits paid or made available to that of Cognizant employees.
13. This letter from Cognizant is valid for **1 week – 7calendar days**, from the date of the Letter. Hence, you are requested to accept or decline the Letter within 1 week from the date of the Letter. In case we do not receive any response from your end within the aforementioned time period, this Letter shall stand withdrawn, and will be considered as void.
14. Failing to accept the above terms will indicate that you are not interested in the offer extended by Cognizant and will stay void.
15. During the course of your Training program and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your training, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.
16. Code of Conduct. You shall comply with Cognizant's Core Values and Standards of Business Conduct, located at https://www.cognizant.com/us/en/documents/code-of-ethics.pdf and incorporated herein by reference.
17. You hereby consent for Cognizant to collect, process the data submitted by you for background verification.

You will also be required to submit the following documents at the time of reporting/onboarding.

- Pan Card
- Letter of Authorization

Yours sincerely,

For **Cognizant Technology Solutions India Pvt. Ltd.,**

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the Training program as mentioned above.

Signature:

Date:

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Fwd: [External]Details of Students' of AISSMS COE, Pune for Campus Recruitment 2021

1 message

Prashant Warke <pmwarke@aissmscoe.com> Fri, Dec 17, 2021 at 12:21 PM
To: siddhi2430@gmail.com, virajg279@gmail.com, dhananjay045914@gmail.com, shubhamkothawade2019@gmail.com, sudipdongre07@gmail.com, gauravkad13@gmail.com, geeteshtiwarekar212@gmail.com, adityab1606@gmail.com, sayalipawar1973@gmail.com
Cc: Chemical Head <chem.hod@aissmscoe.com>, Avinash Waghmare <avwaghmare@aissmscoe.com>, principal <principal@aissmscoe.com>, mech.hod@aissmscoe.com, electrical.hod@aissmscoe.com

Dear selected Students,

Heartiest Congratulations on behalf of Reliance Industries Limited and AISSMS COE, Pune-411001.

Please, inform your acceptance immediately within 30 minutes to me just in one sentence for the same job profile to do the further procedure.

--------- Forwarded message ---------
From:
Date: Thu, Dec 16, 2021 at 8:44 PM
Subject: RE: [External]Details of Students' of AISSMS COE, Pune for Campus Recruitment 2021
To: Prashant Warke <pmwarke@aissmscoe.com>
Cc:

Dear Team,

With reference to applications received from your institute and the subsequent written test & interviews conducted, we are pleased to offer the following students the position of "POLYESTER GRADUATE ENGINEERING TRAINEE" with Reliance Industries Limited:

Sr. No.	Student Name	Selection Status	Discipline	Business
1	Siddhi Vikas Pedamkar	Selected	Chemical	Polyester
2	Viraj Rajendra Gandhi	Selected	Chemical	Polyester
3	Sudip Dhananjay Dongre	Selected	Mechanical	Polyester
4	Geetesh Santosh Tiwarekar	Selected	Mechanical	Polyester
5	Aditya Bhople	Selected	Electrical	Polyester
6	Sayali Dhanaji Pawar	Selected	Electrical	Polyester
7	Dhananjay Kumar Singh	Waitlisted	Chemical	Polyester

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

8	Shubham Manohar Kothawade	Waitlisted	Mechanical	Polyester
9	Gaurav Pruthviraj Kad	Waitlisted	Mechanical	Polyester

Request your help to please congratulate the selected students on our behalf and please communicate the following to them on priority (preferably today itself):

- We have designed a very exciting career path for them at Reliance. They will be required to undergo a training program for **One Year** from the date of joining and upon successful completion of the training period they will be confirmed at **'Grade J'**.
- They will be entitled to **receive compensation & benefits as per the enclosed Annexure**
- **Kindly note that their appointment is subject to following conditions:**
  - Pre-Employment Medical examination clearance from RIL
  - Successful completion of degree examination with a minimum aggregate score of 6.0 CGPA or 60% with no active backlog.
- As next steps, close to the date of joining the students will receive a system generated link which they will need to use in order to create an online RIL application and accept the offer electronically to initiate their pre-joining formalities.

Once you have communicated the above to the students, request you to please send us a line in response to this email confirming their acceptance of the same.
Please send this to us latest by 1pm, 17.12.2021 post which this email will be treated as null and void if no response received.

We look forward to your response on behalf of the selected students! Thank you once again for your support towards a smooth hiring process.

Regards,

Siddharth Bhardwaj

From: Prashant Warke <pmwarke@aissmscoe.com>
Sent: 11 December 2021 01:02
To:
Subject: Re: [External]Details of Students' of AISSMS COE, Pune for Campus Recruitment 2021

The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin.

Dear Sir and Team Members,

Reliance Industries Limited

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

nk you very much!

I have informed regarding the interview with the necessary instructions to the shortlisted students and the concerned student Coordinators as mentioned in your email to do the further necessary action.

With Best Regards,

Prof. P. M. Warke,

Coordinator- Centre for Information, Training and Placement,

Industry- Institute Interaction,

Department of Chemical Engineering,

All India Shri Shivaji Memorial Society's

College of Engineering,

Pune- 411001.

Email: pmwarke@aissmscoe.com

ontact: 9823103089.

On Fri, Dec 10, 2021 at 9:06 PM Siddharth Bhardwaj wrote:

Hi Team,
PFA the Reference Sheet cum Shortlist for Interview.

As discussed, the interviews are scheduled for 14th December 2021 starting 09:00 am onwards.

We shall be hiring for the following Business & Disciplines:

Business	Chem	Mech	Elec
MFG - PY	Yes	Yes	Yes

Please send us the following on through "WETRANSFER" Website or Mobile App by 05 pm, 11th Dec 2021:

1. Please share the CVs of the students in separate discipline wise zipped folders (Label the folder as 'College Name_Discipline_CVs', label each CV as 'College Name_Student Name_Discipline')
2. Please ask students to fill the attached application form. Request them to use the 'Fill & Sign Tools' option in Adobe Reader to fill the application form and rename the same with 'College Name_Student Name_Discipline'
3. Please share the Application forms in separate discipline wise zipped folders (Label the folder as 'College Name_Discipline_Application Forms')
4. Also please let us know in case any further students from the list have been placed in other companies before the interview date.
5. Also, Mark the Placed Students in the Reference Sheet cum Interview Shortlist without deleting anything.

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

THERMAX LIMITED THERMAX HOUSE, 14 MUMBAI PUNE ROAD, WAKDEWADI, PUNE 411 003. INDIA ☐ TEL.: (020) 66051200, 25542122 ☐ FAX : (020) 25541226
Website : www.thermaxglobal.com ☐ IT PAN - AAACT 3910D
Customer Care : 18002090115 (India Toll Free)

Human Resources Division

THERMAX

Date: 08/07/2022

Hruthik Ashok Rajpure
At-Rajpuri, Tal-Mahabaleshwar,
Dist-Satara,
Panchgani, 412805
Maharashtra

Appointment as Apprenticeship Trainee

Dear Hruthik,

We are pleased to offer you apprenticeship training in the **Projects & Energy Solutions** division of **Thermax Limited**. Kindly confirm your acceptance of this letter **within 2 days** from the date of receiving this letter.

Congratulations for the same!!!

This engagement is subject to-

a. You being found medically fit by a registered medical practitioner and
b. You successfully passing your engineering course in the current academic year in the first attempt.

I, Hruthik Ashok Rajpure, state that I have understood the terms and conditions mentioned herein above and I accept the same.

Signature :

Date : 11/7/2022

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

THERMAX LIMITED THERMAX HOUSE, 14 MUMBAI PUNE ROAD, WAKDEWADI, PUNE 411 003. INDIA ☐ TEL.: (020) 66051200, 25542122 ☐ FAX : (020) 25541226
Website : www.thermaxglobal.com ☐ IT PAN - AAACT 3910D
Customer Care : 18002090115 (India Toll Free)

Human Resources Division

THERMAX

Below are the terms and condition of your appointment post joining the organization.

1. **Monthly Stipend -** During the apprenticeship training period you will be paid a stipend of Rs. 29,167/-p.m. This will exclude any tax or deduction, as applicable.

2. **Period of Apprenticeship Training -** You will be on an apprenticeship training period of 12 months from the date of joining. While you are with us, you will undertake to abide by all the rules, regulations and protocol of the company. During the apprenticeship training period, you will not seek any other employment.

3. **Working Hours:** Your training will be in normal shift timing, as decided by the company.

4. **Leave:** You will be entitled to 21 days of leave which should be availed only after approval from your supervisor.

5. **Travel:** Whenever you are required to undertake any travel on Company work, you will be reimbursed travel expenses as per Company policy.

6. **Transfer** – During your apprenticeship training period you may be transferred to any of our department, establishment, branch or subsidiary of the company in India.

7. **Separation** – In the event of your separation, you need to inform in writing to your Human Resource Business Partner 30 days in advance.

8. **Confidentiality -** You will not disclose, divulge and share any information related to Company's product, customers, drawings and any such confidential information during the course of your apprenticeship training period without prior approval from your supervisor.

9. **On separation/completion of apprenticeship period** – On separation or completion of your apprenticeship training period, you will hand over all the IT related assets, documents, drawings etc., given to you by the company during your training period. Further you shall not make, retain or share any copies of these items and share thereof.

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Ref PARI/Offer/2022-23/040
Date Wednesday , June 22 ,2022

To,
Mr. Sanket Rathod,
Muktai Park, Dhayarigaon,
Bankar Wasti, Narhe,
Pune, Maharashtra
Pin Code: 411041.

Subject: OFFER FOR EMPLOYMENT

Dear Sanket,

With reference to your application dated " **Monday, May 9 ,2022**", and subsequent interview/ discussions that you have had with us, we are pleased to offer you full time employment in our Company as **"Graduate Trainee- Training and Development"** in Resource Group **"Training and Knowledge Management"**, on the following terms and conditions. You will be functionally & administratively reporting to **Lead Member** or such other persons as shall be directed by the Company.

1. This offer letter is valid for one week from the date of offer. Unless informed to you in writing by the Company, the offer would be invalid after a week's time.
2. You shall join the Company as a full time employee on or before **"Wednesday, July 20, 2022"**.
3. Your Gross salary per annum (as per the provisions of law including its applicability) at the time of joining will be **₹ 2,90,000/- (Rupees Two Lakh Ninty Thousand Only) per annum as per details mentioned in ANNEXURE - I.**
4. You are required to sign Two Years undertaking (Service Bond) at the time of joining.
5. You will be under Training for first Twelve months from the date of your joining.
6. You shall be on probation for a period of Six months after completion of your training period.
7. Upon completion of probation period, subject to your satisfactory performance, you shall be made a permanent employee of the Company. The Company reserves the right to extend your probation period at its sole discretion.
8. During training and probation period, either party shall have the right to terminate employment, subject to one month's notice in writing to the other party, or payment of amount equivalent to one month's salary in lieu thereof.
9. During training and probation period, if your work or conduct is not found suitable and satisfactory, the Company shall have the right to terminate your employment without giving any notice or pay in lieu thereof at its sole discretion.
10. Please note that the above offer of employment is subject to your getting declared medically fit by the registered medical practitioner. You are requested to get yourself medically examined by a Registered Medical Practitioner.
11. You shall abide by all the rules, regulations, policies and the Code of Conduct of the Company.

Sanket Rathod

Business Unit
Wipro PARI Pune
Gat No 463/A/2/8 - 11, 15, 16
Village Dhangarwadi
Tal. Khandala
Dist. Satara - 412 801
Maharashtra, India
T : +91 (02169) 246 300/700
E : sales@parirobotics.com
W : parirobotics.com

Registered Office
Precision Automation & Robotics India Limited
Gat No 463/A/2/8 - 11, 15, 16
Village Dhangarwadi
Tal. Khandala
Dist. Satara - 412 801
Maharashtra, India
T : +91 (02169) 246 300 /700
E : sales@parirobotics.com
W : parirobotics.com
C : U72200PN1990PLC057687

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Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

12. Any Expenses incurred by the Company for your hiring such as reimbursement of shortfall of notice period etc. would be recovered from you if you voluntarily resign the services of the Company within one year from the date of appointment.

13. Your principle place of work shall be at **Dhangarwadi, Dist.: - Satara**. However, your services shall be transferable to anywhere, in India or abroad, depending upon needs of the Company

14. This offer is made on the basis of information, testimonials and documents that you have submitted and other information that you have communicated verbally. At the time of joining, you shall be required to submit such testimonials and documents as may be required by the Company. The Company shall, within its right, verify the correctness of such testimonials, documents and information at any time in future. If it is found, at any time, that the information provided by you is incorrect, or that some information is suppressed, the Company shall have the right to terminate your employment without any notice and compensation thereof. Further, you have represented and assured that your appointment and employment with the Company does not contradict your obligations and responsibilities, including but not limited to, non-compete, non-disclosure and non-solicitation covenants accepted by you before joining the Company.

15. It will be your duty to obtain a valid passport within 4 months. In case if you are unable to obtain passport within 4 months of joining, Company will initiate its own process for obtaining the passport. You are expected to solicit full cooperation for this process in terms of submitting documents, presenting at the passport office when called for, etc. The expenses for obtaining the passport will be recovered from your salary in such a case. You are also advised to take corrective steps for getting passport extended in case it is nearing the expiry date.

Your detailed appointment letter incorporating the other terms and conditions of service shall be issued to you at the time of your joining the Company

Note: On the day of joining, please report to HR Department at 9:00 am and you need to produce the Originals and handover photocopies **(all mandatory)** of the following documents –

All Certificates Relating To Your Academic Qualifications	6 Passport Size Photographs
School Leaving Certificate Or Transfer Certificate	PAN Card - 2 Copies
Birth Certificate	Aadhar Card - 2 Copies
Address Proof – (Present)	Passport

This letter is issued in duplicate. Please sign and return one copy of the same as token of your acceptance of this offer.

We look forward to you joining the Company.

Sincerely,
For Wipro PARI Pvt. Ltd.

Amit Choudhary
Corporate Head – Human Resources

Received & Accepted
Sanket Rathod

Business Unit

Wipro PARI Pune
Gat No. 463/A/2/8 -11, 15, 16
Village Dhangarwadi
Tal. Khandala
Dist. Satara – 412 801
Maharashtra, India

T : +91 (02169) 246 300/700
E : sales@parirobotics.com
W : parirobotics.com

Registered Office

Precision Automation & Robotics India Limited
Gat No. 463/A/2/8 - 11, 15, 16
Village Dhangarwadi
Tal. Khandala
Dist. Satara – 412 801
Maharashtra, India

T +91 (02169) 246 300/700
E sales@parirobotics.com
W parirobotics.com
C U72200PN1990PLC057687

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Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

52 29

HEXAWARE

Letter of Intent

June 20, 2022
Rituja Patil
AISSMS College of Engineering, Pune

Dear Rituja Patil,

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

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

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

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

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

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

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur

Monica Mathur
Vice President, Recruitment-India & APAC

RITUJA PADMAKAR PATIL

Rituja

HEXAWARE TECHNOLOGIES LTD.
Regd. Office: Bldg No. 152, Millennium Business Park, Sector - III, A Block, TTC Industrial Area, Mahape, Navi Mumbai - 400 710. Tel: +91 22 6791 9595, Fax: +91 22 6791 [illegible]
CIN: L72900MH1992PLC066662 URL: www.hexaware.com

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

zensar

Ref: 0081559_3/1639348

Dated: January 8, 2022

To
Nikhil Shinde

Sub: Offer of Employment

Dear Mr. Nikhil Shinde,

Thank you for the keen interest you have shown in joining our organization. With reference to the interview and the discussions you had with us recently, we are pleased to offer you a career at Zensar. Please accept our heartiest congratulations and warm welcome to the Zensar family.

Your date of joining will be communicated to you separately.

Your 'Annual Compensation' is attached herewith as in Annexure – A

The terms and conditions of employment are in Annexure-B

You shall be required to work from any of the Zensar office location or as may be instructed by Zensar at the time of joining.

An [illegible] Company

1/9/2022, 12:49 PM

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Department of Electrical Engineering
AISSMS College of Engineering, Pune

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Please note, this job offer will be contingent upon results of your final year examination. Zensar reserves a right to withdraw this offer in case you fail to satisfactorily perform / pass the exam. Also, the offer is conditional to verification of documents listed in Annexure C.

Please confirm your acceptance, in writing via email within 10 days after receiving this letter

Yours Sincerely,
For Zensar Technologies Limited

Sanjeeva Maithani
Vice President – Human Resources

Encl: Annexure – A (Salary Structure),
Annexure – B (Terms and Conditions of employment)
Annexure – C (Document Check List)

An RPG Company

C/N: [illegible]
Tel: +(20) 6607 4000, 2700 4000
+(20) 6608 7888

www.zensar.com

[illegible]

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Department of Electrical Engineering
AISSMS College of Engineering, Pune

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Annexure – A

Name: Nikhil Shinde
Designation: Jr. Software Engineer
Grade: G0

Component	Annual Gross (INR)	
Basic	192000	Base salary component
Customized Allowance Pool*	159725	This is used towards HRA / CLA, LTA, Medical Allowance and Children's Education. You may want to split the basket as per your tax plans
Bonus	16000	Paid out as per the Payment of Bonus Act if Basic is less than 21000
Total	367725	
Company's contribution to PF	23040	12% of Basic
Gratuity	9235	As per Gratuity Act
Gross Compensation	400000	
Group Personal accident Insurance	6864	Sum Insured is Rs. 11,50,000/- Please refer to policy
Group Health Insurance Scheme		Up to four family members (in order of Associate, Spouse, 2 Dependent Children below age 25) are covered up to a limit of Rs 2,00,000/- P.A.
Term Life Insurance		Sum Insured is Rs. 5,00,000/. Please refer to policy
Total Cost to Company	406864	

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Annexure – B

1. GRATUITY:

For every associate, the organization contributes 4.81% of the Basic salary towards the Gratuity fund.
All associates who have completed minimum 5 years of continuous service with the organization are entitled for Gratuity.

The entitlements are as per the following slabs.

- 5 years or more, and less than 10 years of service, Gratuity will be calculated @ 15 days basic salary for the number of years completed.
- More than 10 years and less than 15 years of service, Gratuity will be calculated @ one month basic salary for the number of years completed.
- More than 15 years of service, Gratuity will be calculated @ 1¼ month's basic salary for the number of years completed, subject to maximum of 26 months' salary.

The gratuity amount is payable on resignation/retirement subject to above conditions.

In case of death of the associate during the service, the associate's nominee is entitled for the Gratuity benefit calculated on the basis of anticipated service subject to the conditions under the scheme entered with LIC.

2. PROVIDENT FUND:

The associate becomes a member of the provident Fund Trust administered by the company from the date of the joining.

- The company deducts 12% of the basic every month through payroll as the associate's contribution to PF. Additionally, the company contributes 12 % of the associate's basic salary and the same is deposited with the Provident Fund Trust.
- Out the associate's contribution, 8.33% (subject to maximum of Rs. 541 p.m.) is remitted to The Regional Provident Fund Commissioner (RPFC), Pune towards the contribution for pension administered by RPFC.

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- The associate on resignation or retirement can apply to Trust for transfer or withdrawal of Provident Fund accumulation as per the Provident Fund rules.
- The associate is also entitled for Pension from RPFC on resignation or retirement as per the pension rules of RPFC.
- Voluntary Provident Fund: The associate, if wishes, may request for additional PF contribution minimum of 12% & maximum of 20% of Basic salary by way of deduction through payroll

3. Other Benefits

- Hospitalization
  You and your spouse will be eligible to avail of the medical insurance cover
- Leave
  You will be eligible to 30 days of total leave during a year. This will include 18 days of privilege leaves and 12 days of flexi leaves. Flexi leave can be availed as casual leave, sick leave and paternity leave reasons. The details of the policy would be available to you when you join.

4. Probationary Period

- You will be on probation for a period of 12 months from the date of joining and may be confirmed as a permanent associate upon successful completion of your probation. The period of probation can be extended at the discretion of the Company.
- During the probation period, the Company has the right to terminate your services at any time upon serving one day's notice to you.

5. Notice Period

- You will be required to give three months' notice in case you decide to leave our services and the same is subject to the company's discretion. The company reserves the right at its sole discretion, to substitute the notice period by paying whole or part of your base salary in lieu of the notice period.

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- In case you leave the services of Zensar within 1 year of your joining the Organization, due to any reason, you will be required to repay the total expenses incurred by the company towards reimbursement to you on account of your relocation, notice pay buyout and joining bonus, if any

6. Garden Leave : In a situation wherein continuation of your services for the specified notice period (whether in part or in full) are not considered detrimental to the interest of the Company, the Company may allow you to serve the notice period or require you to proceed on Garden Leave during the notice period which you would have otherwise served. However, if the Company receives your request to be relieved from your duties before the completion of the notice period or during Garden Leave, then the Company at its own prerogative may relieve you from your duties on or before the completion of notice period or Garden Leave subject to clauses 8 & 9 herein

Garden Leave shall mean "an arrangement where an employee is not required to attend his duties and responsibilities at the workplace. However, for all purposes he shall continue to be considered as an employee of the Company and make himself available, as and when required by the Company for any work pertaining to his work responsibilities including transition of responsibilities "

7. Employee request for immediate release: In a situation wherein the Company receives your request to be relieved from your duties without serving the notice period, the Company may at its own discretion relieve you with immediate effect

8. Notice Pay: (a) Notwithstanding the nature of termination of your employment under any of the scenarios as set out, the Company may at its discretion

- allow you to serve the notice period or
- require you to proceed on Garden Leave during the notice period which you would have otherwise served or
- relieve you immediately or at any time while you are serving your notice period in which event you shall be entitled to receive salary for the unserved notice period

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(b) In the event, you request the Company for an early release at any time during the notice period being served, you shall be liable to pay the Company, in line with the Company policy on notice pay, for the unserved notice period. Subject to applicable laws and Company's discretion in this regard, the Company may deduct such amount from the payments that shall be payable to you as full and final settlement of your dues. The date of your release, in such event shall be decided by your designated manager / head of department / business head, as the case may be.
The Company will not be liable for any additional severance obligations under any of the above scenarios.

9. Your release from the Company's services shall be subject to satisfactory transition of your duties and responsibilities. You shall also be required to return all Company property in your possession to the person designated by the Company in this regard. Company property shall include all documents and any copies thereof in whatever form those copies may be made, whether on paper, tape, computer disc, cloud storage-based facilities or any other digital medium or otherwise. If you hold any information on any equipment which you own, you shall forthwith copy that information onto an appropriate medium, supply that copy and any other copies in your possession to the Company and then delete such information from all equipment in your possession. Subsequent to the completion of the formalities as mentioned herein, you will be notified of the date of your release. Such release date shall be at the sole discretion of Company notwithstanding your willingness to pay for the unserved notice period for an early release.

10. Statement of Facts: 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 minimum standards set by the company, the company shall have the right to terminate your services at its own discretion.

11. Group Insurances

- From the month following your joining, Company will provide you coverage under the Group Mediclaim Policy and Group Accident Insurance Policy, at no cost to you.
- It is mandatory to declare dependent (Dependent Spouse, Dependent Children) information to include them in the company Mediclaim Insurance policy.

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12. Confidentiality

You agree at all times during the term of your employment and thereafter (without limit of time)

- Hold Confidential Information in strictest confidence, and not to use or attempt to use the same, except for the benefit of the Company, and
- Not to disclose or divulge Confidential Information to any person or entity without written authorization of the Company
- You agree to return to Zensar all proprietary information, including copies of paper, hard drive, disk, tape and other media, upon completion or termination of any project or upon cessation of your employment
- For the purposes of Clause, "Confidential Information" means any Company proprietary or confidential information, technical data, trade secrets or know-how, whether oral or written or in electronic format and whether marked confidential or not, including but not limited to, research, business plans, products, product improvements, processes and process documents, services, projects, proposals, all work produced by you whether during normal working hours or not, computer program, documentation, customer lists and customers (including, but not limited to, customers of the Company with whom you become acquainted), markets, software developments, inventions processes, formulas, technology, designs, drawings, engineering, marketing distribution and sales methods, sales and profit figures, finances, techniques, strategies, discoveries, the title and description of any patents or patent applications filed by the Company in any country or jurisdiction (until the same is generally available to the public), and any other business information of the Company including its business plans, practice methodologies and technologies (including computer software), training materials, personnel information, client lists and information regarding the business needs, strategies and technologies of present and prospective clients and internal Company publications, whether directly or indirectly, or by drawings or inspection of documents or other tangible property and all information that comes to your knowledge which would but for this employment would not have been accessed by you, whether such information is in tangible form or not, written or otherwise and formal or not. Confidential Information however shall not include knowledge, skills, or information which is common to the business of the Company or which is generally known outside the Company.

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- You understand that retaining the confidential nature of Confidential Information is of utmost importance to the business of the Company and in addition to the terms stipulated in this agreement herein you agree to execute a Non-Disclosure Agreement with the company.

- While performing your duties, you shall not copy / use /infringe a third-party intellectual property or confidential information

- Any breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated without notice

13. Non Solicitation of Associates and Clients

- You agree that during the period of your employment with the Company, and for one year after the date of termination of such employment (regardless of whether this cessation of employment is voluntary or involuntary or caused by the breach of this Agreement by either party), other than on behalf of the Company, you will not, either directly or indirectly
-
- Solicit, divert, take away, hire, or recruit, entice or attempt to solicit any associate of the Company or the business of any client, customer, potential client, potential customer, person, or entity with whom Associate had dealings for any purpose related in any manner to the business of the Company

- Approach or seek employment with the Company's client(s) where you are/were deployed by the Company

- You agree the foregoing restrictions are reasonable both as to time and extent given the nature and scope of the Company's present business and the duties of your employment

- This clause shall be binding on you even after your separation from the company

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14. Intellectual Property

- All intellectual property rights, including but not limited to, patents, copyright and design rights as a result of the development of and/or the application of all work produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including but not limited to any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this employment with the Company shall be the exclusive property of the Company and you agree to assign all such Intellectual Property created during your employment to the company.

- You agree, at the Company's expense, to provide, during and after this employment, all such assistance as the Company reasonably considers necessary, to secure the vesting of such rights in the Company or Terms of Employment.

- You shall indemnify and keep the Company indemnified and harmless against all claims by any third party for loss, damage, expenses suffered, arising out of infringement of any patent, trademark, label, design or application, including software programs and applications by reason of your acts, actions, activities not authorized by the Company or acts, actions, activities undertaken by you against Company's policies, guidelines instructions.

Retirement:

- You will retire/ superannuate from the company on reaching the age of 58 years.

- Notwithstanding the clause on retirement from the company's service, your employment with the Company is subject to termination on three month's prior notice by either side. The Company however, reserves the right to, at its sole discretion, substitute the notice period by paying you basic salary in lieu of the notice period.
- For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with the Company, and that your termination/resignation letter (by whatever name it is called) will be accepted by the Company only on your satisfying the required notice period as stated in our Company's HR manual.

An RPG Company

C.N. [illegible]
Tel. [illegible]
[illegible]
www.zensar.com
[illegible]

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AISSMS College of Engineering, Pune

- Notwithstanding anything else stated above, the Company shall also have the right to terminate your employment immediately without notice or payment in lieu of notice if

  - You neglect, refuse, fail or for any reason become unable to perform any of your duties under this agreement or comply with the Company policies and code of conduct or

  - You are guilty of any misconduct whether or not in the performance of your duties (including but not limited to being an undischarged insolvent, being convicted by any criminal court being involved in fraudulent acts, etc) or commit any act which in the opinion of the Company is likely to bring the Company any disrepute whether or not such act is directly related to the affairs of the Company or o You commit any breach of any of your duties or obligations under this agreement or the policies of the Company

  - There is a discrepancy in the documents/certificates given by you as a proof in support of the information provided by you at the time of interview and in the candidate data sheet

Jurisdiction

Even though the company may depute you overseas for on-site work to any other location, any issues arising out of your contract of employment, shall be governed by the laws of India and the courts of Pune shall have the exclusively jurisdiction

15. Indemnification

- You agree to indemnify the Company for all loss, damage, liabilities and costs and expenses, including reasonable attorney fees, suffered or incurred by the Company or caused by or related to your breach of any of the provisions contained in this Terms of Employment

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16. Other Terms and conditions

- You agree not to undertake employment, whether full-time or part-time of any other organization / entity engaged in any forms of business activity without the consent of Zensar. The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at any time at the discretion of the company.

- 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 Zensar to verify your educational, previous employment, 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 objection. 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 terminate the employment at any time during your service. You agree to abide by all the policies of the Company in force from time to time.

17. SMS Notification

- You agree that the Company can contact you via SMS notifications or any other telephonic mode, before , during and after Zensar's joining process, in order to, inter-alia, keep you updated and well informed on joining and/or subsequent processes and developments.

18. Disciplinary Action:

- If at any point of time, Company has reasonable prima facie justification to believe that you may have indulged in act(s) that may have violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, and the Company decides to carry out further investigation into such acts, Company reserves the right to suspend you from its services pending investigation.

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- During the period of suspension, Company may ask you not to report to work (physically or remotely) and may suspend the use of your company email. Further Company reserves the right to pay you only 50% (fifty percent) of applicable salary (excluding retirement benefits or performance bonus) for the period of suspension.
- Upon completion of investigation, if the company concludes that you have not committed any such misconduct or breach of your obligations, the salary retained as above during suspension will be paid to you in the next immediate payroll cycle.
- If upon completion of investigation, company concludes that you have committed any misconduct or violated any of the conditions mentioned herein, Company's policies, processes, RPG Code of Corporate Governance & Ethics, any applicable law or regulatory provisions, Company may impose such punishment as it deems fit, including suspension or fine or stoppage of annual increment or reduction in rank or termination of your service for cause as provided hereunder. In such event, the salary retained as above during suspension will not be paid to you and the Company reserves the right to adjust the same against any damages or fine recoverable from you in connection with the acts committed by you.

Head
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AISSMS College of Engineering, Pune

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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:

Name in Full Nikhil Subhash shinde

Signature Shinde

Address: 19A, Adarsh Nagar Pimple Road, Amalner - 425401

Phone: 8605306099

E-mail ID. nikhilshinde0031@gmail.com.

Date: 14-01-2022

Place: Amalner

Note: This document gives indicative details of all plans. Their implementation is governed by policies of Zensar and applicable legal agencies and may change from time to time without prior notice. Latest Details and specifics of each plan are available with the Human Resources Function.

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Annexure – C

At the time of joining, you are requested to bring the following documents in Original, along with a copy of each

1. Proof of Age either copy of passport or school leaving certificate
2. Last Qualification Certificate
3. Mark sheet of last qualification
4. Last salary slip
5. Two passport size color photographs
6. Copy of Pan Card
7. Copy of Passport (if available)
8. Bank Account Number and details

You must 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

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 terminate the employment at any time during your service

Please submit all the certificates supporting your educational qualifications along with mark sheets in original for verification only

Private & Confidential

An RPG Company

19/2022, 12:49 PM

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

[21-22]

Atos

Date:08/11/2022

Intent to Offer

Dear Nikhil Shinde,

Syntellect ID: ASB2220471569

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (GCM 1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with company nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%** and no standing backlogs
b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit
c) You producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,

I have read this Offer of Intent and accept the stipulated terms and conditions

Signature – Nikhil Subhash Shinde.

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

3) 2

HEXAWARE

Letter of Intent

March 17, 2022
Suraj Shendge
AISSMS College of Engineering

Dear Suraj Shendge,

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

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

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

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

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

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

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur

Monica Mathur
Vice President, Recruitment-India & APAC

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

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

CIN NO: U72200KA2007PTC044701
www.testyantra.com

24TH DECEMBER, 2021

DEAR SUNNY TAWAR,

ON BEHALF OF TEST YANTRA SOFTWARE SOLUTIONS, IT IS MY PLEASURE TO CONFIRM OUR OFFER OF APPRENTICE TRAINEE FOR 6 MONTHS AT OUR PUNE DECCAN - MAHARASHTRA. WE EXTEND THIS OFFER, AND THE OPPORTUNITY IT REPRESENTS, WITH GREAT CONFIDENCE IN YOUR ABILITIES.

THE DURATION OF APPRENTICESHIP WILL BE ONE YEAR AND DURING THIS TRAINING PROBATION PERIOD, YOU WILL BE EXPECTED TO FULFILL ALL THE DUTIES AND RESPONSIBILITIES ASSIGNED TO YOU BY THE TEAM LEAD,MR. KEDARNATH WHO WILL ALSO BE THE PERSON WHOM YOU WILL BE REPORTING.

AS A SOFTWARE TRAINEE, YOU WILL NOT BE ENTITLED FOR ANY OTHER KIND OF MONETARY BENEFITS OTHER THAN ONE CASUAL LEAVE A MONTH DURING THE TRAINING PERIOD. IN CASE YOU PLAN TO LEAVE THE COMPANY DURING THE PERIOD OF ONE YEAR, YOU WILL BE REQUIRED TO SERVE A NOTICE PERIOD OF TWO WEEKS.

YOU WILL ABIDE BY 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 IN SERVICE WHICH SHALL BE BINDING ON YOU.

ANY ACT OF DISHONESTY, DISOBEDIENCE, INSUBORDINATION, INCIVILITY, INTEMPERANCE, IRREGULARITY IN ATTENDANCE OR OTHER MISCONDUCT OR NEGLECT OF DUTY, OR INCOMPETENCE IN THE DISCHARGE OF DUTY ON YOUR PART OR THE BREACH OF ANY OF THE TERMS, CONDITIONS AND STIPULATIONS CONTAINED HEREIN WILL RENDER YOU LIABLE TO TERMINATION OF YOUR EMPLOYMENT WITHOUT NOTICE OR COMPENSATION THEREOF.

IT IS OUR HOPE THAT YOUR ACCEPTANCE OF OUR OFFER WILL BE JUST THE BEGINNING OF A MUTUALLY BENEFICIAL RELATIONSHIP WITH OUR ORGANIZATION.

WE TAKE GREAT PLEASURE IN WELCOMING YOU TO OUR ORGANIZATION AND SINCERELY HOPE THAT YOUR PERIOD OF SERVICE WITH US WILL BE LONG, PLEASANT AND OF MUTUAL BENEFIT.

SINCERELY,

FOR

TEST YANTRA SOFTWARE SOLUTIONS (I) PVT. LTD.

EXECUTIVE HR

I AGREE TO ACCEPT THE CONDITIONAL OFFER AND EMPLOYMENT ON THE ABOVE-MENTIONED TERMS AND CONDITIONS. I'LL REPORT FOR DUTY TENTATIVELY IN MONTH ON 24TH DECEMBER, 2021.

CORPORATE OFFICE: 88, 3RD FLOOR, BRIGADE CHAMBERS, BANGALORE, BENGALURU, KARNATAKA 560004

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

[21 - 22]

cognizant 33

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Continuous Skill Development Contract

Dear Vikas Kumar,

Candidate ID – 19938358

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

We are excited to have you part of our active pipeline of fresh hires from 2022 campus.

Further to our communication with respect to the completion of the **learning path successfully** towards eligibility for your onboarding as Full Time Employee (FTE) into Cognizant, we are required to provide you access into the Cognizant system as a **Pre-Hire to enable your learning path.**

Agreeing to the following terms and conditions would be mandatory.

1. It is hereby clarified that participation in this Continuous Skill Development Training Program ("CSD") shall not constitute you to be an employee of Cognizant nor obligates Cognizant for any purpose whatsoever. The scope of this CSD program does not include any supervisory responsibilities and that there is no agency, fiduciary or employer-employee relationship intended or created by reason of this document. There would be zero tolerance to plagiarisms and misconduct during the Training period. Any such incident reported will lead to immediate cancellation of FTE offer without any notice.
2. You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
3. You will be given a login id with which you can gain access to Cognizant's Network. The access can be utilized only for the purpose of enablement.
4. Cognizant holds all rights to downgrade or withhold or cancel this letter due to non-conformance of performance benchmark or moral code of conduct or for any reason upon providing written communication of the same to you. Upon such cancelation of this letter, your access and participation in the CSD shall stand terminated.
5. You will continue to go through learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during this enablement phase would be monitored through formal evaluations.
6. Prior to joining as a Full time employee (on the rolls) of Cognizant, you must have successfully completed the prescribed learning program. In the event of unsatisfactory performance, Cognizant reserves rights at its sole discretion to revoke its employment offer.
7. The timings would be for 9 hours per day from Monday through Friday aligned to the working time as followed in Cognizant or as per any shift allocated per day or week-off.
8. You may be required to report to a Cognizant location as per requirement or as identified by Cognizant.
9. You are covered under Cognizant's calendar holidays of the respective location of training, and you would need to adhere with minimum attendance requirements. Prior approvals are a must towards any unavoidable absence during the program.
10. Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the Training period and may modify or amend the Cognizant GenC program terms and conditions from time to time.
11. There will be no stipend, or any monetary compensation paid in any form during the training period. However, upon successful completion of the Training program, you will be onboarded as an FTE and will be eligible for one time skilling bonus of **INR 25,000** (provided not already included in the full time offer received). For the avoidance of doubt, the candidates who have not successfully completed the Training program shall not be eligible for any joining bonus nor be eligible to be onboarded as FTE.

12. Cognizant will not encourage any claim with regard to [illegible] or other statutory payments under this document and it is hereby clarified that participation in this CSD program shall not entitle you for any benefits paid or made available to that of Cognizant employees.

13. This letter from Cognizant is valid for **1 week – 7calendar days**, from the date of the Letter. Hence, you are requested to accept or decline the Letter within 1 week from the date of the Letter. In case we do not receive any response from your end within the aforementioned time period, this Letter shall stand withdrawn, and will be considered as void.

14. Failing to accept the above terms will indicate that you are not interested in the offer extended by Cognizant and will stay void.

15. During the course of your Training program and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your training, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

16. Code of Conduct. You shall comply with Cognizant's Core Values and Standards of Business Conduct, located at https://www.cognizant.com/us/en/documents/code-of-ethics.pdf and incorporated herein by reference.

17. You hereby consent for Cognizant to collect, process the data submitted by you for background verification.

You will also be required to submit the following documents at the time of reporting onboarding.

- Pan Card
- Letter of Authorization

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.,

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the Training program as mentioned above.

Signature: Date:

Head
Department of Electrical Engineering
[illegible] College of Engineering, Pune

Wipro Offer Letter

Inbo

W

Wipro offer letter 13 Jan

to me

January 13, 2022

Dear **Vikas Kumar,**

Congratulations! We are pleased
position of **Project Engineer** at

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Please click on the below link to

Cognizant

17-Jan-2022

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knest
ALUFORM

05th December 2022

(Private & Confidential)

To
Janhavi Yogesh Yewale
Khed - Pune
Contact No- 9146736246

OFFER LETTER

Dear Yewale,

Congratulation!

Further to our discussion & the interview you had with us, we are pleased to offer you the position of Design Engineer office is based at Pune. Your date of joining will be on or before 02nd January 2022.
Your total compensation will be Rs. 3, 00,009/-per annum (Rupees Three Lakhs Nine Rupee Only Per Annum), The compensation details are enclosed in Annexure A.
This offer has been made on the information and documents you have furnished to us. However, if there is any discrepancy in the copies of documents or certificates given by you as a proof, we retain the right to review our offer of employment.

Your appointment letter will be issued post you're joining on submitting the following documents:

1. Aadhar Card (mandatory)
2. Pan card (mandatory)
3. Passport or Driving license (optional)
4. All Experience & Relieving Letter/Certificates
5. Last three-month salary slip
6. 4 passport size photographs
7. Residential proof if staying on rental or PG
8. All Qualification Certificates starting from SSC and above
9. Cancelled Cheque

Welcome to Knest Manufacturers LLP. We wish you a long rewarding and fulfilling career and look forward to your joining us.
We request you to please sign below as a token of acceptance of this offer
For Knest Manufacturers LLP

Arpita Gupta
Head-Human Resources & Admin

Janhavi Yogesh Yewale
Accepted

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

020 2742 6622
sales@knestaluform.in
info@knestaluform.in
Office Address: Unit Number 802, Om Chambers, T. 29/31, Bhosari Industrial Estate, Telco Road, Next to Toyota Showroom, Bhosari, Pune - 411 026
Factory Address: Gat No. 47, Navlakh Umbre, Talegaon
CIN AAD-2928

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knest
ALUFORM

Annexure A

(Private & Confidential)

Name	Janhavi Yewale
Designation	Design Engineer
Location	Bhosari Pune

Particulars	Amount PM	Amount PA
Basic	13,500	1,62,000
House Rent Allowances (HRA)	599	7,188
Education Allowances	200	2,400
Conveyance Allowances	2,000	24,000
Leave Travel Allowances (LTA)	1,452	17,424
Special Allowances	4,299	51,588
Gross Salary (A)	22,050	2,64,600
Employee Deduction		
Employee Provident Fund (EPF)	1,800	21,600
Employees' State Insurance Corporation (ESIC)		-
Profession Tax (PT)	200	2,500
Total (B)	2,000	24,100
Net take home (A-B)	20,050	2,40,500
Employer Contribution		
Employer Provident Fund (EPF)	1,950	23,400
Employers' State Insurance Corporation (ESIC)	-	-
Gratuity	-	-
Total [B]	1,950	23,400
Total [A+B]	24,000	2,88,000
Variable Performance Bonus	1,000	12,000
Total [C]	1,000	12,000
Compensation (A+B+C)	25,000	3,00,000

Medical Insurance for self-Rs 1 lacs who are not covered under ESIC
Variable Performance is paid on individual performance at the end of every year.

For Knest Manufacturers LLP

Arpita Gupta
Head Human Resources

Janhavi Yewale
Accepted

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

020 2742 6622
sales@knestaluform.in
info@knestaluform.in
Office Address: Unit Number 802, Om Chambers, T. 29/31, Bhosari Industrial Estate, Telco Road, Next to Toyota Showroom, Bhosari, Pune - 411 026
Factory Address: Gat No. 47, Navlakh Umbre, Talegaon
CIN AAD-2923

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Geometrix Automation And Robotics Private Limited
Regd Off: Office No 7,3rd floor,MSR Capital Bldg,Pimpri,Pune-411018. Mobile No.:- 9850272448.
Email id: sanjay@geometrixar.com

To,

The Head Of Department,

AISSMS'S COLLEGE OF ENGINEERING PUNE .

Dear Sir/Madam,

This is to certify that Vishrut Karangale student of Final Year Electrical Engineering has been accepted as intern in our premise. Internship period granted to him is from 01th March 2022 to 15th June 2022 during office hours 10 am to 04.00Pm on all week days.

Geometrix Automation And Robotics Pvt Ltd.

Date: 01/03/2022.

Place: Pune.

GEOMETRIX AUTOMATION AND ROBOTICS PVT. LTD. PUNE

Geometrix Automation And Robotics Private Limited

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

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Capgemini congratulates you on your selection and presents you our Letter Of Intent

Inbox

Capgemini via Sup... 02/12/2021
to me



Most Ethical Company - Eight times in a row

We're highly- rated on Glassdoor

Capgemini Research Institute ranked #1

Our gender balance initiatives

Our global client stories

Dear Shreyas Pramod Patil,

At Capgemini, we work with the world's leading brands to enhance and transform the way they do business. We do this with passion. And we do this by applying the human touch to business and technology. In fact, passionate people are Capgemini's ace of spades.

During our interaction with you, we found you to be equally passionate about what you do. We are pleased to announce you have successfully cleared our initial selection process and been shortlisted for a suitable position with us. This decision is purely based on your merit and performance during your interactions with us.

As the next step in taking your candidature ahead, please go to **Job Profile Tab** and complete the process of accepting the Letter of Intent.

We request you to ensure that you complete all the pre requisite information as well as update all the required documents asked during the course of this process before Dec 09, 2021 11:59 PM IST.

To ensure ease of process, please find below list of documents that would be needed to complete the process:

- Passport size photo
- SSC & HSC Certificate
- Graduation Marksheets
- Graduation Degree Certificate/Provisional Degree* (If applicable)
- Government ID Proof (Aadhar Card/ Driving License/ Passport/ Voter ID)
- Diploma Marksheets(If applicable)
- Diploma Certificate(If applicable)
- Post-graduation Marksheets* (If applicable)
- Post-graduation Certificate*(If applicable)

*Please note that if you have completed your diploma/graduation/post-graduation it is mandatory to upload all semester marksheets and degree certificate.

Note the following points while completing the process :

Head
Department of Electrical Engineering
AISSM... of Engineering, Pune

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12.10. Notices.

All notices pursuant to this letter agreement shall be in writing and shall be deemed duly given when delivered to the respective office of the parties at the address set forth above or to such address notified by a Party from time to time, and shall be deemed to have been received (i) upon delivery in person; (ii) upon receiving acknowledgment by registered post acknowledgement due (RPAD); (iii) upon transmittal by confirmed e-mail or facsimile, provided that if sent by e-mail or facsimile, a copy of such notice shall be concurrently sent by RPAD, with an indication that the original was sent by e-mail or facsimile and the date of its transmittal.

Signed for and on behalf of Wiley India Private Limited by

Neeraj Rana

.....

NEERAJ RANA, SENIOR MANAGER HRBP & HR COUNTRY LEAD – INDIA

I accept employment on the terms outlined in this Contract.

Signature of Employee.....

Abhishek Bhavsar (Apr 8, 2022 21:48 GMT+5.5)

Name of Employee: **Abhishek Rajendra Bhavsar**

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

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PRIVATE & CONFIDENTIAL

April 08, 2022

Abhishek Rajendra Bhavsar,
Ground Floor, Abhinav Apartment, Nav Sundar Society,
Aundh, Pune - 411007

LETTER OF EMPLOYMENT

Dear Abhishek,

The basic terms and conditions of your employment are as set out in this Letter of Employment. This document incorporates the written particulars of employment with Wiley India Private Limited (will be referred to as "the Company" hereafter) required to be given to you by statute.

1. **Job Title**

1.1 You will be employed as **Mthree Alumni - Junior Support Associate** and would be reporting to the **Alumni Engagement Manager** or any other person nominated by the Company as maybe. Such position and title information are merely descriptive and not intended to limit your duties or functions or guarantee you a certain job. Furthermore, your designation and role may be changed by the Company upon giving prior notice to you.

1.2 Your first three months (90 days) of employment with Wiley are classified as probation. At the completion of three months services, your performance will be assessed by your manager and provided that you are performing to the standard required, your appointment will be confirmed in writing. Until receipt of a written notification of having successfully passed the probationary period, your employment shall be deemed probationary. If deemed necessary, your probation may be extended for a maximum further period of three months.

At any time during the probationary period, termination of this contract shall be 30 Days' notice or pay in lieu thereof by either party.

1.3 You are expected to perform all duties which may be required of you in this role as assigned by your Superior.

1.4 Wiley India Private Limited may, at its discretion, require you to perform additional or other duties, not within the scope of your normal duties and may at its discretion amend your Job Description at any time. During the period of your employment, you shall whenever require by the Company, undertake such traveling in India and elsewhere in connection with or in relation to the business of the Company. You may also be placed in the work premises of any client of the Company, as may be determined by the Company at its sole discretion.

Head
Department of Electrical Engineeri
AISSMS Colle of Engineering, Pu

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31th Jan 2022

Abhishek Rajendra Bhavsar,
Dhule Road, Dutta Housing Society, Amalner,
Dist. Jalgaon, Maharashtra - 425401

LETTER OF INTERNSHIP (TRAINEE)

Dear **Abhishek**,

On behalf of the entire Wiley community, we would like to formally welcome you to the mthree Internship Program, in partnership with Wiley India Pvt Ltd.

During your application process, you have already shown how talented, motivated, and driven you are. Becoming an mthree intern will now empower you to translate your excellent academic knowledge to becoming a first class, job ready graduate. This program supports final year students/graduates like you and will help you to progress yourself into a strong candidate for an elite role, through one of mthree's prestigious FinTech clients.

Led by our subject matter experts, mthree in partnership with Wiley delivers cutting-edge, role-specific technology training. You will be engaged in a supportive environment that promotes open discussions, collaboration, and intensive learning as a team. Additionally, once you successfully complete your internship training, you may secure your very first graduate role in technology via the mthree Alumni Program.

As an mthree intern, Wiley agrees to provide the training course to you for a specified period, which shall normally be **10 - 12 weeks**. Your training will start from **31th Jan 2022**. You will be entitled to a one-time stipend of **INR 20,000** if the program is fully online.

You agree to attend the training five days a week at times stipulated by mthree and Wiley. You agree to devote your full time, attention and abilities to the tasks and assignments set out in the training course.

Head
Department of Electrical Engineering
AISS[illegible]ge of Engineering, Pune

WILEY

You agree to comply with our procedures and standards, including health and safety and equal opportunities at all times during the training course. During the training course, you may have access to confidential information in relation to the trainer or its clients. You agree not to use or disclose this information to any person either during the period of the training course or at any time afterwards. During your training, it is expected that you will be 100% committed to the training course.

Subject to the successful completion of the training course, mthree and Wiley will work to secure you interviews with a prestigious client of mthree, and if successful, you would then join the mthree Alumni Programme, at terms then communicated to you. As an mthree Alumni, you will be deployed at the client site and your place of work will be **Bengaluru/Mumbai or other locations that you have pre-agreed to.**

You will not be offered an opportunity to interview for a placement if:

1. You do not commence your training course;
2. You commence training, but do not attend your training course for its duration or fail to follow mthree's reasonable requests; or
3. You fail to meet the standards required on the training course, which is determined by assessments and at mthree's and Wiley's sole discretion.

Nothing contained herein shall be construed as giving rise to a Contract of Employment between Wiley / mthree and you. Further, by execution of this Agreement you fully understand and appreciate that nothing contained herein shall be construed as an offer and/or guarantee of employment by Wiley / mthree.

It is hereby again clarified that nothing contained in this Agreement nor any actions taken by or arrangements entered into between Wiley / mthree and you shall be construed as or deemed to create any partnership or joint venture or employer-employee relationship between Wiley / mthree and you. It is clearly understood by you that you are not an employee of Wiley / mthree. Hence, you will not be entitled to any fringe benefits, including health insurance benefits, paid vacation, or any other employee benefits or other statutory benefits. No payments under this Agreement shall be deemed to be compensation or salary to you entitling you to any employee benefits from Wiley / mthree. You acknowledge and understand that you are not covered by Wiley / mthree's worker's compensation or any other insurance of Wiley / mthree. You hereby agree to indemnify Wiley / mthree against any tax, levy, penalty, damage or compensation which Wiley / mthree may be liable to deduct, withhold or pay because of you being held under the law of any country to be an employee of Wiley / mthree.

Overall, the training's objective is to prepare you for both interviews with our clients and ensure you are equipped with the skills to work in the prestigious financial services sector. If you are as excited as we are, please go ahead signing this Agreement and we look forward to seeing you in the Training Academy!

CORPORATE OFFICE:
1402, 14th Floor, World Trade Tower,
Plot No. C-1, Sector – 16, NOIDA – 201301
T +0120 6291100
csupport@wiley.com | www.wiley.com | www.wileyindia.com

Wiley India Pvt. Ltd. is a private limited company registered in India
Registered office address: 4436/7, Ansari Road, Daryaganj, New Delhi 110002, India
CIN No.: U74899DL1999PTC099286

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

WILEY

Signed for and on behalf of Wiley India Private Limited by

Neeraj Rana

.....

NEERAJ RANA, SENIOR MANAGER HRBP & HR COUNTRY LEAD – INDIA

I accept the terms outlined in this Contract.

Signature of Intern Abhishek Bhavsar (Jan 31, 2022 19:48 GMT+5.5)

Name of Intern **Abhishek Rajendra Bhavsar**

CORPORATE OFFICE:
1402, 14th Floor, World Trade Tower,
Plot No. C-1, Sector – 16, NOIDA – 201301
T +0120 6291100
csupport@wiley.com | www.wiley.com | www.wileyindia.com

Wiley India Pvt. Ltd. is a private limited company registered in India
Registered office address: 4436/7, Ansari Road, Daryaganj, New Delhi 110002, India
CIN No.: U74899DL1999PTC099286

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Cognizant 38

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18-Jan-2022

Aditi Satish Bachhav
B.E. Electrical
AISSMS Group of Institutes

Dear Aditi Satish Bachhav,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months.** Your Internship onboarding will be scheduled anytime between now, through end of March 2022 based on your availability factoring your college exam schedule and our business requirements.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

payment and tenure spent will not guarantee your monthly stipend payment.

Cognizant

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

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

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature:

Date:

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Date: 1st August 2022

Ms. Tanvi Nitin Chimte,
Sr. No. 123 / 12, Flat No. A/3, Morya Darshan Society, Sutarwadi Road, Opp. Shivnagar
Sutarwadi, Pashan, Pune Armament, Maharashtra - 411021
Contact: 8975442128

LETTER OF APPOINTMENT

Dear Tanvi,

With reference to your application and subsequent interview with us, we are pleased to appoint you as **"Trainee Engineer"** in our organization on the following terms and conditions.

Date of Joining: 1st August 2022

Remuneration: Your Total Annual Fixed remuneration will be **INR 2,40,000/- (Rupees Two Lakh Forty Thousand Only)** the details of which is been given in the Annexure attached below.

Place/Transfer: Your present place of work will be at **Vadodara, Gujarat** but during the course of the service, you shall be liable to be posted / transferred anywhere to serve any office, Company Projects or any other establishment in India or outside, at the sole discretion of the Management.

Probation/Confirmation: You shall be on probabtion for the period of 3 Months. [illegible] shall be deemed to have been automatically extended until such time you receive a letter in writing confirming you in the services of the organization. A confirmation letter shall be issued to you after satisfactory completion of your probabtion period, at the sole and absolute discretion of the Management.
During probabtion your service not found satisfactory services will be terminated without given any notice. If in the opinion of the company you are found suitable [illegible] confirmed. Confirmation in the company is automated process on completion of 3 Months unless found unsatisfactory and thereafter your services can be terminated on 30 days' notice on either side. Absence for a continuous period of seven days without prior approval of your superior, (including overstay on leave / training) would result in your losing your lien on the service and the same shall automatically come to an end without any notice or intimation.

Leave: You will be eligible to the benefits of the Company's Leave Rules on your confirmation in the Company's Service.

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

Maternity Leave: You will be entitled for 6 months' paid leave upon successful completion of 1 year of service from the date of your joining and on submission of the required documents. You are required to resume duties within 3 months' from the date of your delivery; failing which the Management reserves the right to take suitable action. [Applicable to female employees' drawing gross salary over the ESIC Ceiling limit].

Retirement Age: The normal retirement age for all employees is **58 years**.

During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up any other employment or assignment or any office, honorary or forany consideration, in cash or in kind or otherwise, without the prior written permission of the Company.

1. You will not (except in the normal course ofthe Company's business) publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication relating to the Company's products or to any matter with which the Company may be concerned, unless you have previously applied to and obtained the written permission from the Company.

2. You will be required to maintain utmost secrecy in respect of project documents, commercial offer, design documents, project cost &estimation, technology, software packages license, Company's policies, Company's patterns & Trade Mark and Company's Human assets profile.

3. You will be required to comply with all such rules and regulations as the Company may frame from time to time.

4. Any of our technical or other important information which might come into your possession during the continuance of your service with us shall not be disclosed, divulged or made public by you even thereafter.

5. If at any time in our opinion, which is final in this matter you are found non- performer or guilty of fraud, dishonest, disobedience, disorderly behaviour, negligence of duty, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the company shall be entitled to receive the damages from you.

6. You will not accept any present, commission or any sort of gratification in cash or kind from any person, party or firm or Company having dealing with the company and if you are offered any, you should immediately report the same to the Management.

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

7. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including Bio-data) at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

8. You will be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge.

9. You will be travelling to the places as per the requirement related to your job profile and region that has been assigned to you.

10. If company founds you non-performer, a Performance Improvement Plan (PIP) will be issued to you specifying the results expected from you in terms of performance. And if you fail to achieve the same, then company can take strict disciplinary action against you.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

We welcome you to Wardwizard Innovations & Mobility Limited family and look forward to a fruitful collaboration.

With best wishes.

For Wardwizard Innovations & Mobility Ltd.,

Nilesh Pandya,
Senior Manager - Human Resources

ACCEPTANCE OF THE EMPLOYEE

I hereby, agree to abide by the terms and conditions of this LETTER OF APPOINTMENT and am aware that any lapse in my meeting the set of performance standards, misconduct and any disciplinary issue would result in legal / disciplinary against me or my employment termination.

SIGNATURE OF THE EMPLOYEE

Head
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AISSMS College of Engineering, Pune

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EMPLOYMENT OFFER LETTER

Capgemini Ref: 6261978/1471557.

08/17/2022.
Akash Arun Garad.

Sawargaon, Punarvasan,Kalamb,
Osmanabad, Maharashtra
India.

Confidential

Dear Akash Arun Garad,

Pursuant to our discussions, we are pleased to offer you employment opportunity on probation basis with Capgemini Technology Services India Limited ("Capgemini" or "Company") starting from 09/15/2022 (or such other date as may be communicated to you by the Company) as per details given below.

A) Your current designation will be Analyst/A4.

B) You will be required to work at the Company's offices in Mumbai.

C) You have to report by 8:30 am at Mumbai office for joining formalities and contact security at the main gate for your entry pass at

Address
CAPGEMINI Knowledge Park,IT 1 / IT 2, TTC Industrial Area,Thane-Belapur Road,
Airoli Knowledge Park, TTC Industrial Area, MIDC, Navi Mumbai - 400708

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name, please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 400,010.00 (Rupees Four Lakh And Ten Only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives/skill based allowance as applicable to you. Your compensation shall be paid on a monthly basis in arrears. The Company shall deduct tax at source and any other applicable taxes at the time of making payment.

The breakup of your all-inclusive annual target compensation is as follows:

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AISSMS Colleges of Engineering, Pune

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[21-22]

INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

Basic Information:

Registration No	GATE2022114721568	Application No	2022114721568
Rollno	22EE65R18	Name(as per last qualifying degree)	Aniket Appaso Aitawade
Dept / Course	EE / EE5	DOB(DD-MM-YYYY)	06-03-1997
Blood Group	O+	Gender	M
Are you a person with disability	N		
Category	EWS	Sub Category	
Nationality		INDIAN	
Email	aniketaitawade@gmail.com	Mobile No	7768936492
Guardian Name	APPASO BALASO AITAWADE	Hall	Not Allocated Yet
Section	Not Applicable	Old Rollno/Emp No	
Aadhaar No.	950467957574	Guardian's Name	APPASO BALASO AITAWADE
Parent's Annual Income	100000	Guardian's Profession	Farmer
Guardian's Email Id	aitawadesurekha@gmail.com	Hindi Name	अनिकेत अप्पासो ऐतवडे

Emergency Contact Information:

Cont. No 9960369080 Name AKSHAY ANIL LAXAPATI Relationship BROTHER IN LAW

Emer. Cont. Address SWAPNAPURTI BUNGLOW NEAR MARKET CHOUGULE GALLI HATKANANGALE HATKANANGLE, MAHARASHTRA 416109 INDIA

Communication Address

Addr 5/692 CHANDANI CHOWK OPPOSITE SUJATA KULKARNI HOSPITAL ICHALKARANJI, 416115
Vill/City ICHALKARANJI
Police Station ICHALKARANJI
District KOLHAPUR
State MAHARASHTRA
Pin No. 416115

Permanent Address

Addr 5/692 CHANDANI CHOWK OPPOSITE SUJATA KULKARNI HOSPITAL ICHALKARANJI, 416115
Vill/City ICHALKARANJI
Police Station ICHALKARANJI
District KOLHAPUR
State MAHARASHTRA
Pin No. 416115

Academic Qualification

#	Standard	Degree	Board/University	YOP	Mark	OutOf	Subject
1	CLASS 10	SSC	Maharashtra State Board	2013	93.27		English, Sanskrit, Marathi, Science, Mathematics, Social Science
2	CLASS 12	Diploma In Electrical Engineering	Maharashtra State Board Of Technical Education	2016	84.12		Electrical Engineering
3	B.E./B.Tech. or equivalent	B.E.	Savitribai Phule Pune University	2022	9.81	10	Electrical Engineering

Signature : .....
(Aniket Appaso Aitawade)
Date : Mon Jul 25 14:00:02 IST 2022

COLLEGE OF ENGINEERING

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

February 10, 2022

Shreyas Patil
B/101, Surobhi Township, Vishrantwadi, Pune-411015
Pune, 411015
INDIA

Dear Shreyas,

Congratulations on your admission to the Master of Science in Information Technology and Management at The University of Texas at Dallas' Naveen Jindal School of Management for the Fall 2022 semester! We share your excitement as you begin this next stage in your educational career. Your program director, Mark Thouin (*msitm@utdallas.edu*), and academic advisors will be here to assist you with any questions or concerns you may have throughout the course of your program.

Please note that as a graduate student, you carry certain responsibilities that may not have been present in your undergraduate experience. Be aware of the information contained in the Graduate Catalog, JSOM Policies page (*jindal.utdallas.edu/advising/policy-graduate*), and on the Academic Calendar. Failure to read them does not exempt you from the rules and regulations therein pertaining to your academic experience.

- As part of your degree program prerequisites, you will need to complete a one credit hour Professional Development course. Details on the course can be viewed at *jindal.utdallas.edu/advising/new-students*.
- Plan time to visit the Advising Office to review the requirements of your degree plan and to remove your advising hold. Please try to plan several visits while you are a student.
- You will also receive information about the Jindal School of Management's Graduate Orientation program, please make it a priority to attend this important event.

For information on accepting your offer of admission and next steps toward enrollment, visit *jindal.utdallas.edu/advising/new-students*. Please note that all required supporting documents must be received by the University before you will be able to register for classes.

Your out-of-state non-resident tuition status has been determined based on the information that you provided on your admission application. If you have any questions regarding your residency status, please contact the Office of Admission and Enrollment at 972.883.2270 or *residency@utdallas.edu*.

Our faculty and staff look forward to welcoming you to UT Dallas.

Sincerely,

Monica S. Powell

Monica S. Powell, Ph.D.
Associate Dean, Graduate Programs, Naveen Jindal School of Management

2021666054 00604716 MGMT MITMMS AGR

COLLEGE OF ENGINEERING PUNE

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Department of Electrical Engineering
AISSMS College of Engineering, Pune

21-22 3

NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL

राष्ट्रीय प्रौद्योगिकी संस्थान कर्नाटक, सुरत्कल
P.O. SRINIVASNAGAR, MANGALORE - 575025

PAYMENT RECEIPT

PAYEE DETAILS

IRIS Admission Ref. No:	2022MT0435
Name:	Pranav Deelip Mulay
Admission Number:	
Branch:	Electrical and Electronics Engineering
Programme:	M Tech
Category:	EWS
Email:	pranavmulay3@gmail.com
Mobile Number:	9405585883

TRANSACTION DETAILS

Transaction Category:	NEW ADMISSION-INSTITUTE FEE
IRIS Transaction Number:	TXIRIS00295326
Transaction Approved?:	Yes
Transaction Amount:	33090.0 INR

PG TRANSACTION DETAILS

Payment Gateway:	BillDesk
PG Reference Number:	YHD41347378713
Transaction Date:	12-08-2022 23:08

Note: By performing the transaction, you have agreed to the Terms and Conditions at https://iris.nitk.ac.in/terms_of_service

This is an electronically generated receipt and does not require a signature.
Generated by IRIS @ 12-08-2022 23:10:14

IRIS

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Approved by AICTE, New Delhi, Recognized by Govt.of Maharashtra,
Affiliated to Savitribai Phule Pune University and recognized under 2(f) and 12 (B) by UGC
(Id.No.PU/PN/Engg./093 (1992)
Accredited by NAAC with A+ Grade

TRANSFERENCE / LEAVING CERTIFICATE

(Under Ordinance 74 of the Savitribai Phule Pune University)
(No Change in any entry in this Certificate shall be made except by issuing authority and any infringement of this requirement is liable to invoive the imposition of penality including rustication)

Registration No. : Adm / 2019– 2020 / 58 / 11 **TC No. 7275**

1. Name in full	:	Mulay Pranav Deelip
2. Mother Name	:	Padmashri
3. Date of Admission	:	12/08/2019
4. Class	:	Dir. SE Electrical Engg.
5. Date of Birth	:	05/12/2000
(In Word & Figure)	:	Fifth December Two Thousand.
6. Religion & Caste	:	Jain Chaturth
7. Nationality	:	Indian
8. Last School /College attended	:	Walchand College of Engineering, Vishrambhag, Sangli.
9. Conduct / Character & Progress	:	Good
10. College Dues	:	NIL
11. Date of Leaving	:	05/08/2022
12. Reason for Leaving	:	**Passed B. E. Electrical Engg. Examination under Seat No. B150212544 in Apr/May 2022 With First Class With Distinction.**
13. Remark (if any)	:	.....

Certified that the above information is in accordance with the College Admission Register

Place : Pune
Date : 24.01.2023

Prepared by **Checked by**

Principal
AISSMS, College of Engineering,
1, Kennedy Road, Pune - 1.

AISSMS COLLEGE OF ENGINEERING PUNE

31-1-2023

21-22

4

Dr. Vishwanath Karad
MIT WORLD PEACE UNIVERSITY | PUNE
TECHNOLOGY, RESEARCH, SOCIAL INNOVATION & PARTNERSHIPS

Established under Govt. of Maharashtra Act. No. XXXV of 2017

Certificate No. : 1/2022-2023. **DATE : 02/05/2023.**

BONAFIDE CERTIFICATE

TO WHOMSOEVER IT MAY CONCERN



This is to certify that, ***MR. KARANGALE VISHRUT VIJAYKUMAR*** **S/O** of, ***MR. VIJAYKUMAR DAMODHAR KARANGALE*** is a Bonafide student of ***"Dr. Vishwanath Karad MIT World Peace University" (MIT-WPU), Pune*** studying in the ***First Year M.Tech. VLSI & Embedded Systems Program under Faculty of Engineering and Technology***, having PRN No ***1032230319*** during academic year ***2023-24.***

As per our office record his date of birth is ***23/06/2000 [Twenty Third June Two Thousand].***

Permanent Address :	**Local Address :**
D1 BLOCK INDIA, MAHARASHTRA, PUNE, PUNE BSNL STAF QUATTERS MODEL COLONY SHIVAJI NAGAR PUNE MAHARASHTRA INDIA 411016	D1 BLOCK INDIA, MAHARASHTRA, PUNE, PUNE BSNL STAF QUATTERS MODEL COLONY SHIVAJI NAGAR PUNE MAHARASHTRA INDIA 411016

This certificate has been issued to him at his own request for the purpose of **Leaving Certificate.**

2/5/2023

Asstt. Registrar/ ~~Dy. Registrar/ Associate Registrar/ Registrar~~,

Assistant Registrar (Program Office)
Faculty of Engineering & Technology
Dr. Vishwanath Karad
MIT-World Peace University
Kothrud, Pune-411 038.

Dr. Vishwanath Karad MIT World Peace University
MIT-WPU
Faculty of Engineering & Technology
Pune

Four Decades of Educational Excellence

COLLEGE OF ENGINEERING

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

O/C

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Approved by AICTE, New Delhi, Recognized by Govt.of Maharashtra,
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(Id.No.PU/PN/Engg./093 (1992)
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TRANSFERENCE / LEAVING CERTIFICATE

(Under Ordinance 74 of the Savitribai Phule Pune University)
(No Change in any entry in this Certificate shall be made except by issuing authority and any infringement of this requirement is liable to invoive the imposition of penality including rustication)

Registration No. : Adm / 2018 – 2019 / 39/48 **TC No. 7337**

1. Name in full	: Karangale Vishrut Vijaykumar
2. Mother Name	: Mohana
3. Date of Admission	: 06/08/2018
4. Class	: FE Electrical Engg.
5. Date of Birth	: 23/06/2000
(In Word & Figure)	: Twenty Third June Two Thousand.
6. Religion & Caste	: Hindu OBC. Mali
7. Nationality	: Indian
8. Last School /College attended	: Dharampeth Education Society's Dharampeth Manohar Pandurang Deo Memorial Science College, Nagpur.
9. Conduct / Character & Progress	: Good
10. College Dues	: NIL
11. Date of Leaving	: 05/08/2022
12. Reason for Leaving	: **Passed B. E. Electrical Engg. Examination under Seat No. B150212531 in Apr/May 2022 With First Class With Distinction.**
13. Remark (if any)	: ------

Certified that the above information is in accordance with the College Admission Register

Recieved
V.Karangale
08/05/2023

Place : Pune
Date : 03.05.2023

Prepared by **Checked by**

Principal
AISSMS, College of Engineering,
1, Kennedy Road, Pune - 1.

AISSMS COLLEGE OF ENGINEERING PUNE

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BRISTLECONE

Bristlecone India Limited
Binarius, 5th Floor, Deepak Complex
Opp. Golf Course, Yerwada, Pune-411006
T: +91 20 66238888 | F: + 91 20 66238899

Vaibhav Purushottam Gaikwad

Tel: +919405641461

Sub: APPOINTMENT LETTER

Dear Vaibhav Purushottam Gaikwad,

This is with reference to your application and the subsequent interviews with us, we are pleased to offer you the position of "**Associate Consultant**" in Role band "**RB7**" for Sub Studio- "**Smart Integration (EDI)**" in our organization at "**Pune**".Your date of joining will be "**11-Apr-2022**" on the terms and conditions as indicated in this letter. You are requested to report to office at 10:00 AM on the day of your joining.

Your compensation details are attached in Salary Sheet

1. (a) Your place of operation will be mainly at "**Pune**"at the time of joining the organization. However, depending on the project / work where your involvement is continuously required, you may be transferred to any of our other offices, project locations, group companies, client locations, etc. or for deputation to any organization, to be posted at any of their offices, project locations, divisions, departments, etc. at anytime, anywhere in India or abroad. In the event of such a transfer/ deputation, details of the terms and conditions will be communicated to you.

   (b) The working hours applicable to you will be the same as are observed depending upon your place of posting and can be amended from time to time. Further, you should be prepared to work in any shift, as may be required by the Company's / clients work requirements.

   (c) This offer is subject to: your acceptance within two days; submission of all your certificates in respect of educational qualifications; identity proof and release letter/service certificates from present employer.

   (d) At any time during the course of your employment with the company, the company is entitled to terminate your employment without notice, if the information provided by you during the selection process is found to be in-correct.

2. (a) Please note that the salary structure of the Company may be altered/modified at the discretion of the management, having regards to market and business needs. Further, salary, allowances and all other payments / benefits will be governed by the Company's rules as well as statutory provisions in force from time to time and subject to deductions of appropriate taxes at source.

   (b) Please also note that your remuneration package is strictly confidential between you and the Company and should be so maintained

   (c) Your remuneration package will be reviewed as per the Company's practice and any increase will depend on the Company's performance and your performance

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3. Resignation / Termination / Notice Period from Services:

(a) Either you or the company may terminate your employment upon giving ninety (90) days' written notice. The company may however terminate your employment by giving you salary in lieu of notice. The Company may also terminate your employment with immediate effect for any misconduct.

(b) Performance Improvement Program (PIP): Timelines of PIP will be as per compancy policy.

(c) Integrity/Disciplinary Issues: An employee will be released from the organization with immediate effect on account of misconduct, integrity or for any other disciplinary issues.

(d) If you resign within a year of your joining the Company, then the amount paid to you as a joining bonus, relocation expenses, and notice pay buyout at the time of your joining, will be recovered by the Company in Full and Final settlement.

(e) Notice Period:
When an employee resigns voluntarily, you are expected to serve 90 days' notice period from the date,entered in Workday.

(f) Full and Final Settlement (F&F):
Employee will receive their Resignation Acceptance and Experience Letter on his/her Last Working Day, on receiving clearance from all internal departments. Full and Final Settlement of the employee takes place within 45 days of the employee's Last Working Day.

4. The age of Retirement is sixty years. The company will be registering your date of birth as per the documents provided by you i.e. PAN Card/ Passport/ Identity Card at the time of joining.

5. You will be liable for any losses suffered by the Company, due to your negligence, misconduct, willful insubordination or inefficiency. In all or any of such cases your services may get terminated without any notice period.

6. As per the Company's rules you cannot undertake any employment anywhere else, even on part-time basis whether for any consideration or not. Disobeying of this will lead to termination of your services by the Company without any notice period, with no liability on the part of the Company for payment of any compensation in lieu of such notice. You must not be, involved or concerned with or provide service to any other entity, company or person whilst employed by the Company without the prior written consent of the Company. Unless specifically authorized in writing by the Company, the Employee agrees that he/she will not enter into any contract, agreement or arrangement with any person or entity that binds the Company or creates any liability or obligation upon Company, without obtaining a specific prior written permission from the Company. The Employee shall also not communicate with the media or with journalists in relation to the Company or its affairs, without obtaining a specific prior written permission from the Company.

7. The Company rules pertaining to matters such as mentioned above but not limited to designation, working hours, etc. are subject to change without any prior notice.

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8. Your address given in the application form will be deemed to be correct for the purpose of sending any communication to you. In case of any change in your address you will inform the HR team in writing about the same within 7 days failing which any communication sent to your last recorded address will be deemed to have been, dully served upon you.

9. You will be governed by the Company's rules, regulations and practices as intimated / published in intranet from time to time in respect of matters not covered by this letter of appointment. Company's decisions on all such matters shall be final and binding on you.

   You will be governed by the HR policies as published in the intranet of the Company. Any changes will be intimated to you by a group mail on a periodic basis and you are expected to keep yourself updated by visiting the site regularly. The Employee's employment with the Company shall be in accordance with the terms and conditions set forth in this Agreement and in accordance with the Company Policies as may be amended from time to time and such other policies as may be made applicable to the Employee from time to time.

10. If any declaration given or furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, the Company will be entitled to terminate your services without any notice or obligation

11. Conflicts of Interest and Confidentiality.

   (a) You must not at any time whilst you are an employee of the Company (except so far as is required for the proper performance of your duties) nor after your employment with the Company has ended communicate or divulge to any person ("person" shall include a firm or company or other body) or make use of or permit any other person to make use of for your own or any other person's benefit any trade secrets or other Confidential Information relating to the Company or any Group Company and any of its or their respective business interests or customers or clients.

   (b) For the purposes of paragraph 11.a, "Confidential Information" shall include trade secrets; customer/client / supplier lists, contact details of clients, customers and suppliers and individuals within those organizations; technical information, know-how, research and development; financial projections, target details and accounts; fee levels, pricing policies, commissions and commission charges; budgets, forecasts, reports, interpretations, records and corporate and business plans; planned products and services; marketing and advertising plans, requirements and materials, marketing surveys and research reports; market share and pricing statistics; and computer software and passwords. All such information which is not in the public domain shall be deemed to be confidential

   (c) During the course of your employment with the Company, you may not provide services or advice to any competitor organization which is involved in a commercial negotiation of any kind in which the Company is also participating.

   (d) During the Term of employment and always thereafter, Employee will not make any false, defamatory or disparaging statements about the Company, or the employees, officers or directors of the Company that are reasonably likely to cause damage to any such entity or person.

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(e) The Employee will comply with, and do all things necessary to permit the Company to safeguard its Confidential Information and he/she shall promptly inform the Company of any potential or accidental disclosure of Confidential Information and shall take all steps, together with the Company, to retrieve and protect the said Confidential Information.

12. NDA: Code of Conduct:

(a) In the interest of securing the proprietary information and confidentiality of the Organization, it is mandatory for each employee to sign the "Bristlecone Code of Conduct" during employment. Any employee who is found not abiding to the code of conduct would be held responsible for breach of the same and appropriate disciplinary action would be taken against this.

(b) All information pertaining to Compensation and Benefits are treated as confidential. Employees are expected not to share details regarding the same with any other internal or external person. Any such information that needs to be shared by any employee can be done with prior authorization of HR.

(c) Employees who leave Bristlecone are required not to share any information pertaining to the organization, or any of the business entities Bristlecone operates with. All databases, equipment provided to employee are the property of Bristlecone and any kind of practice which results in bringing damage to the organization will not be favorably viewed. The employees will be liable to compensate for the damage, which may result due to such practices.

13. Non-Solicitation and Non-Compete

(a) Any employee working for a competitor, upon termination or resignation, should not gain competitive advantage by abusing confidential information about Bristlecone's trade secrets or sensitive information such as customer/client lists, business practices, upcoming products and marketing plans.

(b) The Employee hereby agrees and undertakes that during the term of the employment with the Company and for a period of 12 months following the date of termination of Employee's employment with the Company for any reason, the Employee shall not, directly or indirectly, either as an individual on his 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):

(i) Solicit and/or attempt to solicit employment of or advise any of the Company's existing employees or any person who was employed by the Company within six months prior to such solicitation or any person or organization providing services to or through Company and/or its Affiliates to terminate his or her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization; or

(ii) Contact and/or attempt to contact any of the existing or prospective clients or customers (i.e. any person or organization with whom the Company and/or its Affiliates is in advanced stages of exploring a professional or business relationship) of the Company and/or its Affiliates to entice such

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clients or customers away from the Company and/or its Affiliates or to damage in any way their business relationship with the Company and/or its Affiliates or for the provision of substantially the same services provided to such clients by the Company and/or its Affiliates; or

(iii) Solicit and/or attempt to solicit or undertake employment with any client/customer of the Company and/or its Affiliates or any organization where the employee has been taken or sent for training, deputation or secondment or professional work by the Company; or

(iv) Enter the employ of, or render any other services to, any person engaged in a business which competes with the Business, if (i) the Employee has prior knowledge of the same or (ii) the Employee gains such knowledge during the Term of employment or (iii) it is obvious to the Employee; or

(v) Sell, supply, market or distribute any products or services similar to or competing with the Business.

14. IT Policy

(a) Prohibited Use - The Bristlecone email system shall not to be used for the creation or distribution of any disruptive or offensive messages, including offensive comments about race, gender, hair color, disabilities, age, sexual orientation, pornography, religious beliefs and practice, political beliefs, or national origin. Employees who receive any emails with this content from any Bristlecone employee should report the matter to their supervisor immediately. Employees may not forward any documents to their personal accounts. All auto-forward messages should be removed from the personal profiles.

(b) Personal Use - Using a reasonable amount of Bristlecone resources for personal emails is acceptable, but non-work related email shall be saved in a separate folder from work related email. Sending non-business related multimedia, pictures larger than ½ MB etc., chain letters or joke emails from a Bristlecone email account is prohibited. Mass mailings from Bristlecone shall be approved by Director - IT before sending. These restrictions are also applicable if you forward any email received from Bristlecone employee

(c) Diligent Use: You are expected to handle Bristlecone assets with due care and will be held accountable for any damage incurred to the allocated equipment. This damage may be during regular use or due to negligence or mishandling. In the event of any damage, penalty may be applicable as per the company asset policy.

(d) Asset Return: All company assets are to be maintained in line with clause 14 (a,b,c) and are to be returned to Bristlecone's IT department at the time of employee's exit. Non-submission of assets would warrant recovery, as per the company asset policy.

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Bristlecone India Limited
Binarius, 5th Floor, Deepak Complex
Opp. Golf Course, Yerwada, Pune-411006
T: +91 20 66238888 | F: + 91 20 66238899

BRISTLECONE

15. Intellectual Property

(a) Any discovery, invention, secret process, improvement in procedure, trade mark, design or copyright work that you make, discover or produce in the course of your employment in connection with or in any way affecting or relating to, or capable of being used or adapted for use in connection with, the business of the Company or any Group Company shall immediately be disclosed to the Company and shall belong to and be the absolute property of the Company or such Group Company as the Company may nominate for that purpose. You will (at the request and reasonable expense of the Company) sign all such documents and perform all such acts as may be required to fully vest all such rights in the Company (or its nominee).

(b) You waive irrevocably all Moral Rights in any works produced during your employment in which copyright is vested in the Company or any Group Company whether by virtue of this paragraph 15 or otherwise.

(c) You acknowledge that the extent, if any, of the protection sought in relation to the matters referred to in paragraph 15.a shall be decided by the Company in its sole and absolute discretion and that accordingly you will not (whether during or after this employment) apply or join in applying for any patent, registered design, trademark or other equivalent protection without the prior written approval of the Company.

16. If the terms and conditions offered herein are acceptable to you, please return the duplicate copy of this letter to the undersigned, duly executed by you by appending your signature on the last page and initials on the remaining pages.

17. Background Checks:
Bristlecone mandates you to go through Background checks. These checks verify previous employment, education qualifications and addresses of every employee. You are required to provide all documents requested by Bristlecone or any agency that Bristlecone appoints for running these checks. Background check documents need to be provided within 5 days of joining the company failing which the Company is entitled to take disciplinary action including termination of the employment agreement. In an event, the employee / candidate is unable to clear the background check, the company retains the right to withdraw the offer / terminate employment.

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15. Intellectual Property

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(b) You waive irrevocably all Moral Rights in any works produced during your employment in which copyright is vested in the Company or any Group Company whether by virtue of this paragraph 15 or otherwise.

(c) You acknowledge that the extent, if any, of the protection sought in relation to the matters referred to in paragraph 15.a shall be decided by the Company in its sole and absolute discretion and that accordingly you will not (whether during or after this employment) apply or join in applying for any patent, registered design, trademark or other equivalent protection without the prior written approval of the Company.

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As a token of your acceptance of all the above mentioned terms and conditions, we request you to confirm your acceptance of this offer and confirm to us your date of joining by a return email.

We welcome you to the Bristlecone family and wish you a successful career with us

Yours Faithfully,
Bristlecone India Limited

Lisa Lesko

Lisa Lesko
Chief People Officer

Date of Joining_____

DocuSigned by:
signature1
143B1240E1294D9...
Vaibhav Purushottam Gaikwad

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Bristlecone India Limited
Binarius, 5th Floor, Deepak Complex
Opp. Golf Course, Yerwada, Pune-411006
T: +91 20 66238888 | F: + 91 20 66238899

Salary Sheet

Vaibhav Purushottam Gaikwad
Designation:Associate Consultant
Sub Studio:Smart Integration (EDI)

Effective from the date of your reporting for duties, you will be eligible for salary, allowances, and other benefits as under:

Salary Components		Amount (Rs. per annum)
1. Basic Salary		180000
2. Flexible Pay:	H.R.A, LTA, Child Education Allowance, Meal Allowance, Telephone/Broadband Reimbursement, Books & Periodicals, Car Fuel and Maintenance Reimbursement, Driver's salary, Supplementary Allowance	214742
3. Provident Fund	@ 12% of Basic Salary	21600
4. Gratuity	@ 4.81% of Basic Salary	8658
5. Total Compensation(1+2+3+4)		425000

**Over and above the committed Fixed CTC, company provides Mediclaim Insurance coverage for a sum insured amount of Rs. 600000/- per annum as a family floater for self, spouse and 2 children. Besides this, voluntary options have been given to employees to cover their dependent parents at corporate rates on a self-paid basis.

***Also, the company provides coverage under Group Personal Accident (GPA) and Group Term Life (GTL) Insurance as per company's policy.

****Bristlecone will provide for reimbursement towards your notice period recovery (full taxable) in the previous organization to the extent of proofs submitted by you. This amount will be recovered from you if you leave Bristlecone within 1 year from the date of payment. This will be payable if you are eligible and have written HR approval before your joining.

*****Bristlecone will offer reimbursement towards relocation expenses on household goods and one-way economy class tickets for you and your immediate family (spouse and children). Additionally, you will be provided company accommodation + reasonable conveyance reimbursement for up to 15 days at your assigned Base Location subject to prior approval from HR at Bristlecone. Reimbursement towards household goods will be eligible approval HR before joining and the same should be claimed within 15 days of joining. The amount paid towards household goods will be subject to existing HR policies and needs to be supported with actuals invoices for reimbursement purposes. For more details kindly check our relocation policy before claiming. Reimbursement will occur as per existing relocation policy. This sum would be recovered if you leave the organization within 1 year from the date of payment.

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T: +91 20 66238888 | F: + 91 20 66238899

Bristlecone India Limited

Lisa Lesko

Lisa Lesko
Chief People Officer

Offer Accepted/Date of Joining:_____

DocuSigned by:
Signature
14361240E1294D9...
Vaibhav Purushottam Gaikwad

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Binarius, 5th Floor, Deepak Complex
Opp. Golf Course, Yerwada, Pune-411006
T: +91 20 66238888 | F: + 91 20 66238899

AGREEMENT OF ACCEPTANCE

This Letter of Acceptance is executed by and between Bristlecone India Ltd (hereinafter referred to as the "Company"), and "Vaibhav Purushottam Gaikwad" , an Indian inhabitant residing at , hereinafter referred to as the "Acceptor")

Whereas:

1. **The Acceptor has communicated his/her interest in receiving employment with the Company vide dated 07-Apr-2022**
2. **The Company issued a Letter of Offer to the Acceptor dated 07-Apr-2022, offering him/her employment with the Company.**

By signing this Agreement of Acceptance, the Acceptor agrees to the following:

1. The Acceptor has accepted Employment with the Company on terms and conditions prescribed in the Letter of Offer.
2. The Acceptor can, within a period of one week from the date of this Agreement, without cause revoke this Agreement of Acceptance, by providing a written notice to the company (Notice of Revocation) to the attention of **Kinnary Desai**, at the following address **5th Floor, Binarius, Deepak Complex, Airport Road Opp. Golf Course, Yerwada, Pune - 411006** by registered communication. It shall be the Acceptors responsibility to make sure that such Notice of Revocation reaches the Company before the conclusion of the 7th day from the date of this Agreement.
3. The acceptor agrees to submit a copy of the letter of resignation to his/her present organization of employment to the company within a period of 2 days from the date of this Agreement.
4. The Acceptor agrees and confirms that his/her the date of joining the Company is **11-Apr-2022**

Signed:

Lisa Lesko

For the Company: Bristlecone India Limited
Lisa Lesko

Chief People Officer

DocuSigned by:
Acceptor signature
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Vaibhav Purushottam Gaikwad

Date: April 8, 2022
Location:

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Opp. Golf Course, Yerwada, Pune-411006
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CHECKLIST

DOCUMENTS/ITEMS TO BE SUBMITTED TO HRD AT THE TIME OF JOINING

1. Copies of Graduation/Post-Graduation (Degree) certificates and all other qualifications.
2. Copies of service certificates from all your previous employers.
   (Actual dates of employment must be specified)
3. Relieving letter and Service Certificate from your present employer.
4. Three Nos. Colored passport size photographs(with white background).
5. Copies of the passport sheets (All sheets wherever any entries were made, particularly the following:
   a) Passport number, Date and Place of Issue.
   b) Due date of expiry of the passport.
   c) Name, date of birth, photograph, address
   d) Stamps/entries reg. issue of visa/work permit/entry permit by any country (Including refusal)
   e) Emigration Check Not Required Stamp
6. PAN Card Copy
7. Aadhar Card Copy

Name: Vaibhav Purushottam Gaikwad

Signature: DocuSigned by: 14361240E1294D9...

Emp No:

Date: April 8, 2022

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T: +91 20 66238888 | F: + 91 20 66238899

Vaibhav Purushottam Gaikwad

Tel: +919405641461

Sub: APPOINTMENT LETTER

Dear Vaibhav Purushottam Gaikwad,

This is with reference to your application and the subsequent interviews with us, we are pleased to offer you the position of "**Associate Consultant**" in Role band "**RB7**" for Sub Studio- "**Smart Integration (EDI)**" in our organization at "**Pune**".Your date of joining will be "**11-Apr-2022**" on the terms and conditions as indicated in this letter. You are requested to report to office at 10:00 AM on the day of your joining.

Your compensation details are attached in Salary Sheet

1. (a) Your place of operation will be mainly at "**Pune**"at the time of joining the organization. However, depending on the project / work where your involvement is continuously required, you may be transferred to any of our other offices, project locations, group companies, client locations, etc. or for deputation to any organization, to be posted at any of their offices, project locations, divisions, departments, etc. at anytime, anywhere in India or abroad. In the event of such a transfer/ deputation, details of the terms and conditions will be communicated to you.

   (b) The working hours applicable to you will be the same as are observed depending upon your place of posting and can be amended from time to time. Further, you should be prepared to work in any shift, as may be required by the Company's / clients work requirements.

   (c) This offer is subject to: your acceptance within two days; submission of all your certificates in respect of educational qualifications; identity proof and release letter/service certificates from present employer.

   (d) At any time during the course of your employment with the company, the company is entitled to terminate your employment without notice, if the information provided by you during the selection process is found to be in-correct.

2. (a) Please note that the salary structure of the Company may be altered/modified at the discretion of the management, having regards to market and business needs. Further, salary, allowances and all other payments / benefits will be governed by the Company's rules as well as statutory provisions in force from time to time and subject to deductions of appropriate taxes at source.

   (b) Please also note that your remuneration package is strictly confidential between you and the Company and should be so maintained

   (c) Your remuneration package will be reviewed as per the Company's practice and any increase will depend on the Company's performance and your performance

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Binarius, 5th Floor, Deepak Complex
Opp. Golf Course, Yerwada, Pune-411006
T: +91 20 66238888 | F: + 91 20 66238899

Bhairav Kishor Rane

Tel: +917030487251

Sub: APPOINTMENT LETTER

Dear Bhairav Kishor Rane,

This is with reference to your application and the subsequent interviews with us, we are pleased to offer you the position of "**Associate Consultant**" in Role band "**RB7**" for Sub Studio- "**Smart Integration (EDI)**" in our organization at "**Pune**".Your date of joining will be "**11-Apr-2022**" on the terms and conditions as indicated in this letter. You are requested to report to office at 10:00 AM on the day of your joining.

Your compensation details are attached in Salary Sheet

1. (a) Your place of operation will be mainly at "**Pune**"at the time of joining the organization. However, depending on the project / work where your involvement is continuously required, you may be transferred to any of our other offices, project locations, group companies, client locations, etc. or for deputation to any organization, to be posted at any of their offices, project locations, divisions, departments, etc. at anytime, anywhere in India or abroad. In the event of such a transfer/ deputation, details of the terms and conditions will be communicated to you.

   (b) The working hours applicable to you will be the same as are observed depending upon your place of posting and can be amended from time to time. Further, you should be prepared to work in any shift, as may be required by the Company's / clients work requirements.

   (c) This offer is subject to: your acceptance within two days; submission of all your certificates in respect of educational qualifications; identity proof and release letter/service certificates from present employer.

   (d) At any time during the course of your employment with the company, the company is entitled to terminate your employment without notice, if the information provided by you during the selection process is found to be in-correct.

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   (b) Please also note that your remuneration package is strictly confidential between you and the Company and should be so maintained

   (c) Your remuneration package will be reviewed as per the Company's practice and any increase will depend on the Company's performance and your performance

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

Superset ID: 1453690

Letter of Intent ("LOI")

Dear PRASAD ADHAV,

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

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

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

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

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

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

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

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1453690**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1453690**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1453690**

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

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ANNEXURE 1

PRASAD ADHAV
Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only).** On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only).** Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

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EMPLOYMENT OFFER LETTER

Capgemini Ref: 6266184/1471126,

08/17/2022,
Yash Nitinchandra Jagtap.

'Shree sai' R90 M.I.D.C bhigwan road, Baramati, Pune
Pune,
India.

Confidential

Dear Yash Nitinchandra Jagtap,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with **Capgemini Technology Services India Limited ('Capgemini ' or 'Company')** starting from 08/18/2022 (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be **Analyst/A4**.

B) You will be required to work at the Company's offices in **Mumbai**.

C) You have to report by 8:30 am at **Mumbai office**, for joining formalities and contact security at the main gate for your entry pass at:

Address
CAPGEMINI Knowledge Park,IT 1 / IT 2, TTC Industrial Area,Thane-Belapur Road,
Airoli, Navi Mumbai, Maharashtra - 400708

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 400,010.00 (Rupees Four Lakh And Ten Only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives/skill based allowance as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source and any other applicable taxes at the time of making payment.

The breakup of your all-inclusive annual target compensation is as follows:

Analyst

Total Cost to Company (CTC). Rs.400,010.00

Monthly Components	Per Month	Annualized
Basic	Rs.15,000.00	Rs.180,000.00
House Rent Allowance	Rs.9,000.00	Rs.108,000.00
Other Allowances and Reimbursements – 1 #	Rs.1,890.00	Rs.22,680.00
Other Allowances and Reimbursements – 2 +	Rs.839.00	Rs.10,068.00
Advance Statutory Bonus ++	Rs.3,149.00	Rs.37,788.00
Gross monthly salary	Rs.29,878.00	Rs.358,536.00
Capgemini's contribution to PF *	Rs.1,800.00	Rs.21,600.00
Gratuity (accrual only)		Rs.8,664.00
Total Fixed Compensation		Rs.388,800.00
Total Cash Compensation		Rs.388,800.00
Benefits		
Medical, Accident & Life Insurance Premium		Rs.11,210.00
Total Cost to Company		Rs. 400,010.00

You need to choose any of the following optional instruments that are a part of the Other Allowance and Reimbursements - 1. Balance amount that is not claimed will be paid as Taxable on monthly basis after withholding taxes.

Other Allowance & Reimbursements - 1	Annualized
Remote Working Allowance	19,800.00
Books and Journals	24,000.00
Professional Pursuit	180,000.00
Conveyance Allowance	63,600.00

(7)

Capgemini

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

Superset ID: 1727078

Letter of Intent ("LOI")

Dear Amey Swami,

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

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

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

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

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

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

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

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1727078**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1727078**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1727078**

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

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ANNEXURE 1

Amey Swami
Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only).** On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only).** Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

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(8)

Godrej & Boyce Mfg. Co. Ltd.
Regd. Office: Pirojshanagar,
Vikhroli, Mumbai 400 079, India
Tel: +91-22-6796 1700 / 1800
info@godrej.com
www.godrej.com
CIN U28993MH1932PLC001828

Corporate Personnel & Administration Dept.

Ref: HK/P&A/CAMPUS-OFFER'2022-23/CN-423

6th October 2022

Dear Mr. Darshan Ushire,

Greetings from Godrej!

We are delighted to have you coming on board on **10th October 2022.**

We are sure that you are keenly looking forward to what's in store for you upon your joining us.

To make your transition in Godrej smooth, we have planned a comprehensive Corporate Orientation Program at our Vikhroli Establishment in Mumbai.

Your portfolio / assignment and the place of posting will be shared with you after the Corporate Orientation Program.

To enrich you with knowledge, learning, skills and experience during the traineeship, you will be undergoing a structured Training Program comprising of learning inputs in a phased manner:

Phase I (At the time of Joining): - Corporate Orientation Program, followed by:

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

Phase II (Mid-Year): - Developmental Program(s)

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

Phase III (Upon completion of the Training): - Organization Level Development Programs (Common for all) followed by:

- Advanced Programme of Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

When you take up the assignment, we have earmarked for you, you will have a 'buddy' to help and guide you in the initial days. Please feel free to speak to / write to us for any information that you may need:

Ms. Rachna Bhuse (rachna@godrej.com, Mobile: 9821490425)
Ms. Leenat Sawar (leenat@godrej.com, Mobile: 8169960727)

We look forward to you becoming part of the exciting growth journey at Godrej!

With best wishes,

HKaur

Harpreet Kaur
Senior Vice President & Head-
Corporate Personnel & Administration
Encl.: Offer Letter

Godrej

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Corporate Personnel & Administration Dept.

Ref: HK/P&A/CAMPUS-OFFER'2022-23/CN-423

6th October 2022

Mr. Darshan Shashikant Ushire
N-32, R-3, 2/7
Ganesh Chowk
Old Cidco
Nashik - 422009
Mob: 7020629896

TR CAT: C-200

OFFER LETTER

Dear Mr. Darshan Ushire,

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your selection as **Graduate Engineer Trainee** in our Organization. Your appointment is covered under the provisions of **The Apprentices Act, 1961 and its subsequent amendments thereto.** The terms & conditions are as given below:

1. **Place of Posting & Period of Training:**

   Your initial place of posting will be at our Vikhroli Establishment, Mumbai. The training period will be for a period of twelve (12) months from your date of joining, i.e., **with effect from 10th October 2022.**

2. **Consolidated stipend:**

   You will be paid an All-inclusive Consolidated Stipend of **Rs. 36,000/- (Rupees Thirty-Six Thousand only)** per month.

   (In the event of any legislation being enacted/made applicable treating the above mentioned "Consolidated Stipend' as "Salary" for the purpose of calculating Provident Fund, Gratuity, House Rent Allowance, Medical or any other direct / indirect benefit or contribution etc., then in such an event, the said "Consolidated Stipend' shall stand adjusted / modified to the extent so that there is no additional financial burden on the Company on this count i.e., the stipend payable to you by the Company, inclusive of all statutory, direct / indirect benefits or contributions, shall not exceed the above mentioned Consolidated Stipend per month).

3. **Leave Entitlement:**

   You will be eligible for Leave as per the Leave Rules of the Organisation applicable to the trainees covered under The Apprentices Act, 1961. The same is subject to change from time to time.

4. **General terms & conditions:**

a) Although it is not mandatory and / or obligatory on the part of the Company to offer you employment upon completion of the training period, you will be considered for any suitable opening that may arise / exists at that point in time, subject to your overall performance, attitude, conduct, attendance & punctuality besides meeting the requisite selection criteria.

b) As a part of the terms and conditions mentioned in this Offer Letter, you will be required to sign a Service Agreement for a period of two years (one year as a Trainee and one year subject to being absorbed in regular employment upon successful completion of the training period).

We are enclosing the soft copy of the Service Agreement which you are required to prepare on a **Stamp Paper of value Rs.200/-** and submit the duly filled-in and signed (by you and the guarantor) Agreement on your date of joining. Please note that it is mandatory to carry the Service Agreement on your date of joining along with the Offer acceptance copy.

Contd....(2)

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CIN U28993MH1932PLC001828

Mr. Darshan Shashikant Ushire, Nashik - 422009

c) During the training period, you will not be eligible for any Variable Pay (viz., Performance Pay, Sales / Service Incentives etc.).

d) Your selection as a trainee is subject to you being found medically fit by the Company's Medical Officer or by a Medical Practitioner of Company's choice.

e) While your initial place of training / posting will be at our Vikhroli Establishment, you are liable to be transferred to any of the Company's Establishments / Upcountry Manufacturing Plants / Project Site Office within the territory of India during your training period and/or thereafter and the same will not have any impact on your Consolidated Monthly Stipend. You will be adhering to six days per week work schedule. The salary/stipend disbursement is on the 10th day of every month.

f) The Management shall decide your Function (Profile), Division and the Place of Posting as per the business need and exigencies, and the same shall be communicated to you during the Corporate Orientation Program. The Management's decision in this regard shall be final and binding on you.

g) If and when it is required to impart training to you on a non-working day, you will be required to report for training on such days for which you will be given compensatory off. Similarly, as and when required, you may be called upon to report in second shifts when specific / special training opportunities are available.

h) If you wish to resign from the traineeship of the Company, the notice period is one month during the training period, and you will be permitted to do so subject to your fulfilling the terms & conditions as per the Service Agreement signed by you. The Company reserves the right not to accept the notice period depending upon business needs and requirements. In case you leave the traineeship without fulfilling the terms & conditions as applicable to you, the Management reserves the right to initiate appropriate proceedings as per law.

i) Your traineeship can be terminated by the Company at any time by giving you one month notice. Upon successful completion of the training and after absorption in regular employment, the notice period is three months on either side.

j) The Company reserves the right to terminate your traineeship / employment at any time without notice or payment in lieu thereof if you are found guilty of absence from duty without prior intimation and/or permission for a continuous period of seven days or more, insubordination, non-performance, low productivity, disclosing confidential data or information pertaining to the Company, bonafide loss of confidence, misappropriation of Company's funds, causing damage to the property of the Company, non-compliance of Company rules & regulations besides omission / commission of any act on your part which may be prejudicial to the interest of the Organization.

In case you need further information about the pre-joining / joining process, please contact Mr. S G Kannan (Mobile 9820506928, Email id: sgkanan@godrej.com) or Ms. Aliamma (Mobile 9867066396 Email id: aliamma@godrej.com).

Contd.... (3)

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Mr. Darshan Shashikant Ushire, Nashik - 422009

5. **Qualification Clause (Declaration of Final Year / Semester Results):**

If your selection is being made prior to the declaration of the final semester results of the examination for which you have recently appeared, you are required to inform the Company about the results immediately upon declaration of the same by the University / Institute. You shall submit a copy of the mark sheet / certificate issued by the Institute / University as documentary evidence and produce the original for verification. In case, you do not pass the said degree / diploma examination, your selection / appointment will be deemed to be automatically terminated without notice or payment in lieu of notice with effect from the date of the declaration of the result at the discretion of the Management. Further, if you are unable to submit the official documentary evidence in support of you having secured a final pass in the aforesaid examination prior to the completion of the training period, your appointment will automatically stand terminated without notice at the end of the training period at the discretion of the Management.

6. **Submission of False Documents:**

If at any time in future, the documents submitted by you pertaining to your date of birth, residence, family details, educational qualification and/or external work experience etc are found to be false / incorrect, the Company reserves the right to terminate your appointment forthwith besides initiating necessary legal proceedings against you as per law.

7. **Code of Conduct:**

You will be bound by the Company's Code of Business Conduct & Ethics as applicable from time to time and will be required to sign the `Code of Business Conduct & Ethics upon your joining the Company. In addition, you will be required to sign an `Employee Non-Disclosure & Confidentiality Agreement' upon your joining the Organization, which aims to protect the intellectual proprietary rights and business information of the Company and its clients / business associates.

8. **Conflict of Interest:**

You are expected to carry out your duties and responsibilities diligently, and shall always, safeguard the interest of the Company. During your traineeship / employment in our Company, you are required to devote yourself exclusively to the services of the Company and you shall not undertake yourself directly or indirectly with any business, duties or outside work, either part time or full time, without the prior express permission of the Management. The Company regards conflict of interest as a severe offence, which may lead to strict disciplinary action, including termination of your traineeship / employment without notice.

9. **Indemnity:**

You shall indemnify the Company against any loss / damage, proceedings which the Company may suffer due to any wrongful acts, negligence and/or gross dereliction of duties on your part. Such indemnity shall not prejudice the right of the Company to terminate your traineeship / employment on such count or the right of the Company to seek other remedies which the Company may have to make good the loss / damage suffered.

10. The Company reserves the right to add to, amend or vary the forgoing terms and conditions as and when found necessary.

The formal Letter of Appointment will be issued to you upon completion of the Corporate Orientation Program.

Contd....(4)

Godrej

Godrej & Boyce Mfg. Co. Ltd.
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Mr. Darshan Shashikant Ushire, Nashik - 422009

Please report for the Corporate Orientation Program commencing on **Monday, 10th October 2022** at **8.45 a.m.** at the following venue:

Godrej & Boyce Mfg. Co. Ltd.
Room No.317, Plant 13 Annexe, 3rd Floor
Pirojshanagar, Vikhroli East, Mumbai 400 079.

Please bring the following with you, when you report for the Corporate Orientation Program:

- All certificates and marksheet in original pertaining to your educational qualification, along with one set of photocopies (S.S.C. or School Leaving Certificate to be submitted as documentary evidence for date of birth).
- Three passport size photographs (in professional attire)
- Photocopy of PAN Card and Aadhar Card.
- Letter from your present/last employer confirming that you have been relieved from their service (only if applicable).
- Original Service Agreement (made on a stamp paper of value Rs.200/-) duly signed by you and your guarantor in all the pages.
- Copy of Final Vaccination Certificate, if not given earlier.

Any dispute, differences or disagreement arising out of the terms & conditions of this Offer Letter & the Service Agreement entered by you with the Company shall be referred to a Sole Arbitrator nominated by the Company under the provisions of Arbitration & Conciliation Act, 1996, whose decision shall be final and binding. The language of the Arbitration shall be English and the location of the same shall be in Vikhroli, Mumbai.

Please email us a scanned copy of last page (i.e., Page no. 4) of the offer letter with your signature as a token of your acceptance of its terms & conditions, within two days of receipt of this email.

We look forward to your joining Team Godrej for a bright and prosperous career with us.

Yours truly,

For Godrej & Boyce Mfg. Co. Ltd.

Harpreet Kaur
Senior Vice President & Head-
Corporate Personnel & Administration

Encl.: As above

I have gone through the terms and conditions of the aforesaid Offer Letter and the Service Agreement. I hereby agree to abide by the same. I will report for the Corporate Orientation Program on 10/10/2022

Signature: _____ Date: 07/10/22 Mobile Number: 7020629896

Capgemini

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

Superset ID: 1454992

Letter of Intent ("LOI")

Dear Darshan Ushire,

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

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

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

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

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

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

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

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1454992**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1454992**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1454992**

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

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ANNEXURE 1

Darshan Ushire
Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only).** On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only).** Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

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Cognizant

24-Apr-2022

Dear Dnyanu Krishna Dabade,
B.E., Mechanical
AISSMS Group of Institutes

Candidate ID – 19807900

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 only **15 days** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

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

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

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

I Dnyanu Krishna Dabade hereby agree that I have understood the terms and conditions of the current document accepted electronically on Apr 27 2022 9:44AM effective from 2022-08-11

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.

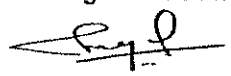
4. Training - Post Joining Cognizant:

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:**

I Dnyanu Krishna Dabade hereby agree that I have understood the terms and conditions of the current document accepted electronically on Apr 27 2022 9:44AM effective from 2022-08-11

Cognizant

Compensation and Benefits

Name: Dnyanu Krishna Dabade **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

Note: The Insurance amount may vary subject to market conditions from time to time.

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

I Dnyanu Krishna Dabade hereby agree that I have perdered to the [illegible] document accepted electronically on Apr 27 2022 9:44AM effective from 2022-08-11

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.

I Dnyanu Krishna Dabade hereby agree that I have understood the terms and conditions of the current document accepted electronically on Apr 27 2022 9:44AM effective from 2022-08-11

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

Dnyanu Krishna Dabade, 23, 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

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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

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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;

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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

I Dnyanu Krishna Dabade hereby agree that I have understood the terms and conditions of the current document accepted electronically on Apr 27 2022 9:44AM effective from 2022-08-11

(9)

Cognizant

Letter of Intent (LOI)

Superset ID: 2211170

January 07, 2022

Dear Dnyanu Krishna Dabade,

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 Analyst 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 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. 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 2 weeks from the date of the LOI. Hence, you are requested to accept or decline the LOI within 2 weeks 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

Mech 2022

(10)

cognizant

12-May-2022

Dear Harshal Sudhakar Deshmukh,
B.E., Mechanical
AISSMS Group of Institutes

Candidate ID – 19808036

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 only **15 days** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

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

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

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship (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:**

Cognizant

29-Jan-2022

Dear Dhope Apurva Shashikant,
B.E., Mechanical
Aissms College Of Engineering

Candidate ID – 19957861

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:**

Cognizant

Compensation and Benefits

Name: Dhope Apurva Shashikant **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

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

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

2021-22
465

(11)

Cognizant

29-Jan-2022

Dear Dhope Apurva Shashikant,
B.E., Mechanical
Aissms College Of Engineering

Candidate ID – 19957861

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:**

(11)

Cognizant

29-Jan-2022

Dear Dhope Apurva Shashikant,
B.E., Mechanical
Aissms College Of Engineering

Candidate ID – 19957861

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:**

Cognizant

Compensation and Benefits

Name: Dhope Apurva Shashikant **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

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

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

2021-22
Mech (12)

Cognizant

Letter of Intent (LOI)

Superset ID: 1460962

January 07, 2022

Dear Siddharth Rajaram Ingale,

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 Analyst 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 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. 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 2 weeks from the date of the LOI. Hence, you are requested to accept or decline the LOI within 2 weeks 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

OFFER Letter Mer

Cognizant

(13)

(13)

24-Apr-2022

Dear Yashraj Amar Jagtap,
B.E., Mechanical
AISSMS Group of Institutes

Candidate ID – 18357836

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 only **15 days** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

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

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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.

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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.

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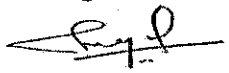
b) You could be deployed into a formal training based on business specific skill track and it can be used as basis towards your allocation to projects/roles.
c) You could be onboarded directly to business and be given on-the- job training, specific to their project or business needs.

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:**

(14)

14

Cognizant

Letter of Intent (LOI)

Superset ID: 2221742

January 07, 2022

Dear Atharva Abhijit Joshi,

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 Analyst 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 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. 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 2 weeks from the date of the LOI. Hence, you are requested to accept or decline the LOI within 2 weeks 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

2021-22
488

Mech.

Cognizant

20-Apr-2022

Dear Atharva Abhijit Joshi,
B.E., Mechanical
AISSMS Group of Institutes

Candidate ID – 19801875

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 only **15 days** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

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

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

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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.

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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:**

Mech (15)

Cognizant

19-Jan-2022

Sachi Shirish Joshi
B.E. Mechanical
AISSMS Group of Institutes

Dear Sachi Shirish Joshi,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months.** Your Internship onboarding will be scheduled anytime between now, through end of March 2022 based on your availability factoring your college exam schedule and our business requirements.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend

payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

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

Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: **Date:**

(15)

Cognizant

Letter of Intent (LOI)

Superset ID: 1449886

January 07, 2022

Dear Sachi Shirish Joshi,

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 Analyst 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 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. 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 2 weeks from the date of the LOI. Hence, you are requested to accept or decline the LOI within 2 weeks 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

Mech. 2021-22

Cognizant

(16)

16

24-Apr-2022

Dear Gaurav Pruthviraj Kad,
B.E., Mechanical
AISSMS Group of Institutes

Candidate ID – 19807994

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 only **15 days** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

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

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

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

(16)

Cognizant

Letter of Intent (LOI)

Superset ID: 1462407

January 07, 2022

Dear Gaurav Pruthviraj Kad,

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 Analyst 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 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. 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 2 weeks from the date of the LOI. Hence, you are requested to accept or decline the LOI within 2 weeks 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

(17)

17.

Cognizant

Letter of Intent (LOI)

Superset ID: 1134322

January 07, 2022

Dear Rutuja Rohit Kalkate,

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 Analyst 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 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. 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 2 weeks from the date of the LOI. Hence, you are requested to accept or decline the LOI within 2 weeks 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

(18)

Cognizant

(8

29-Jan-2022

Dear Aditya Ashok Kamble,
B.E., Mechanical Engineering
Aissms College Of Engineering

Candidate ID – 19940251

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.

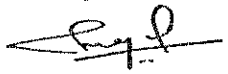
4. Training - Post Joining Cognizant:

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:**

Cognizant

Compensation and Benefits

Name: Aditya Ashok Kamble **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

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

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

Mech. 2021-22 (19)

Cognizant

29-Jan-2022

Dear Kasmalkar Kedar Satish,
B.E., Mechanical
Aissms College Of Engineering

Candidate ID – 19938843

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.

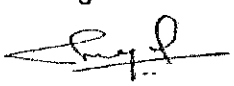
4. Training - Post Joining Cognizant:

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

(19)

Cognizant

Letter of Intent (LOI)

Superset ID: 1420044

January 07, 2022

Dear Kedar Satish Kasmalkar,

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 Analyst 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 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. 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 2 weeks from the date of the LOI. Hence, you are requested to accept or decline the LOI within 2 weeks 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

(20)

Cognizant

Letter of Intent (LOI)

Superset ID: 1626470

January 07, 2022

Dear Ayush Manik Khaire,

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 Analyst 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 401,988/-.** This includes an annual incentive target of **INR 22,500/-.** 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 2 weeks from the date of the LOI. Hence, you are requested to accept or decline the LOI within 2 weeks 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

2021-22 Offer Letter

Cognizant

29-Jan-2022

Dear Kota Rushikesh Manoj,
B.E., Mechanical
Aissms College Of Engineering

Candidate ID – 19938275

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.

(21)

29-Jan-2022

Dear Kota Rushikesh Manoj,
B.E., Mechanical
Aissms College Of Engineering

Candidate ID – 19938275

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:**

2021-22
506

Mech.

Cognizant

22

29-Jan-2022

Dear Aditya Jayesh Kulkarni,
B.E., Mechanical Engineering
Aissms College Of Engineering

Candidate ID – 19958405

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

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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:

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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:**

Cognizant

Compensation and Benefits

Name: Aditya Jayesh Kulkarni **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

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

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

Aditya Jayesh Kulkarni, 22, residing at _____ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

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

RECITAL:

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

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

1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

2. Place of Employment

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

3. No Alternate Employment, No Conflict, Etc.

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

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

4. Confidentiality

a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.
c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.
f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

5. Data Protection

By signing below,
a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

6. Work Schedule

a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.
b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.
c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per

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

7. Background Check

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

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

8. Compliance with Company Policies

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

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

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

9. Non-Compete and Non-Solicit Restrictions

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

Sign: _____
Name:

Aditya Jayesh Kulkarni

Sign: _____
Name:

2020-21 Mech. (23)

Reject

Cognizant

02-May-2022

Dear Ajinkya Bhaskar Maslekar,
B.E., Mechanical
AISSMS Group of Institutes

Candidate ID – 19807754

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 only **15 days** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant.

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

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

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) programs. These programs

I Ajinkya Bhaskar Maslekar hereby agree and understood the terms and conditions of the offer
document accepted electronically on May 12 2022 12:11AM effective from 2022-08-25

focuses primarily on technical skills development. You could enroll in either of these as per you, 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: 25/8/2022

I Ajinkya Bhaskar Maslekar hereby agree that I have understood the terms and conditions of the current document accepted electronically on May 12 2022 12:11AM effective from 2022-08-25

Cognizant

Compensation and Benefits

Name: Ajinkya Bhaskar Maslekar **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
	Annual Gross Compensation		359,988
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		382,488
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		401,988

Note: The Insurance amount may vary subject to market conditions from time to time.

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

I Ajinkya Bhaskar Maslekar [illegible] document accepted electronically on May 12 2022 12:11AM effective from 2022-08-25

(23)

Cognizant

Letter of Intent (LOI)

Superset ID: 1475380

January 07, 2022

Dear AJINKYA BHASKAR MASLEKAR,

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 Analyst 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 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. 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 2 weeks from the date of the LOI. Hence, you are requested to accept or decline the LOI within 2 weeks 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

2021-22
539

Mech.

Cognizant

(24)

02-May-2022

Dear Parag Suresh Patil,
B.E., Mechanical
AISSMS Group of Institutes

Candidate ID – 19791675

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 only **15 days** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

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

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

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

I Parag Suresh Patil hereby agree that I have understood the terms and conditions of the current document accepted electronically on May 15 2022 2:51PM effective from 2022-08-11

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.

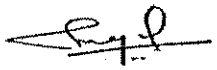
4. Training - Post Joining Cognizant:

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:**

I Parag Suresh Patil hereby agree that I have understood the terms and conditions of the current document accepted electronically on May 15 2022 2:51PM effective from 2022-08-11

Cognizant

Compensation and Benefits

Name: Parag Suresh Patil **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

Note: The Insurance amount may vary subject to market conditions from time to time.

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

I Parag Suresh Patil hereby agree that above, under section 10 of the Indian Act, 2000 document accepted electronically on May 15 2022 2:51PM effective from 2022-08-11

(25)

Cognizant

18-Jan-2022

Gauri Shrikant Sakhare
B.E. Mechanical
AISSMS Group of Institutes

Dear Gauri Shrikant Sakhare,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months.** Your Internship onboarding will be scheduled anytime between now, through end of March 2022 based on your availability factoring your college exam schedule and our business requirements.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend

payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

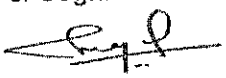
You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

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



Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: **Date:**

Mech 2022

Cognizant

(26)

29-Jan-2022

Dear Vikas Kumar Paroha,
B.E., Mechanical Engineering
Aissms College Of Engineering

Candidate ID – 17960207

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:**

Cognizant

Compensation and Benefits

Name: Vikas Kumar Paroha **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

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

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.

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

Vikas Kumar Paroha, 22, residing at _____ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

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

RECITAL:

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

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

1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

2. Place of Employment

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

3. No Alternate Employment, No Conflict, Etc.

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

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

4. Confidentiality

a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.
c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.
f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

5. Data Protection

By signing below,
a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

6. Work Schedule

a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.
b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.
c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per

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

7. Background Check

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

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

8. Compliance with Company Policies

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

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

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

9. Non-Compete and Non-Solicit Restrictions

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

Sign: _____
Name:

Vikas Kumar Paroha

Sign: _____
Name:

Mech. offer letter

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KPIT

Offer Letter and Terms of Employment
Date: 30.09.2022

Dear **Vijay Pravin Pawar**,

At the outset, we would like to extend our sincere thanks for exploring career opportunities with KPIT. Further to our discussions, we are delighted to extend you an offer of employment.

This offer is based on your profile, relevant work experience and performance in the selection process.

- Designation: **Trainee**
- Grade: **A Grade**
- Base Location: **PuneHinj-Phase3**
- Joining Date: **14.11.2022**

Your Total Target Compensation including all benefits will be INR 400,000.00/- (Four Lakh) per annum. Annexure A provides a detailed break-up of the compensation package.

You shall be governed by the terms and conditions of service during your employment with KPIT as per existing policies and those that may be amended from time to time.

Kindly confirm your acceptance in writing within 7 days from the date of this offer beyond which this offer is considered null and void. Your offer is subject to a positive background check and in case the background check comes out negative, company reserves the right to terminate your services with immediate effect.

You will be eligible for Gratuity, Mediclaim and Group Personal Accident Insurance benefits as per the company policy. The duly signed appointment letter will be issued to you on the first day of your joining at KPIT only upon submitting your valid testimonials and related joining formalities.

A new assignment, work place and colleagues, await you to jump start to achieve the company's vision of building a global Mobility Organization. Work life at KPIT is all about mobility, enabling our customers by accelerating implementation of next generation mobility technologies. We value fun as an integral part of our culture.

As a token of your acceptance of the above terms and conditions of the offer, please sign the duplicate copy of this letter and indicate the date on which you can begin your employment with us.

Yours Sincerely,
For: KPIT Technologies Limited

Rahul Uplap
Associate Vice President
Global Head - Education & Competency Development (ECoDe)

Cognizant

18-Jan-2022

Vijay Pravin Pawar
B.E. Mechanical
AISSMS Group of Institutes

Dear Vijay Pravin Pawar,

Further to our Letter of Intent / Offer for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an Internship with us for **a period of 3 to 6 months.** Your Internship onboarding will be scheduled anytime between now, through end of March 2022 based on your availability factoring your college exam schedule and our business requirements.

During this period, you will be provided with a stipend of INR 12,000 per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Actual commencement of Internship dates and duration would be shortly communicated to you and the internship would be based on the business demand aligned to your skill tracks.

Though Cognizant Internship being a pre- requisite skill and capability development program, it does not guarantee employment. However, the successful completion of internship will form a critical part of your employment with Cognizant if an opportunity arises in future.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. In the event of unsatisfactory Internship, Cognizant reserves rights at its sole discretion to revoke its employment offer.

Please also note that:

- The Internship timings would be for 9 hours per day from Monday through Friday aligned to the working timings followed in Cognizant
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship. Any such incident reported will lead to immediate cancellation of internship without any notice.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship program
- Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time
- Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion.
- Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend

payment and tenure spent will not guarantee your monthly stipend payment.

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.

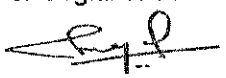
You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa
- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

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



Maya Sreekumar
Vice President - Human Resource

I accept the terms and conditions of the internship program as mentioned above.

Signature: **Date:**

BE Mech 2021-22 (38)

Fleetguard™ Filtrum™

5th September 2022 HRD/Sept22/22

OFFER OF EMPLOYMENT

Sudhanshu Patil
C/O Balaso Patil, Post Box No-6, D-3, GMRT Colony,
Narayangaon, Pune-410504.

Dear Mr. Sudhanshu Patil,

This refers to your application and subsequent interview / s you had with us. We are pleased to offer you the position of "Trainee (GET)" for a period of 12 months.

Your gross per annum compensation (inclusive of PF, Bonus/Ex-gratia & other annual benefits) will be Rs. 4,41,600 /- (Rupees Four Lakhs Forty-One Thousand Six Hundred only). The detailed break-up of the same is attached. (Refer Annexure)

Your appointment letter specifying the terms and conditions of employment will be given to you after you complete the joining formalities.

As per our corporate policy, you will be required to sign a non-compete confidentiality agreement at the time of your joining. You will also have to undergo a medical examination at one of our approved hospitals prior to your date of joining.

Please return the duplicate copy duly signed by you as a token of your acceptance of the offer.

This offer of employment is valid for 7 days from the date, which you have communicated as your date of joining the company. If you do not report/join within 7 days from the date which has been communicated by you to the company, then this offer of employment stands cancelled automatically.

As an organisation policy, we perform a background verification check for every new candidate. After joining our organization, you shall not engage yourself in any other job, employment, part time occupation, trade or business. (refer company's code of conduct policy at the time of joining). If any discrepancies are found in the provided data, the organisation has every right to cancel the appointment at any point of time.

Yours sincerely,
For Fleetguard Filters Pvt. Ltd.

Niranjan Kirloskar
Managing Director

Offer Accepted

Sd/-

Fleetguard

Filtrum

Annexure

Employee Name :	Sudhanshu Patil	
Designation / Grade :	Trainee (GET)/ TR1	
A	Component Details	Amount
Sr No	Monthly Payables	In Rupees
1	Basic Salary/Stipend	15,000.00
2	Misc. Allowance	20,000.00
Total Gross Per Month		35,000.00
B	Annual payables	
1	Employer Contribution to PF	21,600.00
	CTC (A+B)	4,41,600.00
Benefits other than CTC		
Gratuity is payable only after completion of 5 years of continuous service (Provision as per Gratuity Act).		
Hospitalization Benefit = GPAP benefit for employee self and mediclaim coverage is provided for self and dependents.		
Statutory Deductions		
Employee contribution to Provident Fund will be deducted as per applicable PF rules.		
Taxation will be governed by the Income tax rule as per applicable tax slab/s.		
**Above compensation figures are strictly confidential and should not be disclosed to anyone in the organization.		

Fleetguard Filters Private Limited

Ultimate Protection Increases Engine Life

Fleetguard®

Filtrum™

5th September 2022 HRD/Sept22/05

OFFER OF EMPLOYMENT

Akash Kakade
338/5 12B Postal Colony,
Karve Naka, Karad.

Dear Mr. Akash Kakade,

This refers to your application and subsequent interview / s you had with us. We are pleased to offer you the position of **"Trainee (GET)"** for a period of 12 months.

Your gross per annum compensation (inclusive of PF, Bonus/Ex-gratia & other annual benefits) will be **Rs. 4,41,600 /-** (Rupees Four Lakhs Forty-One Thousand Six Hundred only). The detailed break-up of the same is attached. (Refer Annexure)

Your appointment letter specifying the terms and conditions of employment will be given to you after you complete the joining formalities.

As per our corporate policy, you will be required to sign a non-compete confidentiality agreement at the time of your joining. You will also have to undergo a medical examination at one of our approved hospitals prior to your date of joining.

Please return the duplicate copy duly signed by you as a token of your acceptance of the offer.

This offer of employment is valid for 7 days from the date, which you have communicated as your date of joining the company. If you do not report/join within 7 days from the date which has been communicated by you to the company, then this offer of employment stands cancelled automatically.

As an organisation policy, we perform a background verification check for every new candidate. After joining our organization, you shall not engage yourself in any other job, employment, part time occupation, trade or business. (refer company's code of conduct policy at the time of joining). If any discrepancies are found in the provided data, the organisation has every right to cancel the appointment at any point of time.

Yours sincerely,
For Fleetguard Filters Pvt. Ltd.

Niranjan Kirloskar
Managing Director

Fleetguard®

Filtrum™

Annexure

Employee Name :	Akash Kakade	
Designation / Grade :	Trainee (GET)/ TR1	
A	**Component Details**	**Amount**
Sr No	**Monthly Payables**	**In Rupees**
1	Basic Salary/Stipend	15,000.00
2	Misc. Allowance	20,000.00
Total Gross Per Month		**35,000.00**
B	**Annual payables**	
1	Employer Contribution to PF	21,600.00
CTC (A+B)		**4,41,600.00**

Benefits other than CTC
Gratuity is payable only after completion of 5 years of continuous service (Provision as per Gratuity Act).
Hospitalization Benefit = GPAP benefit for employee self and mediclaim coverage is provided for self and dependents.
Standard Deductions
Employee contribution to Provident Fund will be deducted as per applicable PF rules.
Taxation will be governed by the Income tax rule as per applicable tax slab/s.
****Above compensation figures are strictly confidential and should not be disclosed to anyone in the organization.**

Fleetguard Filters Private Limited

Corporate Identification No. U29197MH1987PTC042672

Regd. Office: 136, Park Marina Road, Baner, Pune - 411 045 Maharashtra, India. Tel.: +91 20 6717 9111/222, +91 20 3997 0111/222
Fax: +91 20 3997 0333 | Email: marketing@fleetguard-filtrum.com | Website: www.fleetguard-filtrum.com

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Repeat
Offer letter

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info@godrej.com
www.godrej.com
CIN U28993MH1932PLC001828

Corporate Personnel & Administration Dept.

Ref: HK/P&A/CAMPUS-OFFER'2022-23/CN-349

30th September 2022

Dear Mr. Gaurav,

Greetings from Godrej!

We are delighted to have you coming on board on **10th October 2022.**

We are sure that you are keenly looking forward to what's in store for you upon your joining us.

To make your transition in Godrej smooth, we have planned a comprehensive Corporate Orientation Program at our Vikhroli Establishment in Mumbai.

Your portfolio / assignment and the place of posting will be shared with you after the Corporate Orientation Program.

To enrich you with knowledge, learning, skills and experience during the traineeship, you will be undergoing a structured Training Program comprising of learning inputs in a phased manner:

Phase I (At the time of Joining): - Corporate Orientation Program, followed by:

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

Phase II (Mid-Year): - Developmental Program(s)

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

Phase III (Upon completion of the Training): - Organization Level Development Programs (Common for all) followed by:

- Advanced Programme of Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

When you take up the assignment, we have earmarked for you, you will have a `buddy' to help and guide you in the initial days. Please feel free to speak to / write to us for any information that you may need:

Ms. Rachna Bhuse (rachna@godrej.com, Mobile: 9821490425)
Ms. Leenat Sawar (leenat@godrej.com, Mobile: 8169960727)

We look forward to you becoming part of the exciting growth journey at Godrej!

With best wishes,

HKaur

Harpreet Kaur
Senior Vice President & Head-
Corporate Personnel & Administration

Encl.: Offer Letter

Godrej

Godrej & Boyce Mfg. Co. Ltd.
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Corporate Personnel & Administration Dept.

Ref: HK/P&A/CAMPUS-OFFER'2022-23/CN-349

30th September 2022

Mr. Gaurav Rajendra Mane
C – 302, Tulsi LandMark,
Sec-11, Spine Road, Moshi
Pradhikaran.
Pune – 411019
Mob: 9158487470

TR CAT: C-200

OFFER LETTER

Dear Mr. Gaurav,

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your selection as **Graduate Engineer Trainee** in our Organization. Your appointment is covered under the provisions of **The Apprentices Act, 1961 and its subsequent amendments thereto.** The terms & conditions are as given below:

1. **Place of Posting & Period of Training:**

   Your initial place of posting will be at our Vikhroli Establishment, Mumbai. The training period will be for a period of twelve (12) months from your date of joining, i.e., **with effect from 10th October 2022.**

2. **Consolidated stipend:**

   You will be paid an All-inclusive Consolidated Stipend of **Rs. 36,000/- (Rupees Thirty-Six Thousand only)** per month.

   (In the event of any legislation being enacted/made applicable treating the above mentioned "Consolidated Stipend' as "Salary" for the purpose of calculating Provident Fund, Gratuity, House Rent Allowance, Medical or any other direct / indirect benefit or contribution etc., then in such an event, the said "Consolidated Stipend' shall stand adjusted / modified to the extent so that there is no additional financial burden on the Company on this count i.e., the stipend payable to you by the Company, inclusive of all statutory, direct / indirect benefits or contributions, shall not exceed the above mentioned Consolidated Stipend per month).

3. **Leave Entitlement:**

   You will be eligible for Leave as per the Leave Rules of the Organisation applicable to the trainees covered under The Apprentices Act, 1961. The same is subject to change from time to time.

4. **General terms & conditions:**

a) Although it is not mandatory and / or obligatory on the part of the Company to offer you employment upon completion of the training period, you will be considered for any suitable opening that may arise / exists at that point in time, subject to your overall performance, attitude, conduct, attendance & punctuality besides meeting the requisite selection criteria.

b) As a part of the terms and conditions mentioned in this Offer Letter, you will be required to sign a Service Agreement for a period of two years (one year as a Trainee and one year subject to being absorbed in regular employment upon successful completion of the training period).

We are enclosing the soft copy of the Service Agreement which you are required to prepare on a **Stamp Paper of value Rs.200/-** and submit the duly filled-in and signed (by you and the guarantor) Agreement on your date of joining. Please note that it is mandatory to carry the Service Agreement on your date of joining along with the Offer acceptance copy.

Contd....(2)

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Vikhroli, Mumbai 400 079, India
Tel: +91-22-6796 1700 / 1800
info@godrej.com
www.godrej.com
CIN U28993MH1932PLC001828

Mr. Gaurav Rajendra Mane, Pune - 411019.

c) During the training period, you will not be eligible for any Variable Pay (viz., Performance Pay, Sales / Service Incentives etc.).

d) Your selection as a trainee is subject to you being found medically fit by the Company's Medical Officer or by a Medical Practitioner of Company's choice.

e) While your initial place of training / posting will be at our Vikhroli Establishment, you are liable to be transferred to any of the Company's Establishments / Upcountry Manufacturing Plants / Project Site Office within the territory of India during your training period and/or thereafter and the same will not have any impact on your Consolidated Monthly Stipend. You will be adhering to six days per week work schedule. The salary/stipend disbursement is on the 10th day of every month.

f) The Management shall decide your Function (Profile), Division and the Place of Posting as per the business need and exigencies, and the same shall be communicated to you during the Corporate Orientation Program. The Management's decision in this regard shall be final and binding on you.

g) If and when it is required to impart training to you on a non-working day, you will be required to report for training on such days for which you will be given compensatory off. Similarly, as and when required, you may be called upon to report in second shifts when specific / special training opportunities are available.

h) If you wish to resign from the traineeship of the Company, the notice period is one month during the training period, and you will be permitted to do so subject to your fulfilling the terms & conditions as per the Service Agreement signed by you. The Company reserves the right not to accept the notice period depending upon business needs and requirements. In case you leave the traineeship without fulfilling the terms & conditions as applicable to you, the Management reserves the right to initiate appropriate proceedings as per law.

i) Your traineeship can be terminated by the Company at any time by giving you one month notice. Upon successful completion of the training and after absorption in regular employment, the notice period is three months on either side.

j) The Company reserves the right to terminate your traineeship / employment at any time without notice or payment in lieu thereof if you are found guilty of absence from duty without prior intimation and/or permission for a continuous period of seven days or more, insubordination, non-performance, low productivity, disclosing confidential data or information pertaining to the Company, bonafide loss of confidence, misappropriation of Company's funds, causing damage to the property of the Company, non-compliance of Company rules & regulations besides omission / commission of any act on your part which may be prejudicial to the interest of the Organization.

In case you need further information about the pre-joining / joining process, please contact Mr. S G Kannan (Mobile 9820506928, Email id: sgkanan@godrej.com) or Ms. Aliamma (Mobile 9867066396 Email id: aliamma@godrej.com).

Contd.... (3)

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Mr. Gaurav Rajendra Mane, Pune - 411019.

5. **Qualification Clause (Declaration of Final Year / Semester Results):**
If your selection is being made prior to the declaration of the final semester results of the examination for which you have recently appeared, you are required to inform the Company about the results immediately upon declaration of the same by the University / Institute. You shall submit a copy of the mark sheet / certificate issued by the Institute / University as documentary evidence and produce the original for verification. In case, you do not pass the said degree / diploma examination, your selection / appointment will be deemed to be automatically terminated without notice or payment in lieu of notice with effect from the date of the declaration of the result at the discretion of the Management. Further, if you are unable to submit the official documentary evidence in support of you having secured a final pass in the aforesaid examination prior to the completion of the training period, your appointment will automatically stand terminated without notice at the end of the training period at the discretion of the Management.

6. **Submission of False Documents:**
If at any time in future, the documents submitted by you pertaining to your date of birth, residence, family details, educational qualification and/or external work experience etc are found to be false / incorrect, the Company reserves the right to terminate your appointment forthwith besides initiating necessary legal proceedings against you as per law.

7. **Code of Conduct:**
You will be bound by the Company's Code of Business Conduct & Ethics as applicable from time to time and will be required to sign the `Code of Business Conduct & Ethics upon your joining the Company. In addition, you will be required to sign an `Employee Non-Disclosure & Confidentiality Agreement' upon your joining the Organization, which aims to protect the intellectual proprietary rights and business information of the Company and its clients / business associates.

8. **Conflict of Interest:**
You are expected to carry out your duties and responsibilities diligently, and shall always, safeguard the interest of the Company. During your traineeship / employment in our Company, you are required to devote yourself exclusively to the services of the Company and you shall not undertake yourself directly or indirectly with any business, duties or outside work, either part time or full time, without the prior express permission of the Management. The Company regards conflict of interest as a severe offence, which may lead to strict disciplinary action, including termination of your traineeship / employment without notice.

9. **Indemnity:**
You shall indemnify the Company against any loss / damage, proceedings which the Company may suffer due to any wrongful acts, negligence and/or gross dereliction of duties on your part. Such indemnity shall not prejudice the right of the Company to terminate your traineeship / employment on such count or the right of the Company to seek other remedies which the Company may have to make good the loss / damage suffered.

10. The Company reserves the right to add to, amend or vary the forgoing terms and conditions as and when found necessary.

The formal Letter of Appointment will be issued to you upon completion of the Corporate Orientation Program.

Contd....(4)

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www.godrej.com
CIN U28993MH1932PLC001828

Mr. Gaurav Rajendra Mane, Pune - 411019.

Please report for the Corporate Orientation Program commencing on **Monday, 10th October 2022** at **8.45 a.m.** at the following venue:

Godrej & Boyce Mfg. Co. Ltd.
Room No.317, Plant 13 Annexe, 3rd Floor
Pirojshanagar, Vikhroli East, Mumbai 400 079.

Please bring the following with you, when you report for the Corporate Orientation Program:

- All certificates and marksheet in original pertaining to your educational qualification, along with one set of photocopies (S.S.C. or School Leaving Certificate to be submitted as documentary evidence for date of birth).
- Three passport size photographs (in professional attire)
- Photocopy of PAN Card and Aadhar Card.
- Letter from your present/last employer confirming that you have been relieved from their service (only if applicable).
- Original Service Agreement (made on a stamp paper of value Rs.200/-) duly signed by you and your guarantor in all the pages.
- Copy of Final Vaccination Certificate, if not given earlier.

Any dispute, differences or disagreement arising out of the terms & conditions of this Offer Letter & the Service Agreement entered by you with the Company shall be referred to a Sole Arbitrator nominated by the Company under the provisions of Arbitration & Conciliation Act, 1996, whose decision shall be final and binding. The language of the Arbitration shall be English and the location of the same shall be in Vikhroli, Mumbai.

Please email us a scanned copy of last page (i.e., Page no. 4) of the offer letter with your signature as a token of your acceptance of its terms & conditions, within two days of receipt of this email.

We look forward to your joining Team Godrej for a bright and prosperous career with us.

Yours truly,

For Godrej & Boyce Mfg. Co. Ltd.

Harpreet Kaur

Harpreet Kaur
Senior Vice President & Head-
Corporate Personnel & Administration

Encl.: As above

I have gone through the terms and conditions of the aforesaid Offer Letter and the Service Agreement. I hereby agree to abide by the same. I will report for the Corporate Orientation Program on 09-10-22.

Signature: _____ Date: 02-10-22 Mobile Number: 9158487470

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Godrej & Boyce Mfg. Co. Ltd.
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Corporate Personnel & Administration Dept.

Ref: HK/P&A/CAMPUS-OFFER'2022-23/CN-87

16th August 2022

Dear Mr. Omkar Shede,

Greetings from Godrej!

We are delighted to have you coming on board on **22nd August 2022.**

We are sure that you are keenly looking forward to what's in store for you upon your joining us.

To make your transition in Godrej smooth, we have planned a comprehensive Corporate Orientation Program at our Vikhroli Establishment in Mumbai.

Your portfolio / assignment and the place of posting will be shared with you after the Corporate Orientation Program.

To enrich you with knowledge, learning, skills and experience during the traineeship, you will be undergoing a structured Training Program comprising of learning inputs in a phased manner:

Phase I (At the time of Joining): - Corporate Orientation Program, followed by:

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

Phase II (Mid-Year): - Developmental Program(s)

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

Phase III (Upon completion of the Training): - Organization Level Development Programs (Common for all) followed by:

- Advanced Programme of Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

When you take up the assignment, we have earmarked for you, you will have a 'buddy' to help and guide you in the initial days. Please feel free to speak to / write to us for any information that you may need:

Ms. Rachna Bhuse (rachna@godrej.com, Mobile: 9821490425)
Ms. Leenat Sawar (leenat@godrej.com, Mobile: 8169960727)

We look forward to you becoming part of the exciting growth journey at Godrej!

With best wishes,

Harpreet Kaur
Senior Vice President & Head-
Corporate Personnel & Administration
Encl.: Offer Letter

Godrej & Boyce Mfg. Co. Ltd.
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Corporate Personnel & Administration Dept.

Ref: HK/P&A/CAMPUS-OFFER'2022-23/CN-87

16th August 2022

Mr. Omkar Satish Shede
S. No. 5/2/3/1
Sadashiv Dangat Nagar
Ambegaon (B.K), Navale Bridge
Pune - 411046
Mob: 8668944953

TR CAT: C-200

OFFER LETTER

Dear Mr. Omkar Shede,

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your selection as **Graduate Engineer Trainee** in our Organization. Your appointment is covered under the provisions of **The Apprentices Act, 1961 and its subsequent amendments thereto.** The terms & conditions are as given below:

1. **Place of Posting & Period of Training:**

   Your initial place of posting will be at our Vikhroli Establishment, Mumbai. The training period will be for a period of twelve (12) months from your date of joining, i.e., **22nd August 2022.**

2. **Consolidated stipend:**

   You will be paid an All-inclusive Consolidated Stipend of **Rs.36,000/- (Rupees Thirty-Six Thousand only)** per month.

   (In the event of any legislation being enacted/made applicable treating the above mentioned "Consolidated Stipend' as "Salary" for the purpose of calculating Provident Fund, Gratuity, House Rent Allowance, Medical or any other direct / indirect benefit or contribution etc., then in such an event, the said "Consolidated Stipend' shall stand adjusted / modified to the extent so that there is no additional financial burden on the Company on this count i.e., the stipend payable to you by the Company, inclusive of all statutory, direct / indirect benefits or contributions, shall not exceed the above mentioned Consolidated Stipend per month).

3. **Leave Entitlement:**

   You will be eligible for Leave as per the Leave Rules of the Organisation applicable to the trainees covered under The Apprentices Act, 1961. The same is subject to change from time to time.

4. **General terms & conditions:**

a) Although it is not mandatory and / or obligatory on the part of the Company to offer you employment upon completion of the training period, you will be considered for any suitable opening that may arise / exists at that point in time, subject to your overall performance, attitude, conduct, attendance & punctuality besides meeting the requisite selection criteria.

b) As a part of the terms and conditions mentioned in this Offer Letter, you will be required to sign a Service Agreement for a period of two years (one year as a Trainee and one year subject to being absorbed in regular employment upon successful completion of the training period).

We are enclosing the soft copy of the Service Agreement which you are required to prepare on a **Stamp Paper of value Rs.200/-** and submit the duly filled-in and signed (by you and the guarantor) Agreement on your date of joining. Please note that it is mandatory to carry the Service Agreement on your date of joining along with the Offer acceptance copy.

Contd....(2)

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CIN U28993MH1932PLC001828

Mr. Omkar Satish Shede, Pune - 411046

c) During the training period, you will not be eligible for any Variable Pay (viz., Performance Pay, Sales / Service Incentives etc.).

d) Your selection as a trainee is subject to you being found medically fit by the Company's Medical Officer or by a Medical Practitioner of Company's choice.

e) While your initial place of training / posting will be at our Vikhroli Establishment, you are liable to be transferred to any of the Company's Establishments / Upcountry Manufacturing Plants / Project Site Office within the territory of India during your training period and/or thereafter and the same will not have any impact on your Consolidated Monthly Stipend. You will be adhering to six days per week work schedule. The salary/stipend disbursement is on the 10th day of every month.

f) The Management shall decide your Function (Profile), Division and the Place of Posting as per the business need and exigencies, and the same shall be communicated to you during the Corporate Orientation Program. The Management's decision in this regard shall be final and binding on you.

g) If and when it is required to impart training to you on a non-working day, you will be required to report for training on such days for which you will be given compensatory off. Similarly, as and when required, you may be called upon to report in second shifts when specific / special training opportunities are available.

h) If you wish to resign from the traineeship of the Company, the notice period is one month during the training period, and you will be permitted to do so subject to your fulfilling the terms & conditions as per the Service Agreement signed by you. The Company reserves the right not to accept the notice period depending upon business needs and requirements. In case you leave the traineeship without fulfilling the terms & conditions as applicable to you, the Management reserves the right to initiate appropriate proceedings as per law.

i) Your traineeship can be terminated by the Company at any time by giving you one month notice. Upon successful completion of the training and after absorption in regular employment, the notice period is three months on either side.

j) The Company reserves the right to terminate your traineeship / employment at any time without notice or payment in lieu thereof if you are found guilty of absence from duty without prior intimation and/or permission for a continuous period of seven days or more, insubordination, non-performance, low productivity, disclosing confidential data or information pertaining to the Company, bonafide loss of confidence, misappropriation of Company's funds, causing damage to the property of the Company, non-compliance of Company rules & regulations besides omission / commission of any act on your part which may be prejudicial to the interest of the Organization.

In case you need further information about the pre-joining / joining process, please contact Mr. S G Kannan (Mobile 9820506928, Email id: sgkanan@godrej.com) or Ms. Aliamma (Mobile 9867066396 Email id: aliamma@godrej.com).

Contd.... (3)

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CIN U28993MH1932PLC001828

Mr. Omkar Satish Shede, Pune - 411046

5. **Qualification Clause (Declaration of Final Year / Semester Results):**

   If your selection is being made prior to the declaration of the final semester results of the examination for which you have recently appeared, you are required to inform the Company about the results immediately upon declaration of the same by the University / Institute. You shall submit a copy of the mark sheet / certificate issued by the Institute / University as documentary evidence and produce the original for verification. In case, you do not pass the said degree / diploma examination, your selection / appointment will be deemed to be automatically terminated without notice or payment in lieu of notice with effect from the date of the declaration of the result at the discretion of the Management. Further, if you are unable to submit the official documentary evidence in support of you having secured a final pass in the aforesaid examination prior to the completion of the training period, your appointment will automatically stand terminated without notice at the end of the training period at the discretion of the Management.

6. **Submission of False Documents:**

   If at any time in future, the documents submitted by you pertaining to your date of birth, residence, family details, educational qualification and/or external work experience etc are found to be false / incorrect, the Company reserves the right to terminate your appointment forthwith besides initiating necessary legal proceedings against you as per law.

7. **Code of Conduct:**

   You will be bound by the Company's Code of Business Conduct & Ethics as applicable from time to time and will be required to sign the `Code of Business Conduct & Ethics upon your joining the Company. In addition, you will be required to sign an `Employee Non-Disclosure & Confidentiality Agreement' upon your joining the Organization, which aims to protect the intellectual proprietary rights and business information of the Company and its clients / business associates.

8. **Conflict of Interest:**

   You are expected to carry out your duties and responsibilities diligently, and shall always, safeguard the interest of the Company. During your traineeship / employment in our Company, you are required to devote yourself exclusively to the services of the Company and you shall not undertake yourself directly or indirectly with any business, duties or outside work, either part time or full time, without the prior express permission of the Management. The Company regards conflict of interest as a severe offence, which may lead to strict disciplinary action, including termination of your traineeship / employment without notice.

9. **Indemnity:**

   You shall indemnify the Company against any loss / damage, proceedings which the Company may suffer due to any wrongful acts, negligence and/or gross dereliction of duties on your part. Such indemnity shall not prejudice the right of the Company to terminate your traineeship / employment on such count or the right of the Company to seek other remedies which the Company may have to make good the loss / damage suffered.

10. The Company reserves the right to add to, amend or vary the forgoing terms and conditions as and when found necessary.

Contd....(4)

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Mr. Omkar Satish Shede, Pune - 411046

Please bring the following with you, when you report for the Corporate Orientation Program:

- All certificates and marksheets in original pertaining to your educational qualification, along with one set of photocopies of the same (SSC or School Leaving Certificate to be submitted as documentary evidence of your date of birth).
- Five passport size photographs (in professional attire)
- Photocopy of PAN Card and Aadhar Card.
- Letter from your present / last employer, if applicable, confirming that you have been relieved from their services.
- Original Service Agreement (made in Stamp Paper of value Rs.200/-) duly signed by you and your guarantor.
- Vaccination Certificate (Final).

The formal Letter of Appointment will be issued to you upon completion of the Corporate Orientation Program.

Any dispute, differences or disagreement arising out of the terms & conditions of this Offer Letter & the Service Agreement entered by you with the Company shall be referred to a Sole Arbitrator nominated by the Company under the provisions of Arbitration & Conciliation Act, 1996, whose decision shall be final and binding. The language of the Arbitration shall be English and the location of the same shall be in Vikhroli, Mumbai.

Please email us a scanned copy of last page (i.e., Page no. 4) of the offer letter with your signature as a token of your acceptance of its terms & conditions, within two days of receipt of this email.

We look forward to your joining Team Godrej for a bright and prosperous career with us.

Yours truly,

For Godrej & Boyce Mfg. Co. Ltd.

Harpreet Kaur
Senior Vice President & Head-
Corporate Personnel & Administration

Encl.: Service Agreement

I have gone through the Terms & Conditions of the aforesaid Letter of Offer and the Service Agreement. I hereby agree to abide by the said terms & conditions. I will report for training on _____.

Signature: _____ Date: _____ Mobile No.: _____

2021-22
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IDAC
Integrated Design & Analysis Consultants

Finite Element Analysis &
Computational Fluid Dynamics
Consultants

Mr Samarth Ghodake

Pune, India

3rd June 2022

Dear Samarth,

Following our recent discussions I am pleased to offer you the position of Engineering Analyst at IDAC India (Pvt) Ltd, on annual fixed salary and a variable bonus depending upon company and individual performance, starting on 1st July 2022.

It is currently envisaged that you will work 45 hours per week.

A copy of the company handbook referred to in the statement of terms, will be available for you when you start work.

This offer is subject to the following:

- Satisfactory references
- A 6 months probationary period during which we will be on a mutual notice period of 1 month
  After successfully completion of probationary period, it will be 3 months' notice from both sides

To indicate your acceptance of this Offer of Employment, please could you sign two copies of this letter, keep one for your records and return the other to me prior to your commencement date. When you start, you will need to sign you statement of terms and return a copy to me.

Should you have any queries relating to any areas outlined above, please do not hesitate to contact me. I look forward to working with you and making 2022-2023 a successful year for IDAC.

Yours sincerely,

Dr Kiran Bhagate
Director

Signed, on behalf of IDAC: KaBhagate ..... Dated: 03/06/2022.....

Signed (Employee): ..... Dated: .....

Reg. Office:

B&S House, 29/8, Sharad Housing Society,
Off Senapati Bapat Road, Pune - 411 016

Contact:

IDAC India Pvt Ltd
3rd Floor, Business Squre, Plot 57, Mayur Colony,
Tel: +91(0)20 6500 8885
Kothrud, Pune – 411 038
India

Email: info@idacindia.co.in
Homepage: www.idacindia.co.in

CIN - U72900PN2013PTC149794

2021-22
510

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LEADING BOLDLY

KOHLER POWER INDIA PRIVATE LIMITED

KOHLER®

(FORMERLY: LOMBARDINI INDIA PRIVATE LIMITED)
CORP. OFFICE: No. 701, 702, 7TH FLOOR, PENTAGON TOWER P5, MAGARPATTA CITY, HADAPSAR, PUNE 411013, MAHARASHTRA, INDIA
+91 (20) 66497101 CIN: U74110MH2001PTC131781 GSTN: 27AACCL6740M1Z7

September 5, 2022

Yashashree Kulkarni,

C105, Sai Sanskruti app
BAIF road, Wagholi
Pune 412207

Dear Yashashree,

We have pleasure in offering you an appointment as "GET – Project Management" in "Project Management" based at India Technical Center Pune in Kohler Power India Private Limited formerly (Lombardini India Private Limited). The terms and conditions of your appointment are as follows: -

1. APPOINTMENT AND REPORTING: -

You are required to join on or before **September 5, 2022**. The terms and conditions of your appointment as specified herein below shall be effective from your date of joining. You will initially report to **Rambhau Pujari, DM Project Management** at the Company but your reporting is liable to change at the discretion of the Company.

2. EMOLUMENTS AND TAXES: -

You will be paid remuneration as per the details provided in Annexure 'A' annexed hereto.

You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere, which may result from your remuneration. Notwithstanding the foregoing, the Company shall be entitled to deduct from your remuneration, income-tax and such other taxes and levies which are liable to deduct at source under law for the time being in force.

3. TERMINATION: -

3.1 Your services may be terminated by the Management at any time by giving three (03) months' written notice or Basic Salary (as specified in Annexure A) in lieu thereof without assigning any reasons. You can also leave service of the Company subject to giving three (03) months' notice in writing to the Company. Your resignation is effective only after being accepted by the Company in writing. The purpose of enforcing the notice period is to effectuate a proper handover of charge to the satisfaction of the Company. The Company may not release you from your charge till proper handover is done by serving the notice period.

5. GENERAL EMPLOYMENT OBLIGATIONS: -

5.1 During your employment with the Company, you shall not be engaged, concerned or interested directly or indirectly in any other occupation, business or employment whatsoever (either for remuneration or on a honorary basis), and shall devote your whole time, attention and abilities exclusively to the performance of your duties and shall faithfully serve the Company and use your best endeavor to promote the interest and business thereof.

5.2 You shall be governed by the service rules and regulations of the Company, as amended by the Management, from time to time including the Corporate Ethics and Business Conduct Policies and procedures, Non-Compete Agreement the terms of which are hereby incorporated by reference. You shall abide by and carry out operational instructions/procedures as contained in the Company's guidelines and other administrative instructions as may be issued by the Management from time to time. Copies of the service rules and regulations of the Company including the Corporate Ethics and Business Conduct Policy, Non-Compete Agreement and other guidelines, as amended from time to time are available with Human Resource Department. You are required to obtain copies of the above and well acquaint yourself with the provisions thereof, at the time of commencement of your employment.

5.3 The work product generated by you while performing the services during the term of your employment, including all electronic data, papers, worksheets, logs, records, reports, documents, training material and other materials developed or prepared by you, shall be the sole and exclusive property of the Company. Without limiting the generality of the foregoing, you agree to, and hereby do, assign to the Company any and all right, title, and interest you have in all work product, including all intellectual property rights in any work, invention, discovery, improvement or design, which you make or conceive:

(i) while employed by the Company and in connection with the business of the Company or a related body corporate; or

(ii) By using the resources, facilities, or confidential information of the Company or its affiliates/associates/group companies.

For the purposes of this Clause, intellectual property rights include but are not limited to, rights in relation to or arising from patents, design registrations, trademarks and copyright. You undertake to execute necessary documents and do all such acts, at the request of the Company that may be required to give effect to this provision. You shall return to the Company such materials upon the termination of your employment or at the request of the Company at any time during the term of your employment.

5.4 You will be responsible for the safe custody of all documents, manuals and kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of

6.2 You shall hold in strict confidence, all such Confidential Information. This restriction shall survive termination of your employment with the Company without limit in point of time but shall cease to apply to information or knowledge which may come into the public domain without any of fault on your part.

6.3 You shall not during the term of your employment or at any time thereafter, use or permit to be used, any information, notes or memoranda relating to the business and/ or transactions of the Company and/or its affiliates/associates/group companies which may come to your knowledge and/ or possession by virtue of your employment with the Company for any purpose other than for the benefit of the Company. Similarly, you shall not disclose or use proprietary or confidential information or trade secrets procured during your previous employment with other companies during the term of your employment with our Company.

6.4 If, at any time, confidential or sensitive information affecting the Company is lost, stolen or released to an unauthorized third-party, or is potentially lost or stolen (such as in connection with the loss or theft of a laptop), you are obliged to report such action immediately to the Technology Services Center, Corporate Security department and the Corporate IT Security department.

6.5 You shall not send, forward or receive confidential information through non-official e-mail accounts. Further, you should not use your personal or external accounts or any external hardware for any company business communications as stated under Kohler's Ethics and Business Conduct Policies. You are requested to maintain confidentiality of your salary information. Any queries that you may have should be addressed to the appropriate HR representative or your manager.

6.6 Nevertheless, to mention, you are strongly prohibited to bring any type of electronic instrument (like personal laptop, CDs, pen drives, hard drive, floppy disc, camera, or any other related device) for using or taking data of the Company for any purpose. Any such activity observed by the Company for any associate shall indulge to stringent actions taken by management at its sole discretion.

You acknowledge that the violation of any of the provisions of this Clause 6 will cause irreparable loss and harm to the Company which cannot be reasonably or adequately compensated by damages in an action at law, and accordingly, the Company will be entitled, to injunctive and other equitable relief to prevent or cure any breach or threatened breach thereof, but no action for any such relief shall be deemed to waive the right of the Company to an action for damages.

7. NON-COMPETE

You shall not for a period of one (1) year from the date of the termination of your employment (whether voluntary or involuntary) be associated or involved (in any capacity) with any Competitor or compete with the business of the Company by himself or through third parties as proxies or intermediaries or agents.

14. SURVIVAL:-

The terms of Clause 6, 7,8,12 and 13 by their nature are intended to survive the termination of your employment with the Company.

15. SEVERABILITY:-

If any term or provision of this Agreement shall be held or deemed to be or shall, in fact, be inoperative or unenforceable as applied in any particular case because it conflicts with any other provision or provisions hereof or any constitution or statute or rule of public policy, or for any other reason, such circumstances shall not have the effect of rendering the term or provision in question inoperative or unenforceable in any other circumstance, or of rendering any other provision or provisions herein contained invalid, inoperative, or unenforceable to any extent whatever, but such term or provision shall be deemed modified or deleted as to the extent required by the law.

Yours faithfully,
For Kohler Power India Private Limited
Formerly (Lombardini India Private Limited)

Sameer Bondre
Director - India Technical Center

ACKNOWLEDGMENT and ACCEPTANCE

I have read and fully understood the aforesaid terms and conditions / terms of appointment and am thoroughly aware of and acknowledge the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated (Signature)

2021-22
493

2021-22

KPIT

Offer Letter and Terms of Employment
Date: 12.04.2022

Dear **Mrunal Rajesh Kashilkar,**

At the outset, we would like to extend our sincere thanks for exploring career opportunities with KPIT. Further to our discussions, we are delighted to extend you an offer of employment.

This offer is based on your profile, relevant work experience and performance in the selection process.

- Designation: **Trainee**
- Grade: **A**

Your Total Target Compensation including all benefits will be Rs. 4,00,000/- (Four Lakh) per annum; upon Successful Completion of KPIT Elective (If Applicable).

You shall be governed by the terms and conditions of service during your employment with KPIT as per existing policies and those that may be amended from time to time.

Kindly confirm your acceptance through the system generated email within 7 days from the date of this offer beyond which this offer is considered null and void. Your offer is subject to following clauses:

a. You are required to go through our Flagship Foundation Level Training program - 'Genesis', led by the Education and Competency Development (ECoDe) Team of KPIT. As Genesis program is designed to run online, it can be self-paced and attended along with your current curriculum.
b. Your performance on this program would be assessed and tracked in the form of a Merit-List.
c. The Genesis program would be followed by an Internship Program (online/offline or hybrid) for a stipulated duration, mapped to specific KPIT Delivery Verticals (Departments). Your commencement of internship in these verticals at KPIT would be determined basis the Merit-list and your overall academic obligations at the time. Additionally, your performance during the Internship period would decide the onboarding date for live vertical-specific projects at KPIT. Onboarding to live projects would commence only on completion of the final examinations.
d. The selection and joining decision at KPIT will stand cancelled in the event of failure in the pen-ultimate / final semester BE Examinations or alternatively if the performance in Genesis program and Internship engagement is sub-par.

Remuneration during Genesis and Internship Programs:

- Stipend / salary is not applicable during the Genesis training program. Stipend will be paid out for the Internship duration only on successful clearing of the Genesis training modules and completion of the Internship engagement.
- Monthly salary would commence once allocated to live projects, at the end of the respective month.

You will be eligible for Gratuity, Mediclaim and Group Personal Accident Insurance benefits as per the company policy. The duly signed appointment letter will be issued to you on the first day of your joining at KPIT only upon submitting your valid testimonials and related joining formalities.

A new assignment, work place and colleagues, await you to jump start to achieve the company's vision of building a global Mobility Organization. Work life at KPIT is all about mobility, enabling our customers by accelerating implementation of next generation mobility technologies. We value fun as an integral part of our culture.

For: KPIT Technologies Limited

Rahul Uplap
Associate Vice President
Global Head - Education & Competency Development (ECoDe)

KPIT

OTHER BENEFITS.

Annual Leave

- You will be eligible for Annual Leave as per the Employer's Leave Policy, the policy however can be modified time to time at Employer's discretion. You can refer to the Leave Policy on the "myWorld", KPIT's internal portal

Holidays

- You are entitled to Public Holidays applicable at India every year at the regular rate of pay. If placed at a customer site, you must follow holidays observed by customer.

Benefits Coverage

- Group Medical Insurance cover of **INR 6,00,000.00/-**
- Group Term Life Insurance cover of **INR 11,00,000.00/-**
- Group Personal Accident Insurance cover of **INR 20,00,000/-**

* The above Plan however can be modified on yearly basis at Employer's discretion

Terms of Employment -

Bond

- You will also be required to sign a bond of 2 years on the date of joining the Company (For some additional technology trainings, there will be a separate additional bond). In the event of breaching the bond, there will be a penalty of INR 2,00,000 payable to the company in lieu of training costs. The detailed terms and conditions are given in the agreement. You acknowledge that you are willing to sign the bond at the time of joining.

Compensation Structure

- The structure of the compensation package offered to you will be as per the prevailing Company policy at the time of your joining.

Conditional Offer:

- The Offer is valid subject to :
  a. Passing of KPIT PACE Assessment (if applicable)
- Your joining in the organization is subject to:
  a. Completion of degree in stipulated time frame, without keeping any terms/backlog and is eligible for award of degree certificate by the respective University.
  b. Submission of all the relevant academic certificates / mark sheets.
  c. In case at the time of joining the Company OR within a time specified by the Company, the candidate is not able to produce the above documents, the Offer / employment will be terminated with immediate effect.

PACE & EkWip Program

- **PACE** (Program for Academic Collaboration and Engagement) is a KPIT flagship program, which provides foundation knowledge on the Automotive Technologies. The KPIT created courses are delivered to students while they are in the Institution for their degree program. It is recommended that Students can opt to undergo this program at their own choice to make themselves Industry ready.
- **EkWip** program is a KPIT program that engages the candidates who have been offered KPIT placement to make them KPIT ready even before they join us. This is a mandatory intense online program that is administered through digital technologies.
- Its mandatory for all the candidates who receive an offer from KPIT to complete the **PACE and EkWip** programs which includes assessments. The assessment scores will determine the on-boarding process.
- Course Contents, Subject Matter Expert's connects and assessments would be hosted through digital platforms.
- Course launch dates and duration will be communicated later, by the campus team.

Joining Date and Location

- Will be announced later by Campus team, Joining date and location depends on business need, batch planning and your PACE assessment score. On-boarding date is spread across the financial year.

Working Hours

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

KPIT

Mobility

- KPIT reserves the right to transfer / utilize your services at any of its offices, work sites, or outside India, on the terms and conditions as applicable to you at the time of transfer.

Salary Review, Increments and Promotions

- Your performance and contribution to the company will be an important consideration for salary Review,increments and promotions
- You will be considered for salary review and promotions as per the company's policies effective from time to time.

Alternative Employment

- As a full-time employee of KPIT, you are not permitted to undertake any other business, assume any public office, honorary or remunerative, without the written permission of KPIT

Confidentiality Agreement

- As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of KPIT and its clients

Overseas Agreement / International Assignment Agreement

- If you are on international assignment, you will be covered by the KPIT International Assignment policy from the date of deputation, accordingly, you will be required to sign the applicable Overseas Deputation / International Assignment Agreement(s).
- In case of every international assignment that exceeds 30 days, you will be required to serve notice period KPIT as per the policy. This is to ensure that the knowledge and information gained by you during your assignment is shared and available to KPIT and its associates. This transfer of knowledge and information is essential for KPIT to continue to serve its clients and customers better
- If you are deputed internationally for training, you will be required to sign an agreement to serve KPIT for a minimum period of 12 months on completion of training

KPIT Code of Conduct

- You are required to sign the KPITs Code of Conduct and follow the same in your day to day conduct as an employee of KPIT

Notice Period

- During your employment with KPIT, either you or KPIT can terminate the appointment by giving 90 calendar day's written notice or 3 month's basic salary in lieu of the notice.
- The Company reserves the right to release the employee prior to the notice period taking into consideration business needs and work exigencies and the Company will not be liable to make any payment to the employee in lieu of the notice period. If you are covered under Deputation Agreement / International Assignment Agreement, either you or KPIT can terminate the appointment by giving 90 calendar day's written notice as set out in the Separation Policy of KPIT
- KPIT reserves the right, if it is in the interest of the business and current assignment, to ask you to complete your notice period or decide whether your existing earned vacation or basic salary in lieu of notice period may be adjusted against the entire or partial notice period.
- In case you decide to end your employment with the Company or the Company terminates your services for any reason before you complete one year of employment with the Company,
- The company retains the right to recover from you any expenses incurred by it about your recruitment including, but not limited to, fees paid to consultant, joining benefits paid to you (if any), etc. and
- The company retains the right to recover from you any expenses incurred by it for processing any visa/ work permit for you and/or any of your family members.
- The Company also reserves the right to recover the period costs of any specific expenditure incurred, either on processing a visa/ work permit or for any specific training given for an assignment and where you are unable, for any reason, to fulfil your part of the obligation, either to travel or to complete the assignment.

Retirement

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

KPIT

Employment in India

- In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and or any other permissions and / or documentation as prescribed by the Government of India for permanent employment with KPIT. Keeping your permit / permission up to date during the course of employment with KPIT and submitting a valid copy of that to KPIT is your responsibility

Letter of Appointment

- You will be issued a letter of appointment at the time of your joining and completing joining formalities as per KPITs policy

Terms and Conditions

- The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment

Rules and Regulations of the Company

- Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of KPIT as applicable to you and the changes therein from time to time.

Compliance to all clauses

- You will be required to fulfill all the terms and conditions mentioned in this letter of offer. Any failure to fulfill any term and / or condition would entitle KPIT in withdrawing this offer letter at its sole discretion.

Validity:

- This offer is valid for a period of 7 days from the date of issue. Also, the company has made the offer of employment on the basis of the bonafide statements and facts provided by you. At the time of employment or during employment if the company finds the information provided to be false or misleading, it reserves the right to take appropriate disciplinary action against you which also includes termination of employment.
- In case you decide to end your employment with the Company or the Company terminates your services for any reason before you complete one year of employment with the Company,
- the company retains the right to recover from you any expenses incurred by it in connection with your recruitment including, but not limited to, fees paid to consultant, joining benefits paid to you (if any), etc. and
- the company retains the right to recover from you any expenses incurred by it for processing any visa/ work permit for you and/or any of your family members

Arbitration

- Any dispute concerning the subject matter of the present appointment letter or Confidentiality & IPR Assignment Undertaking or the breach, termination or validity thereof which shall include but not limited to issue as to the interpretation, operation, or effect of any clause contained in it or any other difference arising (a 'Dispute') shall be first attempted to be settled mutually, failing in which, the dispute shall be referred to the sole arbitrator to be appointed mutually.
- In case the Arbitrator is not appointed mutually, the dispute shall be referred to the arbitrator that shall be appointed by the High Court of Judicature of Bombay on an application in that behalf by either of the party as per the provisions of the Arbitration and Conciliation Act 1996.
- The place of arbitration shall be city of Pune, Maharashtra. The language of proceedings shall be English.The dispute shall be subject to and governed by the laws prevalent in India. However, in case of any difference on provisions of law in State Law and Central Law on a particular subject, state laws applicable in state of Maharashtra shall prevail.

KPIT

Culture at KPIT:

- KPIT has open door policy which makes the work culture transparent and easy to approach
- It always gives opportunities and challenges beyond your current role to prove yourself and achieve greater heights
- KPIT has an open culture, a great work environment, and offers a sense of belonging to employees, which is conducive to future growth.
- KPIT is the perfect place for someone looking for a challenging, fast growing environment with opportunities to take on bigger responsibilities and learn cross functional skills
- With a relatively flat organizational structure, KPIT encourages innovative thinking and gives everyone a sound hearing, regardless of the seniority of the individual.
- Channelization of raw energy and execution of good ideas is brought in by young employees like you.
- KPIT gives you a platform for new ideas and a lot of innovation is fostered here.
- Gives you an opportunity to discuss ideas with the senior management and be enabled to execute them, at a relatively early stage of your career.

The Dhoom Club:

- Where passion comes alive, where a world of awesomeness, away from the drudgeries of mundane work awaits you, where we take fun seriously! Dhoom caters to a wide variety of interests - **sports, music, photography, art, theatre, treks.** Get ready to showcase your talent even at Work!

Corporate Social Responsibility (CSR):

- Community Contribution is one of the seven core values at KPIT. It has a significant mention in our mission and vision to reflect our commitment towards it.
- Few of our CSR Initiatives:
  - Chhote Scientists
  - Water Conservation through mass volunteering
  - Reforestation Program
  - Meet the Social Legends

Document submission

1. You are required to submit your documents in TalentOjo before 2 weeks of your joining date, for which you would receive an email from us.
2. Along with document submission, you are also requested to update your personal information and verify the Non-Disclosure Agreement before uploading your signature.
3. National Apprenticeship Training Scheme (NATS) Enrollment (mandatory)
   - You must register on NATS portal to enroll yourself in apprentice.
   - It is compulsory for fresher to register on NATS, please consider doing this on priority before joining.
   - You need to get your 16 digits NATS enrollment number on day of joining.
   - Below is the link: https://mhrdnats.gov.in/boat/contracts/getAllContracts.action

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L'ORÉAL
INDIA

PUNE FACTORY



Parshva MEHTA

Emp. Code : Apprentice
Blood Group : O - ve
Emergency No : 02135 666444

(39) Mech offer Letter

Mahindra

Mahindra & Mahindra Ltd.
Mahindra Towers, Akurli Road,
Kandivali (East) Mumbai 400 101 India

www.mahindra.com

Ref No. 1001/26209/882807

Date: 19 May 2022
Vivek Dattatray Gaikwad

Satara
Maharashtra - 415011

Dear Vivek,

We have pleasure in offering you appointment in Mahindra & Mahindra Ltd. as GET_Product Development_Mechanical .

This offer of Training is subject to your satisfying the following:

a. Your written undertaking to join, not later than 08 August 2022.
b. Self- Medical Declaration Form, and
c. Submission of all your necessary certificates and documents in respect of educational and professional qualifications, proof of age and project experience, as per the requirements of the Company.
d. Subject to you passing your graduation without any backlogs before the date of joining.

This appointment will commence from the date on which you join the Company. A joining note to that effect will be issued to you.

The terms and conditions of employment shall be as under:

1. During the one year training you will receive emoluments/allowances as per the attached Annexure.

2. Performance pay will be paid as per company policy only after completion of one year of service as a confirmed employee.

3. The age of superannuation will be 60 years, 1st of April subsequent to you completing 60 years of age (On the strength of the bio-data submitted by you, we have recorded your date of birth as 27 October 2000).

4. With effect from the date of commencement of your training, you are required to become a member of the Mahindra & Mahindra Limited Staff Provident Fund.

5. You are liable to be placed for service at our discretion at any of the Company's establishments/departments/divisions anywhere in India as also the Associate Companies, JV's and subsidiary Companies of Mahindra & Mahindra Ltd.

Regd. Office: Gateway Building, Apollo Bunder, Mumbai 400 001, India

CIN: L65990MH1945PLC004558

Mahindra

6. You will undergo training for a period of twelve months. However, this training period could be curtailed or extended at the discretion of the Company. Completion of twelve months of training does not entitle you or result in automatic confirmation, unless confirmed in writing.

7. Trainees will be entitled to 20 days Exigency Leave on pro-rata basis (inclusive of plant shutdown days which is applicable for Trainees at plant location.) Accumulated leave cannot be encashed or carried forward at the end of the training period.

8. Gratuity/Provident Fund/ Superannuation will be applicable as per the rules of the Company.

9.
   a. The Company will be at liberty to terminate your services with 1 month notice or by paying you 1 month salary, including allowances, in lieu of notice. In the event the Company decides to pay you 1 month salary in lieu of notice, the Company will be at liberty to call upon you not to take up any alternate employment for the period of 1 month. The Company will also be at liberty to call upon you not to report for work, though you would be on the rolls of the Company for the said period and you would be paid your salary as per your contract, as if you were on duty.
   b. In the event you choose to resign from the services of the Company, you will be required to serve for the period of notice of 1 month. The Company, however, will be at liberty to call upon you not to report for work or even take up any alternate employment during this period, which will be at the sole discretion of the Company. The Company will also be at liberty to pay you 1 month notice wages in lieu of notice. However, it will be impermissible for you to waive the shortfall in the notice period by buying the said shortfall period in lieu thereof.

10. You shall not be entitled to adjust your notice period against any leaves, if any, standing to you credit.

11. Further, on confirmation :
   a. You will be entitled to Privilege Leave, as per the rules thereof;
   b. Medical Benefits, for self and family will be applicable as per the rules of the Company.
   c. The Company will be at liberty to terminate your services with three months' notice or by paying you three months salary, including allowances, in lieu of notice. In the event the Company decides to pay you three months' salary in lieu of notice, the Company will be at liberty to call upon you not to take up any alternate employment for the period of three months. The Company will also be at liberty to call upon you not to report for work, though you would be on the rolls of the Company for the said period and you would be paid your salary as per your contract, as if you were on duty.
   d. In the event you choose to resign from the services of the Company, you will be required to serve for the period of notice of three months. The Company, however, will be at liberty to call upon you not to report for work or even take up any alternate employment during this period, which will be at the sole discretion of the Company. The Company will also be at liberty to pay you three months' notice wages in lieu of notice. However, it will be impermissible for you to waive the shortfall in the notice period by buying the said shortfall period in lieu thereof.
   e. You shall not be entitled to adjust your notice period against privilege leave, if any, standing to you credit.

Mahindra

12. So long as you are in the employment of the Company., you will, at all times, observe secrecy and confidentiality and will not divulge, disclose or make known to any unauthorised person within or outside the Company, nor will you unauthorisedly use any knowledge or information in respect of manufacturing, technical trade or business data (including manufacturing processes, technical know-how, customer information, business plans and like matters) which are necessarily confidential and have come to your knowledge and possession.

13. You will also not remove any such information in any form whatsoever from the Company premises, nor copy or transmit the same unauthorisedly through any medium including social networking networks/ public sites, nor will you grant permission to assist, permit entry to, or in any manner co-operate with any unauthorised person for the purposes of accessing, obtaining, copying, transmitting or removing the above. Even after the cessation of your employment with the Company, you will not use, divulge, disclose or remove in any manner whatsoever confidential information of the type described above of which you were in possession whilst in service to the detriment of the Company.

14. You will also observe all the confidentiality measures which are in existence, or which may be enforced from time to time, as well as directions as to confidentiality marked on any communication, document, electronic data storage device etc. You shall indemnify and hold Company harmless and indemnified against any damage or loss caused to the Company on account of breach of confidentiality on your part. These confidentiality provisions shall survive the separation of your employment with the Company, either by way of retirement or termination or otherwise.

15. In addition to your fulfilling the requirements of secrecy and confidentiality, as specified herein, also during your employment with the Company, you shall not engage in any vocation, training, employment, consultancy, business, transaction, or any other activity, which is in conflict with the interests of the Company, in any capacity whatsoever either on your own or in association with any other individual/firm/institute/body corporate, etc., whether for any consideration or not.

16. You will devote your full attention exclusively to the duties entrusted to you from time to time by the Company and while in service of this Company you will not work for any person or Company in any capacity either for any consideration or otherwise, nor do any private business without obtaining prior permission of the Company in writing.

17. You will assign to the Company your entire right, title and interest in any Intellectual Property Rights (IPRs for short, which term would include patents, trade-marks, copyrights, designs, whether registered or not, and all improvements thereto) that you may make, solely or jointly with others, in the course of your employment with the Company relating to any or all systems, services and products manufactured or marketed or leased or developed. You will perform all necessary acts and execute such documents in such format as may be required by the Company, without expense to you, which in the judgment of the Company or its Attorneys may be necessary or desirable to secure to the Company full right title and interest in the IPRs.

18. The Company shall at all times have the right to access and monitor all e-mails created, sent / received or stored by you using Company facility and on Company's system at any time without giving you any prior notification. All such data and information shall be the property of the Company at all times.

19. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever.

Mahindra

20. You shall, on ceasing to be the employee of the Company, forthwith return all Company properties, movable and immovable, including, without limitation, all Company information, files, reports, memoranda, software, credit cards, door and file keys, computer access codes and such other property which you received or in possession or prepared in connection with your employment with the Company.

21. Any joining expenses reimbursed or any payment made to you while joining by the Company will be recovered in the event you leave the organization within two years of joining.

22. You will be subject to all rules, regulations and policies of the Company, which may be in force from time to time.

23. On successful completion of training you will be paid a onetime Special Pay amount of 52,000.00/-.

Please return the duplicate of this letter, duly signed in token of your acceptance by 31-May-2022 of the above mentioned terms and conditions of this employment.

We wish you a long and fruitful career with us.

With Regards,

Yours Sincerely,
For Mahindra and Mahindra Limited

Samson Jose
Head - HR

If the above conditions are not satisfied/fulfilled on or before 08 August 2022, this letter of appointment will become null and void and will stand cancelled.

Accepted: _____

Mahindra

ANNEXURE		
NAME: Vivek Dattatray Gaikwad	CTC: 650,000.00	BUSINESS: MRV Common Services
GRADE: GET_Product Development_Mechanical		

	ANNUAL	MONTHLY
Basic	15,600.00	1,300.00
Ad-hoc Pay	260,856.00	21,738.00
PF Base	276,456.00	
PF	33,175.00	
Gratuity*	15,371.00	
Retirals	48,546.00	
HRA	165,874.00	13,823.00
Conveyance	19,200.00	1,600.00
Child Education Allowance	2,400.00	200.00
Supplementary Allowance	49,524.00	4,127.00
*Total of Allowances***	236,998.00	
Bonus / Exgratra ##	36,000.00	3,000.00
Special Pay	52,000.00	
CTC	650,000.00	
GROSS PAY P.M.		45,788.00

The above amount (CTC) does not include reimbursements towards lunch subsidy, medical-domiciliary/hospitalisation and telephone (if any). These reimbursements will be as per Company's policy.

The Bonus shall be paid in 12 monthly instalments in advance along with the monthly salary. In case you are covered by the Payment of Bonus Act, 1965 these instalments will be treated as advance towards bonus payable under the Act. If bonus declared under the Act is higher than the aggregate of the monthly instalments paid to you during that accounting year, then the difference will be paid to you as per law.

** Gratuity is considered @ 5.56% of PF base. However, actual amount payable will be as per Company's policy / Payment of Gratuity Act.*

*** Total Allowances are not in nature of wages and hence not reckoned for PF, Gratuity etc.*

ANY COMMITMENT MADE OTHER THAN THE ABOVE WILL BE VALID ONLY IF GIVEN IN WRITING BY THE UNDERSIGNED.

30

11th June 2022

Ms. Mansi Sanjay Sonawane

Pune,
Maharashtra.

OFFER OF TRAINING

Dear Ms. Mansi,

We are pleased to appoint you as **"Graduate Engineer Trainee (Level - IV B)"** at Minda Corporation Limited, Wiring Harness Division, West, effective from **1st July 2022** on the following terms and conditions:

1. Your initial training will be for a period of one year from 1st July 2022 to 30th June 2023.

2. Your salary and perquisites shall be as follows :

• Basic salary	– Rs. 16,246/- (Sixteen Thousand Two Hundred & Forty Six Only)
• H. R. A.	– 30% of the basic salary per month
• PF(Employer's Share)	– 12%of Basic Salary (As per law)
• Special Allowance	– Rs. 100 (Rupees Hundred only) per month
• Medical Allowance	– Rs. 250 (Rupees Two Hundred & Fifty only) per month
• Conveyance Allowance	– Rs. 800 (Rupees Eight Hundred only) per month.

3. You will at all times obey the Rules and Regulations prescribed by the Company through their Code of conduct and not divulge or communicate to any person / persons natural or juristic, any information (whether of technical, commercial or general nature) about the affairs of the Company or of their Management during the period of training or even thereafter.

4. You will be entitled to casual leave of 7 days per annum and sick leave of 7 days per annum (Not entitled for SL if covered under ESIC) and earned leaves of 15 days per annum. The modalities of computation of the above leave would be as per company's rules.

5. This offer for training does not bind the company to provide regular employment to you during or after the completion of your training period nor does it entitle you to claim employment in the Company during or after the completion of your period of training.

6. After satisfactory completion of your training and subject to the availability of vacancies in the company at that time, you will be confirmed in the regular service

of the company in writing.

7. You shall at all times well and truly account for and shall, when so required hand them over to responsible authority all properties and things belonging to the Company which may have been placed in your custody or under your superintendence or may otherwise have come into your possession or under your control.

8. You may be posted, from time to time to any office or factory or associate or subsidiary of the company and to any shift in case the factory works more than one shift. Your working hours will be determined by the office or factory to which you are posted from time to time. You will be required to reside at the place where your posting is and to make your own arrangements for residence at the place.

9. You will keep the Management informed about any change in your address from time to time. A notice served by post at the last address known to the Management will be deemed to have been personally served on you.

10. You will be subject to one month notice period on either side or pay in lieu thereof on cessation of engagement.

11. You will disclose and assign to the company forthwith any discoveries/invention made by you during the tenure of your employment with the company and such invention will be the sole property of the company.

12. Notwithstanding anything to the contrary, this contract will be deemed to have been concluded at Delhi for all intents and purposes.

If you accept the above terms and conditions, please return the duplicate copy of this letter, duly signed as token of your acceptance.

Thank you,

Yours faithfully,

For Minda Corporation Limited,

Yogesh Petkar

Manager HR-WHD, Pune II

_____

(Signature)

I have carefully read the terms & conditions of the training and hereby confirm my acceptance of the same

SPARK MINDA
Powered by Passion

MINDA CORPORATION LIMITED
(WIRING HARNESS DIVISION)

June 11, 2022

Ms. Mansi Sanjay Sonawane

Pune,
Maharashtra.

Sub: Pre-employment medical check-up.

Dear Ms. Mansi,

This is in reference to Clause No. 6 of your Letter of Intent dated June 11, 2022.

In this regard, please get the following tests / medical check-ups done and send us the scan copy of the reports for our record:

1. Physician Examination (Height, Weight, B.P & Color Vision checkup)
2. Blood Sugar Fasting
3. Blood Group
4. Cholesterol
5. Urine Routine
6. X-Ray Chest
7. ECG

You will be reimbursed the medical check-up expenses on submissions of original bills / receipts.
OR You may do your medical checkup with our company doctor.

Kindly bring all the original reports and X-Ray sheets along with you on the date of your joining.

Thanking you,

Yours faithfully,

For Minda Corporation Limited,
(Wiring Harness Division)

Yogesh Petkar
Manager HR– WHD, Pune II

Date : 11th Jun 2022

Ms. Mansi Sanjay Sonawane

Graduate Engineer Trainee (Level - IV B)

- Strictly Personal & Confidential -

Salary Break Up	Our Offer (Rs.)
Basic	16,246
HRA	4,874
PF (Employer's contribution)	1,950
Medical Allowance	250
Transportation Allowance	800
Special Allowance	100
Gross Salary p.m.	**24,220**
Gross Salary p.a.	**2,90,640**
Gratuity - As per law	781
Total	781
Salary p.m.	**25,001**
Salary p.a.	**3,00,012**
Other Perks	
Personal Accident Insurance - For 1 Lac $	1 Lac
Mediclaim - (Floater Policy - 1 Lac) (50% prem. paid by Company) $	1 Lac
Sub-total	-
C.T.C. p.m.	**25,001**
C.T.C. p.a.	**3,00,012**

Note:

> $ Notional amount, paid at actuals, as per Company policy.
> Income tax is to be borne by the employee as per applicable tax law.
> Please contact HR for any clarifications.

Reliance
Industries Limited

Date: 4 Jul 2022

Ref: RIL/80210248/30030862/040722/1927

Dear Sudip Dhananjay Dongre,

Letter of Appointment

With reference to written tests / interview you had with Reliance Group of Companies, we are delighted to appoint you in the position "Graduate Engr Trainee - Mech" in Group , based upon following terms and conditions.

Documentation

This appointment letter consists of the below mentioned attachments:

A compensation term sheet
Components of Compensation
Terms and conditions
Other applicable paperwork based upon your specific needs

You are required to read these before you commence your employment

01. Place of Posting

Your initial place of posting will be at the place of your training. During your training period, you may be posted / transferred / to any of the offices / projects / divisions / departments / units of the company existing or to be set up at any location in India or abroad without any additional remuneration. Your services are also liable to be transferred to any of the group companies.

You will report for training on or before **04-Aug-22** failing which this letter of appointment shall automatically stand withdrawn and cancelled.

02. Mandatory Criteria:

i. Score eligibility:
Your appointment is subject to your securing minimum CGPA of 6.0 / 60% & above marks over 8 semesters, wherever applicable.

ii. Pre-employment Medical Check:
Pre-employment Medical Check clearance from RIL certified doctor. System generated information will be received for initiating the same on acceptance of this appointment letter.

03. Confirmation:

You will be under training for a period of one year from the date of joining the Company. During training you will be undergoing various assessments at the end of which there will be a final assessment. Your confirmation on permanent rolls of the company solely depends on the discretion of the management and the same is not a matter of right in any manner whatsoever.
Management reserves the right to terminate your training either during the training period or on completion of the same without assigning any reasons whatsoever.

(This letter is computer generated and does not necessarily require a signature)

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Reliance
Industries Limited

We would also like to draw your particular attention to our Values and Behaviours. We have six values that express our shared understanding of what we believe, how we aim to behave and what we aspire to be as an organisation. Our values are about delivering customer value, having an ownership mind-set, showing respect and integrity, pursuing excellence and being one team.

Next Steps

This is system generated appointment letter based on the offer letter received. Please confirm your acceptance of this appointment letter by clicking 'Accept' button online. This letter of appointment shall automatically stand withdrawn in case we do not receive your acknowledgement online within ten days from receipt of this letter.

This offer of employment is subject to you providing all of the information and documentation requested BEFORE you commence employment with us. All information / documentation submitted by you will be considered as submitted on your own freewill and consent.

This appointment is confidential and you must not discuss this or disclose any documentation related to it with anyone other than your immediate family. Any disclosure of the details of this offer to a third party other than your immediate family may result in withdrawal of the offer.

We reserve the right to withdraw our offer of employment/terminate your employment with us without assigning any reason whatsoever thereof, or delay your start date if you do not provide the required information and documentation within the required timelines or if during this process you intentionally leave out any information or provide any information which is inaccurate or untrue.

In case of any dispute regarding interpretation of any word or clause of this latter, the decision of the management shall be final and binding.

We look forward to your joining out team for a long, successful and pleasant association.

Sincerely yours,
Reliance Industries Ltd.

Authorized Signatory

(This letter is computer generated and does not necessarily require a signature)

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ANNEXURE A

1.1 Annual Compensation Summary

ANNEXURE 1.1 - A		
Name: Sudip Dhananjay Dongre		
Compensation Breakup	**Monthly (INR)**	**Annual (INR)**
Basic Pay	15,695	1,88,340
House Rent Allowance	7,848	94,170
Residual Choice Pay	15,249	1,82,988
Insurance		
Group Personal Accident Insurancee Premium (GPAI)	57	679
Group Term Life Insurance Premium (GTLI)	400	4,794
Medical Insurance Premium* (Self, Spouse, 3 Dependent Children & Dependent Parents)	3,947	47,369
SUB TOTAL - I	43,195	5,18,340
Employer's Contribution to Provident Fund: PF (12% of Basic Pay)	1,883	22,601
Gratuity (4.81% of Basic Pay)	755	9,059
SUB TOTAL - II	2,638	31,660
TOTAL- FIXED PAY [I + II]	45,833	5,50,000

Residual Choice Pay can be distributed among the following Tax Friendly elements - HRA, LTA, Conveyance Allowance, Office Wear Allowance, Children Education Allowance, Food & Beverage Coupons, Gift Vouchers and Fuel & maintenance Expenses. Remaining amount will be paid as "Residual Choice Pay", as applicable.

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1.2 Tax Status of compensation elements

Below table shows all of the Total Pay components and their taxability status.

S.No.	Total Pay Components	Taxability Status (as per prevailing norms)
I	**Base Salary**	
a.	Basic Salary	Taxable
b.	Provident Fund Contribution (PF)	Please refer Annexure B
c.	Gratuity	Please refer Annexure B
II	**Choice Pay**	
a.	Medical Reimbursement	Taxable
b.	Food Coupon	Tax exempt subject to conditions
c.	Gift Coupon	Tax exempt subject to conditions
d.	Leave Travel Allowance (LTA)	Tax exempt subject to conditions
e.	Office Wear Allowance (OWA)	Tax exempt subject to conditions (only applicable to locations having a 'Uniform Policy')
f.	Children's Education Allowance (CEA)	Tax exempt subject to conditions
g.	Children's Hostel Allowance (CHA)	Tax exempt subject to conditions
h.	Residual Choice Pay (RCP)	Taxable
i.	**Vehicle**	
1.	Company Lease Vehicle Scheme	Tax exempt (up to the value of EMI)
2.	Fuel and Vehicle Maintenance Reimbursement	Tax exempt (Taxable Perquisite Notional Value)
3.	Conveyance Allowance	Taxable
j.	**Housing**	
1.	House Rent Allowance (HRA)	Tax exempt subject to conditions
2.	Company Accommodation (where it is provided)	Taxable Perquisite
k.	**Insurance**	
1.	Group Personal Accident Insurance Premium (GPA)	Tax exempt
2.	Group Term Life Insurance Premium (GTLI)	Tax exempt
3.	Medical Insurance Premium	Tax exempt
III	**Annual Cash Bonus (ACB) / Performance Linked Incentive (PLI)**	Taxable, If Applicable

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Please Note:-

- The income tax calculation is provisional and is based on the current income tax rules (**Rules**). Any change in the Rules may impact the income tax projections.

- You shall bear and pay the tax liabilities, if any, applicable in relation to all the perquisites or benefits provided to you in accordance with the provisions of this Agreement. Please note that all the details set out above are indicative and subject to change with change in Indian tax policies and rules.

- Employee shall be solely responsible for the payment of any and all taxes on salary / income, employee benefits and personal income. You are advised to get updated information in relation to the income tax calculation on your salary from independent external advisors

- Fixed Pay elements like fuel and maintenance reimbursement, office wear allowance, medical reimbursement, LTA will be reimbursed at actuals based on the bills submitted and in case the reimbursement amount falls short of the amount chosen, the balance will be paid as taxable allowance.

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Annexure B

Components of Total Pay

The Company follows a Total Pay structure that reflects the total cost of an employee to the Company this includes all direct and indirect payments including all benefits, perquisites, subsidies, and Annual Cash Bonus (ACB) / Performance Linked Incentive (PLI). This structure is being followed so as to provide flexibility to the employees in structuring their compensation package. The components within each category of payments are discretionary and these components may be changed by the Company from time to time without notice.

The main components under the Total Pay structure are as follows:

I. Components of Compensation

1. **Base Salary:** This is first part of the total pay, which may include Basic Salary, PF and Gratuity

   a. **Basic Salary:** This is the base pay component of the fixed pay and is the reference salary for provident fund and gratuity contribution.

   b. **Provident Fund (PF):**
   The contributions payable by the Employer under the scheme shall be at the rate specified under the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 (**PF Act**). The current rate of contribution is 12% of PF Salary. Employee also contributes an equal amount from employee's monthly salary, as per PF Act. Both of these are remitted on a monthly basis to the Company's PF Trust / RPFC.

   Out of the Employer's contribution, a portion (presently 8.33% of PF Salary subject to a maximum of INR 1250) is deposited into the Employees' Pension Scheme. The part of the company's contribution deposited under Employees' Pension Scheme to RPFC is to provide employees with pension on retirement or after completion of a specified period of service. TDS recovery from PF settlement will be as per the relevant provision of the Income Tax Act, 1961.

   Benefits associated with Employees' Provident Fund and Employees' Pension Scheme will be as per the prevailing rules and regulations outlined in the Employees' Provident Funds and Miscellaneous Provisions Act, 1952. Employees are advised to refer to EPFO site (http://www.epfindia.com/) for detailed rules, procedures and any other updates.

   Please note that the contribution amounts, limits, withdrawals and other rules applicable to the PF and pension are subject to applicable Indian laws in force from time to time. Employee is bound to adhere to all changes in the applicable law. Any implications on contribution, accumulation and withdrawal conditions outlined in the Employees' Provident Fund and Employees' Pension Scheme is to be borne by the employee. To understand implications associated with any such change in relevant laws or the Employees' Provident Fund and Employees' Pension Scheme, employees are recommended to solicit independent external advice.

   c. **Gratuity**

   Employer's contribution to the Company's Gratuity Fund will be as specified under 'The Payment of Gratuity Act ,1972'. Currently, the Employer's contribution to the Company's Gratuity fund is @ 4.81% of Basic Salary. Gratuity shall be payable to an employee on completion / end of their employment with the Company provided employee has rendered continuous service for a minimum period of 4 years and 240 days. However, eligibility for contribution to the Gratuity Trust / Fund commences from the first day of employment and in the event of separation prior to such 4 years and 240 days, the same will be paid as ex-gratia, except in case of separation due to disciplinary grounds.

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Gratuity is calculated as follows:

(Last Drawn Salary / 26 Days) x 15 days x Number of completed years of service (In the case of death, the minimum service requirement does not apply)

For every completed year of service or part thereof in excess of 6 months, the employer will pay the employee gratuity at the rate of 15 days wages based on the rate of wages last drawn by such employee. Income Tax on the gratuity payment will be applicable as per Income Tax Rules. In the event an employee fails to complete 4 years and 240 days of continuous service, ex-gratia will be paid up to the amount of gratuity accumulated and will be subject to prevailing Income Tax Rules.

Maximum Amount of Gratuity which will be exempt from Income Tax will be as per 'The Payment of Gratuity Act, 1972'.

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2. **Choice Pay :**

This is second part of the total pay. Subject to eligibility and availability of amount mentioned under various components in Annexure A, an employee may opt for all the allowances or combination of them

a. **Medical Reimbursement**

Employee may opt for medical reimbursement for expenses incurred by the employee to meet health related expenditure, such as medicines, doctor's fees etc. of the employee and employee's family members. Medical expenses up to a maximum of INR 15,000 per annum will be reimbursed at actuals against production of bills.

This component is taxable.

b. **Food Coupons**

Employee may opt for Sodexo / Accor Pass Meal Vouchers. These are food coupons that can be exchanged for food and beverages at all approved affiliated establishments across India.

However, once purchased, these coupons cannot be redeemed for cash.

c. **Gift Coupons**

Employee may opt for gift coupons. Company provides Sodexo / Accor Pass Gift Vouchers that can be used to buy dailynecessities at over 6000 affiliated establishments across India.

However, once purchased, these coupons cannot be redeemed for cash.

Up to INR 5,000 per annum is tax exempt.

d. **Leave Travel Allowance (LTA)**

Employee may opt for LTA. It refers to reimbursement by Company of actual expenses incurred only on travel by employee along with their dependents to any place within India. Expenses such as hotel accommodation, sightseeing, food etc. are not eligible to be reimbursed as LTA or for tax exemption. The following qualifying criteria are to be met for claiming LTA:

1. Employee must necessarily take 5 days of continuous Privilege Leave.
2. The family for this purpose includes spouse, unmarried dependent children (maximum of two only), parents and dependent brothers and sisters.
3. No advance is given towards LTA. It must be claimed as a reimbursement against actual bills and travel documents.

Entitlement: Employee has to decide on the quantum of LTA (could be up to 2 months' basic salary) that employee wishes to avail as part of employee's choice pay component. This choice has to be made by employee initially at the time of joining and thereafter at the beginning of each financial year. A mid-year change in the quantum of LTA is not permissible.

As per current Income Tax rules, tax exemption for LTA is allowed twice in a block of 4 calendar years. Tax authorities have defined the current 4 year block as being from 1 January 2018 - 31 December 2021.

The quantum of exemption is subject to following maximum limits depending on the mode of transport used or available:-

1. Journey by air: Economy class air fare of national carrier by shortest route or the actual amount spent, whichever is lesser
2. Journey by rail: AC first class fare by shortest route or the actual amount spent, whichever is lesser
3. Place of origin and place of destination connected by rail but journey performed by other mode of transport: AC first class fare by shortest route or the actual amount spent, whichever is lesser
4. Place of origin and place of destination not connected by rail (partially or fully) and not connected by other recognized public transport system: AC first class fare by the shortest route or the actual amount spent, whichever is lesser

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e. **Office Wear Allowance (OWA)**

Only employees' working at locations where a `Uniform Policy' is in place may opt for OWA.

OWA is an allowance provided to employees to meet expenditures incurred by employee towards purchase of uniform to be worn at the workplace.

OWA is tax exempt subject to the following limits:-

a. For all Grade: INR 24,000

f. **Children's Education Allowance (CEA)**

Employee may opt for CEA to meet education expenses of their children.

INR 100 per month per child subject to a maximum of two children is tax exempt

g. **Children's Hostel Allowance (CHA)**

Employee may opt for CHA to meet hostel expenses of their children.

INR 300 per month per child subject to a maximum of two children, is tax exempt

h. **Residual Choice Pay (RCP)**

The balance un-utilized amount is paid under the salary head as "Residual Choice Pay" and is subject to tax.

Please note that you are required to make a declaration within 7 days of joining the Company and at the beginning of each financial year and thereafter from time to time within the timelines notified by the company, regarding the amounts to be claimed under each expense mentioned above. You are required to submit all bills and other supporting documents on or by 15th January for each financial year

i. **Vehicle**

1. **Company Leased Vehicle Scheme (CLV)**

As part of the compensation structure the company offers an option of availing a vehicle under the prevailing company vehicle policy, subject to eligibility. The major features of the scheme are as follows:

Parameter	Four Wheeler
Scheme Details	Company Leased Vehicle (CLV)
EMI Calculation Base	Vehicle Invoice Value (Final on-road price, excluding taxes)
EMI Limit	Grade `H' and above - upto 100% of Residual Choice Pay Grade `I' and below - upto 50% of Residual Choice Pay
Interest rate	11.5 % per annum on monthly reducing balance basis
Vehicle Cost Limit	NA
Tenure	2 to 4 Years (Upto 48 Instalments)
Insurance Coverage Options	1.Comprehensive 2.Bumper to Bumper (Zero depreciation)

Mandatory debits towards Vehicle Insurance would be applicable to those opting this scheme.

The company vehicle policy provides more details regarding the vehicle scheme.

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2. **Fuel and Vehicle Maintenance Reimbursements**

All employees covered by the Company Vehicle Scheme are eligible for fuel and vehicle maintenance reimbursements. Employees using self-owned vehicles are also eligible for such reimbursement.

The limits for Fuel & Vehicle Maintenance for Own Vehicles and Vehicles under Company Vehicle Scheme are as under:

Level	4 Wheeler	2 Wheeler
All Grades	INR 1,80,000 p.a.	INR 36,000 p.a.

In case an employee is using a self-owned vehicle, employee needs to maintain a vehicle usage log in the system (ESS). Tax exemption will be available upto the limits set out above, subject to submission of supporting documents.

3. **Conveyance Allowance**

To be opted by an employee to meet the expenditure incurred for the purpose of commuting between place of employee's residence and place of employee's duty. However, this option may be availed only if the employee is not opting for fuel and maintenance reimbursement.

This component is taxable.

j. Housing

1. **House Rent Allowance (HRA)**

House Rent Allowance is paid in respect of expenses incurred on rented accommodation.

As per Section 10(13A) and Rule 2A of the Income Tax Act and Rules respectively, the lesser of the following is

exempt from tax-

1. An amount equal to 50% of the salary, where the residential house is situated at Mumbai, Kolkata, Delhi or Chennai and an amount equal to 40% of salary where the residential house is situated at any other place;
2. House rent allowance received by the employee in respect of the period during which the rental accommodation is occupied by the employee during the previous year
3. The excess of rent paid over 10% of salary

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2. Company provided Accommodation

In case the employee is opting for an accommodation provided by the company, the basis of valuation will be as under-

Population of City as per 2001 census where Accommodation is provided	Where the Accommodation is owned by the Employer	Where the Accommodation is taken on lease or rent by the Employer
Exceeding 25 lakhs	15% of Salary in respect of the period during which the accommodation is occupied by the Employee	1. 15% of Salary; or 2. Lease rent (paid or payable) by the Employer, whichever is less
Exceeding 10 lakhs but not exceeding 25 lakhs	10% of the Salary in respect of period during which the accommodation is occupied by the Employee	
Any other	7.5% of the Salary in respect of period during which the accommodation is occupied by the Employee	

k. Insurance

i. Group Personal Accident Insurance (GPA)

All Employees are mandatorily covered under the Group Personal Accident Insurance scheme.

The sum insured is INR 25 lakhs and the corresponding debit towards premium is INR 679 per annum.

Benefit Clauses:

1. Death: 100% of sum insured
2. Permanent Total Disablement: 100% of sum insured as per insurance policy
3. Permanent Partial Disablement: varies from 1% to 75% of sum insured as per insurance policy
4. Temporary Total disablement: 1% of capital sum insured per week subject a maximum of INR 5000 per week for a period of 100 weeks.

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ii. Group Term Life Insurance (GTLI)

All employees are mandatorily insured under Group Term Life Insurance. The insured amount and corresponding premium [mandatory debit] are as follows:

Fixed Pay (Base Pay + Choice Pay)	Sum Assured	Mandatory Debit (per annum)
Up to INR 24,99,975	INR 25 Lakhs	INR 4,794
From INR 24,99,975 to below INR 49,99,975	INR 50 Lakhs	INR 17,679
From INR 49,99,975 to below INR 74,99,975	INR 75 Lakhs	INR 26,520
INR 74,99,975 and above	INR 100 Lakhs	INR 36,167

Benefit Clause: -

Total sum assured is payable to the employee's nominee upon death of the employee. However, nothing is payable on survival.

iii. Medical Coverage

The Company endeavors to ensure that financial support is available to all employees to meet their medical needs and those of their dependent family members. All employees are mandatorily covered under this scheme. The coverage and mandatory debits in respect of the same are as follows-

Level	Family Definition	Benefits of Mandatory Coverage
B to F: Company's Management Medical Scheme	Self, Spouse, 3 dependent children (up to 25 years)	Floater Mediclaim Policy of INR 5 Lakhs, Plus Additional floater Mediclaim policy of Domiciliary reimbursement at actuals (as per INR 5 Lakhs the Management Medical Scheme)
	Dependent parents	Floater Mediclaim coverage of INR 5 Lakhs irrespective of the number of members covered, Plus Additional floater Mediclaim policy of INR 5 Lakhs
	1. Hospitalization room category up to Deluxe Single AC Room 2. Dental treatment reimbursement up to INR 15,000 per family p.a. (cosmetics not covered) 3. Full time Retainers shall be covered as per commitment / joining terms 4. For non-allopathy (e.g. Homeopathy, Ayurveda, Unani or other Medical practitioner) treatment, the medical practitioner should be registered as per the guidelines of Indian Medical Association	
G to Below: Group Mediclaim Policy	Family of 7 members - Self, spouse, 3 dependent children (up to 25 years), 2 dependent parents	Floater Mediclaim coverage of INR 5 Lakhs irrespective of the number of members covered, Plus Additional floater Mediclaim policy of INR 5 Lakhs
	1. Hospital Room Category - Eligibility of up to Non- Deluxe Single AC Room 2. Sub limit of Maternity benefit (for first three children) up to INR 50,000 3. Sub limit for OPD basis treatment for Dental INR 1,500 (excluding the cost of dentures, bridges, crowns, scaling, filling, cleaning, polishing and cosmetic dentistry) 4. Sub limit for OPD basis treatment for Eye INR 500 (excluding cost of contact Lens, spectacles and cosmetic treatments)	

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Medical Insurance Debits:
F & Above grades :

- INR 30,864 per annum per person for self and spouse
- INR 15,944 per annum per child (upto 25 years)
- INR 13,841 per annum for **Additional Medical floater** cover of INR 5 Lakhs for self, spouse and child covered under mandatory policy
- INR 33,528 per annum for dependent parents
- INR 13,841 per annum for **Additional Medical floater** cover of INR 5 Lakhs for parents.

G & Below grades :

- INR 33,528 per annum per family unit of 7 members
- INR 13,841 per annum for **Additional** Medical floater cover of INR 5 Lakhs

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Reliance
Industries Limited

Annexure C

Terms and Conditions

01. **MEDICAL FITNESS & VERIFICATION OF PARTICULARS:**

Your appointment is subject to:

i. Medical Fitness: Your being declared medically fit by a Medical Officer or by a Doctor specified by the Company .

ii. Verification of Particulars: In case the particulars mentioned in your application or the representations or warranties or any other information provided by you are found to be false, inaccurate or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

02. **REPRESENTATIONS AND WARRANTIES:**

The Company's agreement to continue to employ you and the compensation and benefits payable to you are in consideration of the terms, covenants, and conditions stated in the offer of employment including this Annexure C, and you represent, warrant and covenant to the Company that:

i. You are under no contractual or other restriction or obligation which is inconsistent with the terms or conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder;

ii. You are under no physical or mental disability that may hinder the performance of your duties / obligations contained herein;

iii. You shall not raise any issue as to the reasonableness of the terms, covenants, or conditions contained herein in any proceeding to enforce these terms, covenants and/or conditions;

Iv. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, that is inconsistent herewith

v. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company.

You acknowledge that the terms, covenants, and conditions set forth herein are essential for the Company's protection and are not unreasonable and that the Company has relied on these representations, warranties, and covenants provided by you.

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03. DUTIES AND RESPONSIBILITIES:

i. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability exclusively for the Company. You agree that you will devote all of your working time, attention and best efforts in performing your duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities during the terms hereof. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules, regulations and directions of the Company, as applicable from time to time.

ii. **Non Solicitation:** You will not, during the term of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by the Company or any of its affiliates or associated companies or directly or indirectly induce any such employee to leave their employment.

This covenant shall survive the termination of your employment with the Company.

iii. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Company.

iv. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial shareholding or other beneficial interest in any business enterprise or entity which is engaged in, or is in competition with, any business engaged in by the Company or any of its affiliates or associated companies. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business or entity whose securities are traded on any national stock exchanges or in the over-the-counter market.

v. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the Company, as specified from time to time. However, you may be required to work additional hours, from time to time, to carry out your duties and responsibilities effectively.

vi. **Confidentiality and Non-disclosure:** You shall keep confidential and not disclose to any person or entity any information received or that comes to your knowledge during the course of your employment including in relation to the Company, its affiliates, associated companies, and third parties, in relation to any of our or their businesses or operations, particulars or details of manufacturing processes, technical know-how, security arrangements, analysis, compilations, forecasts, studies, summaries, notes, ideas(whether patentable or not), schematics, trade secrets, technology, customer lists (potential or actual) and other customer-related information, supplier information, sales statistics, pricing information, market intelligence, marketing and other business model/strategies, administrative organizational matters and any other information important for the Company. This shall include information in relation to third parties received by the Company in relation to any transaction being contemplated by the Company. Your obligation to maintain confidentiality of such information shall continue notwithstanding expiry or termination of your employment with the Company.

Third party Confidential obligations & prevention of IP contamination: You shall not use or disclose to the Company any confidential information of any third party received by you in your personal capacity from such a third party under an obligation of confidentiality, or knowingly induce use of such information in the business of the Company. Your employment/engagement with the Company shall not violate any obligation of confidentiality or non-solicitation of employment/assignment with any other party and that in case you are made aware of any such change in circumstances, you will inform the Company immediately of such change in the circumstances. You shall refrain from using/applying information/data in your current employment which qualifies as third party intellectual property to avoid any potential scenario of Intellectual Property contamination.

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vii. **Proprietary Rights:** You will disclose to the Company forthwith any discovery, invention, process or improvement made or discovered by you while in the service of the Company or thereafter, and all the rights, title, interest in such discovery, invention, process or improvement shall automatically belong absolutely to the Company and be the sole, absolute and exclusive property of the Company immediately upon discovery, invention or creation of process or improvement, whether or not delivered to the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for letter's patent, licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to the Company and you will execute and deliver all such deeds and documents, including in particular instruments of assignment and do all such acts and things as may be required by the Company for assigning, transferring or otherwise vesting all rights, title and interest in the same and all benefits arising in respect thereof in favor of the Company or its nominee.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

viii. **Safe-keeping of Company's property:** You will be responsible for safe keeping of and returning in good order and condition all properties of the Company, its affiliates and associated companies which may be in your possession, custody, care or charge or being used by you. In case of loss of any such property, the Company will be entitled to assess the value of the loss / damages caused to it and recover the same from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.

ix. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of authority or power of attorney issued in your favour and any property or material of the Company or any of its affiliates or associated companies in your possession at the time of cessation of your employment with the Company. You shall also return to the Company all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.

x. **Authorizations for activities:** You will not enter into any commitments or dealings on behalf of the Company for which you have not been expressly authorised nor will you alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous written consent of the Company. You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

xi. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its affiliate or associated companies or any other employee or business associate of the Company or any of its affiliates or associated companies in any public or non-public communication with any customer, client or member of the investment community or media or in any communication whatsoever.

xii. **Confidential nature of terms of employment:** You agree that, save and except as may be required by applicable law, (with the prior consent of the Company), you shall not disclose the terms of your employment to any person.

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xiii. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company.

You agree that the restrictions and remedies contained herein are reasonable and that it is your intention that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

Further, you hereby agree to indemnify and keep fully and effectively indemnified and hold harmless the Company, its affiliates, associates subsidiaries, and the directors, trustees, officers, employees, agents, authorized representatives and successors of all the foregoing from and against any and all claims, suits, actions, legal or other proceedings, demands, damages, liabilities, interest, costs, expenses (including attorney fees), and losses of whatsoever kind or nature incurred or sustained by Company or any of the third party directly or indirectly arising due to breach of any of obligations mentioned in the letter of employment and/or these terms and conditions.

04. TERMINATION OF EMPLOYMENT:

i. Employment At-Will: You acknowledge that your employment is and shall continue to be AT-WILL. This means that you have the right to terminate your employment with the Company at any time without providing any reason in accordance with the provisions hereof. Similarly, the Company may terminate your employment with or without cause at any time and for any reason in accordance with the provisions hereof. Accordingly, this letter of employment is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.

ii. Superannuation: In the normal course, you will retire from the company on attaining superannuation at the age of 58 years.

iii. Absenteeism: If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you:

a. return to work within 8 days from the commencement of such absence, and

b. give an explanation to the satisfaction of the Company regarding such absence

iv. Medical Fitness: The Company has the right to request you to get yourself medically examined by a certified medical practitioner specified by the Company during the tenure of your employment. In case you are found to be medically unfit to perform your duties, your employment may be terminated.

v. Notice Period: Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving one month notice in writing or payment of one month Basic Salary on a pro rata basis, in lieu thereof. Similarly, you may resign from the Company's employment without cause by giving one month notice in writing or by payment of one month Basic Salary on a pro rata basis, in lieu thereof. In the event of your resignation, the Company may in its sole discretion opt to accept the same and relieve you prior to the completion of the stipulated notice period of one month, without any pay in lieu of the notice period.

vi. Termination for Misconduct: Your services are liable to be terminated without any notice or salary in lieu thereof for fraud, misconduct, negligence or breach of any of the terms and conditions of your letter of employment which includes this Annexure C. Without prejudice to the general meaning of the term "misconduct", "misconduct" shall include any case of reasonable suspicion of misconduct, disloyalty, commission of an act involving moral turpitude, or any action of indiscipline or inefficiency.

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vii. Non-compete: In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or otherwise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business as the Company or any of its affiliates or associate companies.

viii. Recovery of Payments: (If applicable) Payments made towards recovery of notice period by your previous employer and relocation expenses by us will be recovered in full in the event of your separation from the Company prior to completion of 1 year from joining the Company.

05. **GENERAL:**

i. **Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on terms and conditions stipulated at such time. You will diligently and beneficially take part in the training and such assignments in accordance with Company policies and directives.

ii. **Rules, Regulations and Policies on Ethics:** You will be governed by the service rules, regulations and policies including conduct, discipline and administrative orders and any such other rules or orders of the Company that may come into force from time to time. You must observe the policies that the Company publishes / notifies from time to time. These policies include requirement that you maintain the highest standards of conduct and act with the highest ethical principles.

   a. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

   b. You are required to read and understand all policies applicable to you, all of which are available in the Reliance Management System ("RMS") portal. If you have any questions, now or in the future, please ask the Human Resources Department through the Query Management System in the ESS portal. You may also be required to sign and abide by the Policy on Ethics of the Company and undertake to sign such declarations that the Policy may demand from time to time.

   c. Women employees will be entitled to all the statutory benefits provided by the Company under the Maternity Benefit Act 1961, and its subsequent amendments, if any, details of which are set out in the RMS/ESS portal.

iii. **Media Interaction:** You will not interact with the media - electronic, print or otherwise in

   a. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the Company unless you have express and direct approval from the Company to interact with the media as a representative of the Company. Only persons duly authorized by the Company are permitted to interact with media and then only on specified subjects. Disclosure of any information other than those specifically authorized by the Company is prohibited.

   b. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Company.

   c. You shall also not disclose non-public information selectively to any particular group as it may lead to unfair advantage / discrimination.

   d. For any outside publication of books, articles or manuscripts which relate in any manner to the Company's business, policies and processes, you are required to obtain prior written approval of the Company prior to its publication or release.

   e. Any violation of the Company's media policy, will tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

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iv. **Jurisdiction:** The letter of employment is made at Mumbai and competent courts of Mumbai shall have jurisdiction over any dispute or difference whatsoever arising out of, under, in relation to or in connection with the letter of employment or breach hereof or in respect of any matter or thing herein contained.

v. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

vi. **Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.

vii. **Change of address:** You will intimate in writing to the Company any change of your residential address within a week of the same changing, failing which any communication sent to you on your last recorded address shall be deemed to have been duly served on you.

viii. **Passport:** You are required to have a valid passport at all times and ensure that the same is renewed from time to time.

ix. **Suspension:** You may be placed under suspension pending enquiry into the charges of misconduct or any other breach hereof. The salary for the suspension period will be paid to you only if you are found not guilty of any of the charges for which you are suspended and not otherwise.

x. **Travel:** You shall make your own transport arrangements to and from the place of work.

xi. **Documentation:** Please submit the following documents, if not submitted earlier:

   a. Certificates in support of your educational professional qualifications, experience, date of birth and other testimonials in original together with copies thereof.

   b. Three copies of your recent passport size photographs with blue background.

   c. Relieving letter and salary certificate from your last employer, in case you are/were employed.

xii. **Severability:** If any term or provision of this letter of employment shall be held to be invalid for any reason whatsoever, such invalidity shall not affect the validity, operation or enforceability of the remainder hereof. If the remainder of this letter is not materially affected by such declaration or finding and is capable of substantial performance, then that term or provision or part thereof shall to that extent be deemed not to form part of this letter of employment and such provision shall be replaced by a substitute provision that is legal and enforceable and is as nearly as possible consistent with the intentions underlying the original provision.

xiii. **Non Waiver:** No delay or omission on the part of Company in exercising any right, power, privilege or remedy in respect of your employment terms shall neither impair such right, power, privilege or remedy, or be construed as a waiver of it, nor shall any single partial exercise of such right, power, privilege or remedy, preclude any further exercise of it or the exercise of any other right, power, privilege or remedy.

I confirm that I have read and understood the terms and conditions set out herein and unconditionally and irrevocably accept the above terms and conditions.

Employee Name: Sudip Dhananjay Dongre

Signature:

Date: 4 Jul 2022

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TATA

Offer: Computer Consultancy
Ref: TCSL/CT20213731427/Pune
Date: 05/10/2021

Mr. Sagar Parshuram Bhong
S.N.176, Back Side Of Little Flower English Medium SchoolDhamalwadi,
Bhekrainagar,
Pune-412308,
Maharashtra.
Tel# -

Dear Sagar Parshuram Bhong,

Sub: Letter of Offer

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

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

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

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

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

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Siyati Tiara, Ground Floor, S.No. [illegible], CTS [illegible], Nagar Road, Yerwada, Pune-411 006, India
Tel [illegible] Fax [illegible] Website [illegible]
[illegible]

Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹14,784/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be **₹5,914/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of **₹500/-** being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Siyal Tiara, Ground Floor, S No. [illegible], CTS [illegible], Nagar Road, Yerwada, Pune [illegible] India
Tel: 91 20 [illegible] Fax: 91 20 [illegible] Website: [illegible]
Registered Office: [illegible]
[illegible]

2021-22

(43)

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TATA

Offer: Computer Consultancy
Ref: TCSL/CT20213739572/Pune
Date: 05/10/2021

Mr. Prathamesh Rajendra Orpe
105/1a, 'Sadgurukripa', Santnagar, LohegaonLane-G4,
Near Patil Mala Road,
Pune-411047,
Maharashtra.
Tel# 91-7350592075

Dear Prathamesh Rajendra Orpe,

Sub: Letter of Offer

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

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

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

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

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

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹**14,784/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be ₹**5,914/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹**500/-** being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of ₹**1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

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

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

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

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

CITY ALLOWANCE

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

XPLORE/ LEARNING INCENTIVES

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

OTHER BENEFITS

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

HIS offers the following benefits:

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1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

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

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

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RETIRALS

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

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

TERMS AND CONDITIONS

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

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

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

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

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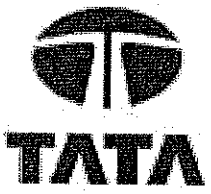

3. Training Period

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

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

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

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

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Work in SBWS mode

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

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

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related

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documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

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

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

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

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

16. Retirement

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

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by

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TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

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

19. Background Check

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

20. Submission of Documents

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

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

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

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

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

The original documents will be returned to you after verification.

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

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

21. TCS Xperience Program

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

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

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

22. Letter of Appointment

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

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from

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time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

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

25. Data Privacy Clause:

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

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

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

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

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

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

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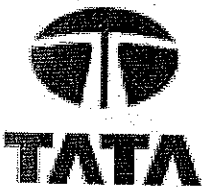

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Withdrawal of Offer
If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET

Annexure 1

Name	Prathamesh Rajendra Orpe
Designation	Assistant System Engineer-Trainee
Institute Name	All India Shri Shivaji Memorial Society' S Coe, Pune

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive**		Upto 60,000

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

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

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

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

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

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

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Annexure 2

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

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Servicelines: 1800 209 3111 Email: careers@tcs.com

Annexure 3

Confidentiality and IP Terms and Conditions

1. **Confidential Information**

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

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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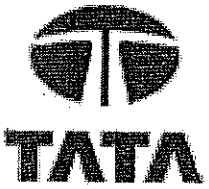

2. **Associate's Obligations**

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

3. **Intellectual Property Rights**

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

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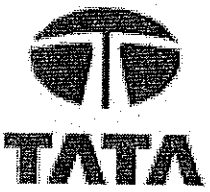

4. **Prior knowledge**

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

5. **Use of third party material**

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

6. **Security policies and Guidelines.**

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

7. **Working in SBWS Framework:**

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

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

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

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

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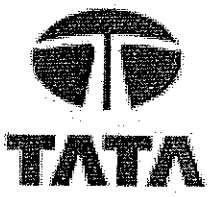

10. Equitable Rights

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

11. General

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

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

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

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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

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

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(44)

TATA

Offer: Computer Consultancy
Ref: TCSL/DT20218083545/Pune
Date: 05/10/2021

Mr. Tushar Koul
AimaNeugal Road,
Near Chopati,
Palampur-176061,
Himachal Pradesh.
Tel# 91-9634994429

Dear Tushar Koul,

Sub: Letter of Offer

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

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

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

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

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

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹**14,784/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be ₹**5,914/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹**500/-** being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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Tata Consultancy Services Limited

THERMAX LIMITED THERMAX HOUSE, 14 MUMBAI PUNE ROAD, WAKDEWADI, PUNE 411 003. INDIA ☐ TEL.: (020) 66051200, 25542122 ☐ FAX : (020) 25541226
Website : www.thermaxglobal.com ☐ IT PAN - AAACT 3910D
Customer Care : 18002090115 (India Toll Free)

Human Resources Division

THERMAX

45

Date: 18/06/2022

Sanket Popat Bagad
Flat No. 102, Shalan Heights,
Opp to Kamalraj Balaji Residency, Sai Park, Dighi
Pune, 411047
Maharashtra

Appointment as Apprenticeship Trainee

Dear Sanket,

We are pleased to offer you apprenticeship training in the **WWS** division of **Thermax Limited.** Kindly confirm your acceptance of this letter **within 2 days** from the date of receiving this letter.

Congratulations for the same!!!

This engagement is subject to-

a. You being found medically fit by a registered medical practitioner and
b. You successfully passing your engineering course in the current academic year in the first attempt.

I, Sanket Popat Bagad, state that I have understood the terms and conditions mentioned herein above and I accept the same.

Signature :

Date :

THERMAX LIMITED THERMAX HOUSE, 14 MUMBAI PUNE ROAD, WAKDEWADI, PUNE 411 003. INDIA ☐ TEL.: (020) 66051200, 25542122 ☐ FAX : (020) 25541226
Website : www.thermaxglobal.com ☐ IT PAN - AAACT 3910D
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Human Resources Division

THERMAX

Below are the terms and condition of your appointment post joining the organization.

1. **Monthly Stipend** - During the apprenticeship training period you will be paid a stipend of Rs. 29,167/-p.m. This will exclude any tax or deduction, as applicable.

2. **Period of Apprenticeship Training** - You will be on an apprenticeship training period of 12 months from the date of joining. While you are with us, you will undertake to abide by all the rules, regulations and protocol of the company. During the apprenticeship training period, you will not seek any other employment.

3. **Working Hours:** Your training will be in normal shift timing, as decided by the company.

4. **Leave:** You will be entitled to 21 days of leave which should be availed only after approval from your supervisor.

5. **Travel:** Whenever you are required to undertake any travel on Company work, you will be reimbursed travel expenses as per Company policy.

6. **Transfer** – During your apprenticeship training period you may be transferred to any of our department, establishment, branch or subsidiary of the company in India.

7. **Separation** – In the event of your separation, you need to inform in writing to your Human Resource Business Partner 30 days in advance.

8. **Confidentiality** - You will not disclose, divulge and share any information related to Company's product, customers, drawings and any such confidential information during the course of your apprenticeship training period without prior approval from your supervisor.

9. **On separation/completion of apprenticeship period** – On separation or completion of your apprenticeship training period, you will hand over all the IT related assets, documents, drawings etc., given to you by the company during your training period. Further you shall not make, retain or share any copies of these items and share thereof.

10. You will be governed under the provision of the Apprentices Act, 1961 and Apprenticeship Rule 1992.

THERMAX LIMITED THERMAX HOUSE, 14 MUMBAI PUNE ROAD, WAKDEWADI, PUNE 411 003. INDIA ☐ TEL.: (020) 66051200, 25542122 ☐ FAX : (020) 25541226
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Human Resources Division

THERMAX

11. On successful completion of your Apprenticeship you will be given a certificate as per the provisions of the Apprentice Act, 1961.

12. During the apprenticeship training period, if required you may be asked to undergo Medical examination on any health related issue.

13. If the above terms and conditions are acceptable to you, please return the enclosed copy of this letter with your signature along with the documents / certificates as mentioned in Annexure-A.

We look forward to you joining the Thermax family.

Yours sincerely
For **Thermax Limited**

Jasmeet Bhatia
Chief Human Resources Officer

Encl.: Annexure A

I, Sanket Popat Bagad, state that I have understood the terms and conditions mentioned herein above and I accept the same.

Signature: _____

Date: _____

(46)

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APPOINTMENT LETTER

April 20, 2022

Dear Ranjeet Patil,

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

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. **mywipro.wipro.com**

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as

Mech. 47

(47)

Ref.: PARI/Offer/2022-23/013
Date: Wednesday , June 22 ,2022.

To,
Ms. Prajakta Shinde,
AISSMS Jijamata Hostel,
Shivaji Nagar,
Pune, Maharashtra
Pin Code: 411003.

Subject: OFFER FOR EMPLOYMENT

Dear Prajakta,

With reference to your application dated " **Monday, May 9, 2022",** and subsequent interview/ discussions that you have had with us, we are pleased to offer you full time employment in our Company as **"Graduate Trainee- Training and Development"** in Resource Group **"Training and Knowledge Management"**, on the following terms and conditions. You will be functionally & administratively reporting to **Lead Member** or such other persons as shall be directed by the Company.

1. This offer letter is valid for one week from the date of offer. Unless informed to you in writing by the Company, the offer would be invalid after a week's time.

2. You shall join the Company as a full time employee on or before **"Monday, July 4, 2022".**

3. Your Gross salary per annum (as per the provisions of law including its applicability) at the time of joining will be ₹ **2,90,000/- (Rupees Two Lakh Ninty Thousand Only) per annum as per details mentioned in ANNEXURE - I.**

4. You are required to sign Two Years undertaking (Service Bond) at the time of joining.

5. You will be under Training for first Twelve months from the date of your joining.

6. You shall be on probation for a period of Six months after completion of your training period.

7. Upon completion of probation period, subject to your satisfactory performance, you shall be made a permanent employee of the Company. The Company reserves the right to extend your probation period at its sole discretion.

8. During training and probation period, either party shall have the right to terminate employment, subject to one month's notice in writing to the other party, or payment of amount equivalent to one month's salary in lieu thereof.

9. During training and probation period, if your work or conduct is not found suitable and satisfactory, the Company shall have the right to terminate your employment without giving any notice or pay in lieu thereof at its sole discretion.

10. Please note that the above offer of employment is subject to your getting declared medically fit by the registered medical practitioner. You are requested to get yourself medically examined by a Registered Medical Practitioner.

11. You shall abide by all the rules, regulations, policies and the Code of Conduct of the Company.

shindePG
Prajakta Shinde

Business Unit

Wipro PARI Pune
Gat No. 463/A/2/8 -11, 15, 16
Village Dhangarwadi
Tal. Khandala
Dist. Satara - 412 801
Maharashtra, India

T : +91 (02169) 246 300/700
E : sales@parirobotics.com
W : parirobotics.com

Registered Office

Precision Automation & Robotics India Limited
Gat No. 463/A/2/8 - 11, 15, 16
Village Dhangarwadi
Tal. Khandala
Dist. Satara - 412 801
Maharashtra, India

T : +91 (02169) 246 300/700
E : sales@parirobotics.com
W : parirobotics.com
C : U72200PN1990PLC057687

12. Any Expenses incurred by the Company for your hiring such as reimbursement of shortfall of notice period etc. would be recovered from you if you voluntarily resign the services of the Company within one year from the date of appointment.

13. Your principle place of work shall be at **Dhangarwadi, Dist.: - Satara**. However, your services shall be transferable to anywhere, in India or abroad, depending upon needs of the Company.

14. This offer is made on the basis of information, testimonials and documents that you have submitted, and other information that you have communicated verbally. At the time of joining, you shall be required to submit such testimonials and documents as may be required by the Company. The Company shall, within its right, verify the correctness of such testimonials, documents and information at any time in future. If it is found, at any time, that the information provided by you is incorrect, or that some information is suppressed, the Company shall have the right to terminate your employment without any notice and compensation thereof. Further, you have represented and assured that your appointment and employment with the Company does not contradict your obligations and responsibilities, including but not limited to, non-compete, non-disclosure and non-solicitation covenants accepted by you before joining the Company.

15. It will be your duty to obtain a valid passport within 4 months. In case if you are unable to obtain passport within 4 months of joining, Company will initiate its own process for obtaining the passport. You are expected to solicit full cooperation for this process in terms of submitting documents, presenting at the passport office when called for, etc. The expenses for obtaining the passport will be recovered from your salary in such a case. You are also advised to take corrective steps for getting passport extended in case it is nearing the expiry date.

Your detailed appointment letter incorporating the other terms and conditions of service shall be issued to you at the time of your joining the Company.

Note: On the day of joining, please report to HR Department at **9:00 am** and you need to produce the Originals and handover photocopies **(all mandatory)** of the following documents –

All Certificates Relating To Your Academic Qualifications	6 Passport Size Photographs
School Leaving Certificate Or Transfer Certificate	PAN Card - 2 Copies
Birth Certificate	Aadhar Card - 2 Copies
Address Proof – (Present)	Passport

This letter is issued in duplicate. Please sign and return one copy of the same as token of your acceptance of this offer.

We look forward to you joining the Company.

Sincerely,
For **Wipro PARI Pvt. Ltd.**

Amit Choudhary
Corporate Head – Human Resources

Received & Accepted
Prajakta Shinde

Business Unit
Wipro PARI Pune
Gat No. 463/A/2/8 -11, 15, 16
Village Dhangarwadi
Tal. Khandala
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T : +91 (02169) 246 300/700
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Registered Office
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E : sales@parirobotics.com
W : parirobotics.com
C : U72200PN1990PLC057687

ANNEXURE – I

Statement of Gross Salary			
Name	Prajakta Shinde		
Team	Training and Knowledge Management		
Function	Training and Development		
Designation	Graduate Trainee		
Date of Joining	20-Jul-22		
Sr. No	Monthly Components	Monthly (INR)	Yearly (INR)
A	Basic	12,500	1,50,000
B	**Allowances**		
1	House Rent Allowance	625	7,500
2	Wipro Benefit Plan	7,552	90,620
3	Additional Allowance	967	11,604
	Subtotal - Allowances	**9,144**	**1,09,724**
C	**Total Monthly Salary (A+B)**	**21,644**	**2,59,724**
D	Company contribution to Provident Fund - **See Note - A - Other Benefits -1- Statutory Retirement Benefits**	1,800	21,600
E	**Total Fixed Compensation (C+D**	**23,444**	**2,81,324**
F	Survivor Benefit Pension @0.50% of Basic	63	756
G	Health Benefit (MAS)	660	7,920
H	**Total Cost To Company (E+F+G)**	**24,167**	**2,90,000**
For reference - Other Benefits \ Facilities other than above			
Sr. No	Other Benefits	Monthly (INR)	Yearly (INR)
1	Gratuity liability as per Gratuity Act 1972	601	7,212
2	Statutory Bonus as per Bonus Act 1965	2,500	30,000
3	Bus Facility	2,263	27,156
4	Mobile Facility	-	-
5	Mediclaim Premium	223	2,678
I	**Total- Cost of Other Facilities**	**5,587**	**67,046**
	Annual Cost to Company [H+I]	**29,754**	**3,57,046**
Take Home Salary PM - Before Income Tax - INR			19,346

Note: -

A - Other Benefits

1. Statutory Retirement Benefits
   a. Company shall contribute required contribution to the PF as per rules prevailing from time to time based on your salary. Deduction from the moneys payable to you shall also be done in accordance with the PF laws applicable from time to time. If you decide to contribute to PF additional amount from your own sources, it shall be considered as voluntary payment from the employee, and the company shall not make any matching contribution for such voluntary contribution by the employee, unless prescribed by the law from time to time.
   b. You shall be eligible for gratuity, on cessation of your employment with the Company, as per the Payment of Gratuity Act, 1972 ("Gratuity Act"), subject to applicable criteria contained thereunder. Your maximum gratuity entitlement shall be as per the limit prescribed under the Gratuity Act from time to time. The present maximum limit of gratuity as per the Gratuity Act is Rs. 20 Lacs
2. Employee State Insurance

   In case an employee is mandated by law to be covered under ESI act, the company shall comply with such provision. In such case, the said employee shall not be provided the facility of Group Mediclaim Insurance.

3. Survivor Benefit Pension

   Monthly income to the surviving family (as nominated) in the event of death of a confirmed employee in the form of pension

4. **Medical Assistance Scheme (MAS)**

Up to INR **15000** per annum (computed proportionately based on commencement of program / leaving during the year, where applicable). This can be used for the following:

- **Medicine chest**: Over-the-counter medicines for common ailments without a prescription
- **Spectacle Lens/ Contact Lens / Bifocals**
- **Domiciliary expenses**: Reimbursement for doctor's consultation and prescribed medicines

5. **Wipro Benefits Plan (WBP)**

WBP is a basket of allowances that an employee can choose from, based on personal needs and preferences. The amount declared towards the components, subject to limits, is reduced from the pre-tax salary. This helps in managing tax effectively.

6. **Transport**

Company may provide you such transport facility as per the transportation policy of the company from time to time.

7. **Insurance**

a. Company may cover you under suitable Group Mediclaim Insurance plan as per the company policy prevailing from time to time.
b. Company may cover you under suitable Group Term Life Insurance plan as per the company policy prevailing from time to time. Monthly equated premium amount shall be fully borne by you and it shall be deducted from your monthly gross salary.
c. Company may cover you under the Group Personal Accident Insurance Policy as per the company policy prevailing from time to time.
d. Company may cover you under Employee Compensation Policy as specified under the Employee Compensation Act, 2015
e. Note that none of the above facility is entitlement of the employee, and above facilities are provided pro-bono in good faith solely to increase the satisfaction of the employee, and to ensure minimum disruption in the Company's business due to any unforeseen event.

8. **Income Tax**

Company shall compute Income tax applicable to you as per the Income Tax Act, 1961 and deduct the same from your salary. It shall be employee's responsibility to declare the investments and other deductibles on the Employee Self Service portal. Note that the Company shall not be liable for losses to it due to misdeclaration, as such if such losses occur; the Company reserves the right to recover such losses from the employee

Any past or future representation of the cost to company of an employee must not consider being employee's salary. It is just an enumerative representation of approximate cost that the company may incur in respect of employee's employment with the company and is solely illustrative in nature. The salary of the employee shall be ascertained for purposes of statutory compliances as per laws prevailing from time to time.

9. **Weekly Off/Holidays**

You are eligible for weekly off/Holidays as per the prevailing policies of the Company. You will be notified of your actual duties from time to time. You may also be required to work in shifts as and when considered necessary by the company.

B – **Amendments in law**

The above compensation package is provided on gross salary basis if at any time there is modification/amendment(s) in law that may warrants additional burden on company included but not limited on account of PF, Gratuity or any taxation or any other component, management reserved its right to change the compensation structure without any notice as to maintain gross salary and comply with the amended/modified laws. The employee will agree and accept such modification(s) without any obligation to the company.

For **Wipro PARI Pvt. Ltd.**

Amit Choudhary
Corporate Head – Human Resources

Accept
Prajakta Shinde

Mech.

Ref.: Wipro-PARI/Appt/T/56/2022-2023
Date: July 20, 2022

To,
Ms. Prajakta Shinde
AISSMS Jijamata Hostel,
Shivaji Nagar, Pune MH.
Pin Code: 411003

Sub.: Appointment with Wipro PARI

Dear Prajakta,

This has reference to your interview you had with us on May 09, 2022. We are pleased to offer you training on the following terms and conditions with effect from July 20, 2022 for a period of 12 Months up to July 19, 2023.

1. Your training shall start on July 20, 2022 and end automatically on July 19, 2023.

2. Your Gross salary of Rs. 2,90,000/- per annum as per attached annexure.

3. You will be subject to the provisions of the Standing Orders framed under the Industrial Employment (Standing Orders) Act 1946 as applicable from time to time.

4. You will be required to attend duties and when required at timings in any shift at present in existence or which may be started subsequently which may be nominated by us consistent with the requirement of the organization. It should not be presumed that the scope of your duties is circumscribed or limited by your designation and it should be clearly understood that we reserve to ourselves the absolute right to allot you any type of duties whatsoever consistent with the work requirements and the nature of your employment.

5. During the tenure of your training with the company, you will be liable to be transferred to any Dept., Section, and Establishment of the company or at any other place where the work of the company is carried out. You shall also be liable to be transferred to such establishments, which may be newly established after your joining the company. You will be covered by the rules and regulations and the terms and conditions applicable at the place where you shall be posted/transferred/deputed.

6. Throughout your continuance of services with the company, you should be medically fit and free from any disease. It will be open for the company to require you to undergo such medical test as may be determined and in the event, the company finds it unsuitable for you to be continued on medical grounds, the decision of the company in that case shall be final and your services will be liable to be terminated.

7. You will be allowed leave as per the current notifications of the company and as per the notification issued from time to time. You shall also fully abide by the travel and deputation rules as notified by the company from time to time.

8. Your performance will be reviewed periodically during the training period. If your performance does not meet with the requirements of the training program, your training period would be extended by a maximum of six months with an interim review after three months.

Shinde P.G

Ms. Prajakta Shinde

Registered Office & Factory
WIPRO PARI PRIVATE LIMITED
(Formerly known as Precision Automation and Robotics India Limited)
Gat No. 463/A/2/8 - 11, 15, 16
Village Dhangarwadi
Tal. Khandala
Dist. Satara – 412 801
Maharashtra, India
T : +91 (02169) 246 300/700
E : sales@wipropari.com
W : wipropari.com
C : U72200PN1990PTC057687

Business Unit
Bangalore Plant
Unit-1, A12-1, 1st Main,
2nd Stage, Peenya Industrial Area,
Bangalore- 560 058
T :+91 8904021750
E :sales@wipropari.com
W:wipropari.com

Annexure
Remuneration and Other Benefits

Statement of Gross Salary			
Name	**Ms. Prajakta Shinde**		
Team	**Training and Knowledge Management**		
Function	**Training and Development**		
Designation	**Graduate Trainee**		
Date of Joining	**July 20, 2022**		
Sr. No	**Monthly Components**	**Monthly (INR)**	**Yearly (INR)**
A	Basic	12,500	1,50,000
B	**Allowances**		
1	House Rent Allowance	625	7,500
2	Wipro Benefit Plan	7,552	90,620
3	Additional Allowance	967	11,604
	Subtotal - Allowances	**9,144**	**1,09,724**
C	**Total Monthly Salary (A+B)**	**21,644**	**2,59,724**
D	Company contribution to Provident Fund - **See Note - A - Other Benefits -1- Statutory Retirement Benefits**	1,800	21,600
E	**Total Fixed Compensation (C+D**	**23,444**	**2,81,324**
F	Survivor Benefit Pension @0.50% of Basic	63	756
G	Health Benefit (MAS)	660	7,920
H	**Total Cost to Company (E+F+G)**	**24,167**	**2,90,000**

Note: -

A - **Other Benefits**

1. **Statutory Retirement Benefits**
   a. Company shall contribute required contribution to the PF as per rules prevailing from time to time based on your salary. Deduction from the moneys payable to you shall also be done in accordance with the PF laws applicable from time to time. If you decide to contribute to PF additional amount from your own sources, it shall be considered as voluntary payment from the employee, and the company shall not make any matching contribution for such voluntary contribution by the employee, unless prescribed by the law from time to time.
   b. You shall be eligible for gratuity, on cessation of your employment with the Company, as per the Payment of Gratuity Act, 1972 ("Gratuity Act"), subject to applicable criteria contained thereunder. Your maximum gratuity entitlement shall be as per the limit prescribed under the Gratuity Act from time to time. The present maximum limit of gratuity as per the Gratuity Act is Rs. 20 Lacs
2. **Employee State Insurance**
   In case an employee is mandated by law to be covered under ESI act, the company shall comply with such provision. In such case, the said employee shall not be provided the facility of Group Mediclaim Insurance.
3. **Survivor Benefit Pension**
   Monthly income to the surviving family (as nominated) in the event of death of a confirmed employee in the form of pension

Shinde P-G
Ms. Prajakta Shinde

4. **Medical Assistance Scheme (MAS)**

Up to INR 15000 per annum (computed proportionately based on commencement of program / leaving during the year, where applicable). This can be used for the following:

- **Medicine chest:** Over-the-counter medicines for common ailments without a prescription
- **Spectacle Lens/ Contact Lens / Bifocals**
- **Domiciliary expenses:** Reimbursement for doctor's consultation and prescribed medicines

5. **Wipro Benefits Plan (WBP)**

WBP is a basket of allowances that an employee can choose from, based on personal need and preferences. The amount declared towards the components, subject to limits, is reduced from the pre-tax salary. This helps in managing tax effectively.

6. **Transport**

Company may provide you such transport facility as per the transportation policy of the company from time to time.

7. **Insurance**

a. Company may cover you under suitable Group Mediclaim Insurance plan as per the company policy prevailing from time to time.
b. Company may cover you under suitable Group Term Life Insurance plan as per the company policy prevailing from time to time. Monthly equated premium amount shall be fully borne by you and it shall be deducted from your monthly gross salary.
c. Company may cover you under the Group Personal Accident Insurance Policy as per the company policy prevailing from time to time.
d. Company may cover you under Employee Compensation Policy as specified under the Employee Compensation Act, 2015
e. Note that none of the above facility is entitlement of the employee, and above facilities are provided pro-bono in good faith solely to increase the satisfaction of the employee, and to ensure minimum disruption in the Company's business due to any unforeseen event.

8. **Income Tax**

Company shall compute Income tax applicable to you as per the Income Tax Act, 1961 and deduct the same from your salary. It shall be employee's responsibility to declare the investments and other deductibles on the Employee Self Service portal. Note that the Company shall not be liable for losses to it due to misdeclaration, as such if such losses occur; the Company reserves the right to recover such losses from the employee

Any past or future representation of the cost to company of an employee must not consider being employee's salary. It is just an enumerative representation of approximate cost that the company may incur in respect of employee's employment with the company and is solely illustrative in nature. The salary of the employee shall be ascertained for purposes of statutory compliances as per laws prevailing from time to time.

B – Amendments in law

The above compensation package is provided on gross salary basis if at any time there is modification/amendment(s) in law that may warrants additional burden on company included but not limited on account of PF, Gratuity or any taxation or any other component, management reserved its right to change the compensation structure without any notice as to maintain gross salary and comply with the amended/modified laws. The employee will agree and accept such modification(s) without any obligation to the company.

For **Wipro PARI Private Limited,**

Amit Choudhary
Corporate Head – Human Resources

Accepted

Ms. Prajakta Shinde

9. On successful completion of training, based on your performance during and at the end of the training period, you will be absorbed on the roles of the company in the appropriate cadre depending on suitable openings.

10. You will also not work without written permission of the company elsewhere with or without remuneration in your spare time in any capacity whatsoever.

11. You cannot take up any other assignments during the training period.

12. During the training period, either party shall have right to terminate employment, subject to one month's notice in writing to the other party, or payment of amount equivalent to one month's salary in lieu thereof. You shall not work directly or indirectly with any persons, firm or organization, which is direct or indirect competitor of company, for a period of 2 years from the date of separation from company.

13. You will not without the consent of the management disclose or divulge or make public except on legal obligations any information regarding company matters and demonstrations on research carried out whether the same be confined to you or become known to you in the course of your service or otherwise.

14. You shall observe strict secrecy regarding the business of the company and shall not divulge directly or indirectly or disclose to any person any affairs or any information regarding the company. You shall also not publish any written articles or deliver any talk or give any interview on any subject related to the company.

15. You shall be responsible for safe keeping and return in good condition and order, the company's property which may be in your use/custody/care or charge. The company reserves the right to deduct money value of all such items from your emoluments and/or take such action as it deems proper in the event of your failure to account for them to the satisfaction of the company.

16. You would be posted at Dhangarwadi, Dist - Satara. However, your services can be transferred to any other division, activity, geographical location, branch, group company, sister concern or subsidiary of the Company. In such an eventuality, you will be governed by the terms and conditions and the remunerations as applicable to such place to which your services may be temporarily or permanently transferred.

17. It will be your duty to obtain a valid passport within 4 months of joining. In case if you are unable to obtain passport within 4 months of joining, company will initiate its own process for obtaining the passport. You are expected to solicit full cooperation for this process in terms of submitting documents, presenting at the passport office when called for, etc. the expenses for obtaining the passport will be recovered from your salary in such a case.

    You are also advised to take corrective steps for getting passport extended in case it is nearing the expiry date.

For **Wipro PARI Private Limited,**

Amit Choudhary
Corporate Head – Human Resources

I have received a copy of this appointment letter. I have fully understood the contents therein. I am signing this appointment order as a token of my having accepted all the terms of conditions mentioned therein and do hereby declare that all the terms and conditions stated therein shall be fully binding on me.

Received & Accepted

Ms. Prajakta Shinde

Name - Patel Kaushik Basid Email ID - kaushik1995patel@gmail.com
Contact No - 9527585360

48

REGD AD

Central Railway

Personnel Department,
CWM's Office,
Matunga, Mumbai –19.
Date: 21-09-2022
22

No. MTN/EM/E1/R&T/17

Shri Patel Kaushik Basid
Venus Apt Room no 2/A,
Ganeshnagar Wadgaonsheri,
Pune, Pincode 411014.

Sub: Engagement of JE (Mechanical Workshop), Grade Pay 4200 in7th CPC Matrix level – 6 in Carriage Workshop, C. Rly, Matunga, Mumbai- 19.
Ref: APO (RRC) L. No. P/CR/HQ/RRC/110/7/M/JE dtd. 20-09-2022.

******

APO (RRC) vide letter under reference above has intimated that you have been selected for the post of JE (Mechanical Workshop), Pay Matrix Level -6 against RRB quota in this workshop. You are hereby advised to attend this office for Medical Re-examination and further process of appointment on 23/09/2022 at 9:30 am with Medical Fees Rs.24/-.There will be no TA/DA permissible to attend this office.

Your engagement will be subject to the following terms & conditions:

1. You will be governed by the rules framed by Central Govt., Railway Board and Central Railway issued from time to time.

2. You, as well as your surety, shall execute the enclosed standard agreement together with the Indemnity Bond on a non-judicial stamp of the proper value in Mumbai before commencement of training.

3. The parties to the agreement at S.No.2 of the Deed of Indemnity will refund to the Administration all the amount received by you, plus interest thereon, as cost of training. In case you fail to complete the training period successfully or decline to accept the appointment offered on completion of training.

4. Your training period will be of 52 weeks and you will be paid stipend at the rate of Rs. 35,400/- + DA only.

5. You must produce all original certificates of educational qualification/technical qualification and also in respect of Caste and age together with attested copies of the same and 6 passport size photographs.

6. If you belong to SC/ST/OBC/EWS category, you should produce the certificate issued by the Competent Authority in prescribed format of Central Government duly bearing seal of Competent Authority.

7. OBC Candidates should produce the original OBC certificate bearing correct name of the candidate in prescribed format of Central Govt. with Non- Creamy layer and seal signature of issuing Competent Authority.

Ansari Sir

For placement record

AY 21-22
BE
Mech

-2-

24/09/2022

21/9/22

8. If you are working in any Central Govt /State Govt. Organization/ Automonus body/Public Sector undertaking, you shall bring Technical Resignation letter from the employer. If you are working in any private organization, you should bring letter of acceptance of your resignation.

9. You will have to accept the Trade assigned by the Administration.

10. You will be covered under National Pension Scheme 2004 in Railways, on regularization after successful completion of training.

You are also advised to Character certificate is to be submitted issuing from the Head of the educational Institute last attended by you and an affidavit in enclosed format.

You will have to submit your Bank A/c no. with IFSC code, MICR code, Branch Address & code, PAN Card, Aadhaar Card at the time of reporting.

If you fail to report to this office on or before 30-09-2022, it will be assumed that you are not interested in the offer of Appointment and the same will be treated as withdrawn.

Travelling Authority

Shri. Patel Kaushik Basid, is authorized to travel from nearest Railway Station Pune to *Matunga / Matunga Road* in 2nd class ordinary/M/Exp trains in terms of Railway Service (pass) rule 1986 sch. VII item no 15. From 23-09-2022 to 30-09-2022 for joining of service on first appointment in MTN C.Rly. This authority is valid till reporting for joining.

The following forms are enclosed herewith for execution and compliance.

Encl. 1. Standard Agreement.
2. Indemnity Bond.
3. Attestation form.
4. Character certificate.
5. Affidavit Format.

23/09/2022

(Abhishek)
Dy CPO
Matunga

CERTIFICATE OF CHARACTER

Certified that I have known Shri/Smt/Kum Patel Kaushik Basid Son/ Daughter/ Wife of Shri Patel Basid Gaffar for the last 4 yrs years _____ months and that to the best of my knowledge and belief he/she bears reputable character and has no antecedents which will render him unsuitable for Government employment.

Shri/Smt./Kum _____ is not related to me.

Place : Pune

Date: 26/09/2022

AISSMS COLLEGE OF ENGINEERING ★ PUNE ★

26/9/22

Signature

Designation PRINCIPAL

(Seal) AISSMS, COE, PUNE-1

Note : The above certificate should be issued by the Head of the Educational Institution last attended by the candidate and should be attested by two gazette officers at the space provided below with their official seal and designation.

Attested:

Place : _____

Date : _____

Signature _____

Designation _____

(Seal)

2021-22 2021-22 49.

(49)

Cognizant

Letter of Intent (LOI)

Superset ID: 1730659

January 07, 2022

Dear Santosh Balu Shirsath,

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 Analyst 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 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. 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 2 weeks from the date of the LOI. Hence, you are requested to accept or decline the LOI within 2 weeks 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

2021-22
567

Cognizant

49

22-Apr-2022

Dear Santosh Balu Shirsath,
B.E., Mechanical Engineering
AISSMS Group of Institutes

Candidate ID – 19800351

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 only **15 days** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

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

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

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

• 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

Sign: _____
Name:

Santosh Balu Shirsath

Sign: _____
Date:

2021-22 Mech (50)

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KPIT

Offer Letter and Terms of Employment
Date: 12.04.2022

Dear **Sidhdee Manohar Bhase,**

At the outset, we would like to extend our sincere thanks for exploring career opportunities with KPIT. Further to our discussions, we are delighted to extend you an offer of employment.

This offer is based on your profile, relevant work experience and performance in the selection process.

- Designation: **Trainee**
- Grade: **A**

Your Total Target Compensation including all benefits will be Rs. 4,00,000/- (Four Lakh) per annum; upon Successful Completion of KPIT Elective (If Applicable).

You shall be governed by the terms and conditions of service during your employment with KPIT as per existing policies and those that may be amended from time to time.

Kindly confirm your acceptance through the system generated email within 7 days from the date of this offer beyond which this offer is considered null and void. Your offer is subject to following clauses:

a. You are required to go through our Flagship Foundation Level Training program - 'Genesis', led by the Education and Competency Development (ECoDe) Team of KPIT. As Genesis program is designed to run online, it can be self-paced and attended along with your current curriculum.
b. Your performance on this program would be assessed and tracked in the form of a Merit-List.
c. The Genesis program would be followed by an Internship Program (online/offline or hybrid) for a stipulated duration, mapped to specific KPIT Delivery Verticals (Departments). Your commencement of internship in these verticals at KPIT would be determined basis the Merit-list and your overall academic obligations at the time. Additionally, your performance during the Internship period would decide the onboarding date for live vertical-specific projects at KPIT. Onboarding to live projects would commence only on completion of the final examinations.
d. The selection and joining decision at KPIT will stand cancelled in the event of failure in the pen-ultimate / final semester BE Examinations or alternatively if the performance in Genesis program and Internship engagement is sub-par.

Remuneration during Genesis and Internship Programs:

- Stipend / salary is not applicable during the Genesis training program. Stipend will be paid out for the Internship duration only on successful clearing of the Genesis training modules and completion of the Internship engagement.
- Monthly salary would commence once allocated to live projects, at the end of the respective month.

You will be eligible for Gratuity, Mediclaim and Group Personal Accident Insurance benefits as per the company policy. The duly signed appointment letter will be issued to you on the first day of your joining at KPIT only upon submitting your valid testimonials and related joining formalities.

A new assignment, work place and colleagues, await you to jump start to achieve the company's vision of building a global Mobility Organization. Work life at KPIT is all about mobility, enabling our customers by accelerating implementation of next generation mobility technologies. We value fun as an integral part of our culture.

For: KPIT Technologies Limited

Rahul Uplap
Associate Vice President
Global Head - Education & Competency Development (ECoDe)

KPIT

OTHER BENEFITS

Annual Leave

- You will be eligible for Annual Leave as per the Employer's Leave Policy, the policy however can be modified time to time at Employer's discretion. You can refer to the Leave Policy on the "myWorld", KPIT's internal portal

Holidays

- You are entitled to Public Holidays applicable at India every year at the regular rate of pay. If placed at a customer site, you must follow holidays observed by customer.

Benefits Coverage

- Group Medical Insurance cover of **INR 6,00,000.00/-**
- Group Term Life Insurance cover of **INR 11,00,000.00/-**
- Group Personal Accident Insurance cover of **INR 20,00,000/-**

* The above Plan however can be modified on yearly basis at Employer's discretion

Terms of Employment -

Bond

- You will also be required to sign a bond of 2 years on the date of joining the Company (For some additional technology trainings, there will be a separate additional bond). In the event of breaching the bond, there will be a penalty of INR 2,00,000 payable to the company in lieu of training costs. The detailed terms and conditions are given in the agreement. You acknowledge that you are willing to sign the bond at the time of joining.

Compensation Structure

- The structure of the compensation package offered to you will be as per the prevailing Company policy at the time of your joining.

Conditional Offer:

- The Offer is valid subject to :
  a. Passing of KPIT PACE Assessment (if applicable)
- Your joining in the organization is subject to:
  a. Completion of degree in stipulated time frame, without keeping any terms/backlog and is eligible for award of degree certificate by the respective University.
  b. Submission of all the relevant academic certificates / mark sheets.
  c. In case at the time of joining the Company OR within a time specified by the Company, the candidate is not able to produce the above documents, the Offer / employment will be terminated with immediate effect.

PACE & EkWip Program

- **PACE** (Program for Academic Collaboration and Engagement) is a KPIT flagship program, which provides foundation knowledge on the Automotive Technologies. The KPIT created courses are delivered to students while they are in the Institution for their degree program. It is recommended that Students can opt to undergo this program at their own choice to make themselves Industry ready.
- **EkWip** program is a KPIT program that engages the candidates who have been offered KPIT placement to make them KPIT ready even before they join us. This is a mandatory intense online program that is administered through digital technologies.
- Its mandatory for all the candidates who receive an offer from KPIT to complete the **PACE and EkWip** programs which includes assessments. The assessment scores will determine the on-boarding process.
- Course Contents, Subject Matter Expertâ€™s connects and assessments would be hosted through digital platforms.
- Course launch dates and duration will be communicated later, by the campus team.

Joining Date and Location

- Will be announced later by Campus team. Joining date and location depends on business need, batch planning and your PACE assessment score. On-boarding date is spread across the financial year.

Working Hours

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

KPIT

Mobility

- KPIT reserves the right to transfer / utilize your services at any of its offices, work sites, or outside India, on the terms and conditions as applicable to you at the time of transfer.

Salary Review, Increments and Promotions

- Your performance and contribution to the company will be an important consideration for salary Review,increments and promotions
- You will be considered for salary review and promotions as per the company's policies effective from time to time.

Alternative Employment

- As a full-time employee of KPIT, you are not permitted to undertake any other business, assume any public office, honorary or remunerative, without the written permission of KPIT

Confidentiality Agreement

- As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of KPIT and its clients

Overseas Agreement / International Assignment Agreement

- If you are on international assignment, you will be covered by the KPIT International Assignment policy from the date of deputation, accordingly, you will be required to sign the applicable Overseas Deputation / International Assignment Agreement(s).
- In case of every international assignment that exceeds 30 days, you will be required to serve notice period KPIT as per the policy. This is to ensure that the knowledge and information gained by you during your assignment is shared and available to KPIT and its associates. This transfer of knowledge and information is essential for KPIT to continue to serve its clients and customers better
- If you are deputed internationally for training, you will be required to sign an agreement to serve KPIT for a minimum period of 12 months on completion of training

KPIT Code of Conduct

- You are required to sign the KPITs Code of Conduct and follow the same in your day to day conduct as an employee of KPIT

Notice Period

- During your employment with KPIT, either you or KPIT can terminate the appointment by giving 90 calendar day's written notice or 3 month's basic salary in lieu of the notice.
- The Company reserves the right to release the employee prior to the notice period taking into consideration business needs and work exigencies and the Company will not be liable to make any payment to the employee in lieu of the notice period. If you are covered under Deputation Agreement / International Assignment Agreement, either you or KPIT can terminate the appointment by giving 90 calendar day's written notice as set out in the Separation Policy of KPIT
- KPIT reserves the right, if it is in the interest of the business and current assignment, to ask you to complete your notice period or decide whether your existing earned vacation or basic salary in lieu of notice period may be adjusted against the entire or partial notice period.
- In case you decide to end your employment with the Company or the Company terminates your services for any reason before you complete one year of employment with the Company,
- The company retains the right to recover from you any expenses incurred by it about your recruitment including, but not limited to, fees paid to consultant, joining benefits paid to you (if any), etc. and
- The company retains the right to recover from you any expenses incurred by it for processing any visa/ work permit for you and/or any of your family members.
- The Company also reserves the right to recover the period costs of any specific expenditure incurred, either on processing a visa/ work permit or for any specific training given for an assignment and where you are unable, for any reason, to fulfil your part of the obligation, either to travel or to complete the assignment.

Retirement

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

KPIT

Employment in India

- In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and or any other permissions and / or documentation as prescribed by the Government of India for permanent employment with KPIT. Keeping your permit / permission up to date during the course of employment with KPIT and submitting a valid copy of that to KPIT is your responsibility

Letter of Appointment

- You will be issued a letter of appointment at the time of your joining and completing joining formalities as per KPITs policy

Terms and Conditions

- The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment

Rules and Regulations of the Company

- Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of KPIT as applicable to you and the changes therein from time to time.

Compliance to all clauses

- You will be required to fulfill all the terms and conditions mentioned in this letter of offer. Any failure to fulfill any term and / or condition would entitle KPIT in withdrawing this offer letter at its sole discretion.

Validity:

- This offer is valid for a period of 7 days from the date of issue. Also, the company has made the offer of employment on the basis of the bonafide statements and facts provided by you. At the time of employment or during employment if the company finds the information provided to be false or misleading, it reserves the right to take appropriate disciplinary action against you which also includes termination of employment.
- In case you decide to end your employment with the Company or the Company terminates your services for any reason before you complete one year of employment with the Company,
- the company retains the right to recover from you any expenses incurred by it in connection with your recruitment including, but not limited to, fees paid to consultant, joining benefits paid to you (if any), etc. and
- the company retains the right to recover from you any expenses incurred by it for processing any visa/ work permit for you and/or any of your family members

Arbitration

- Any dispute concerning the subject matter of the present appointment letter or Confidentiality & IPR Assignment Undertaking or the breach, termination or validity thereof which shall include but not limited to issue as to the interpretation, operation, or effect of any clause contained in it or any other difference arising (a 'Dispute') shall be first attempted to be settled mutually, failing in which, the dispute shall be referred to the sole arbitrator to be appointed mutually.
- In case the Arbitrator is not appointed mutually, the dispute shall be referred to the arbitrator thatÂ shall be appointed by the High Court of Judicature of Bombay on an application in that behalf by either of the party as per the provisions of the Arbitration and Conciliation Act 1996.
- The place of arbitration shall be city of Pune, Maharashtra. The language of proceedings shall be English.The dispute shall be subject to and governed by the laws prevalent in India. However, in case of any difference on provisions of law in Stale Law and Central Law on a particular subject, state laws applicable in state of Maharashtra shall prevail.

Culture at KPIT:

- KPIT has open door policy which makes the work culture transparent and easy to approach
- It always gives opportunities and challenges beyond your current role to prove yourself and achieve greater heights
- KPIT has an open culture, a great work environment, and offers a sense of belonging to employees, which is conducive to future growth.
- KPIT is the perfect place for someone looking for a challenging, fast growing environment with opportunities to take on bigger responsibilities and learn cross functional skills
- With a relatively flat organizational structure, KPIT encourages innovative thinking and gives everyone a sound hearing, regardless of the seniority of the individual.
- Channelization of raw energy and execution of good ideas is brought in by young employees like you.
- KPIT gives you a platform for new ideas and a lot of innovation is fostered here.
- Gives you an opportunity to discuss ideas with the senior management and be enabled to execute them, at a relatively early stage of your career.

The Dhoom Club:

- Where passion comes alive, where a world of awesomeness, away from the drudgeries of mundane work awaits you, where we take fun seriously! Dhoom caters to a wide variety of interests - **sports, music, photography, art, theatre, treks.**Â Get ready to showcase your talent even at Work!

Corporate Social Responsibility (CSR):

- Community Contribution is one of the seven core values at KPIT. It has a significant mention in our mission and vision to reflect our commitment towards it.
- Few of our CSR Initiatives:
  - Chhote Scientists
  - Water Conservation through mass volunteering
  - Reforestation Program
  - Meet the Social Legends

Document submission

1. You are required to submit your documents in TalentOjo before 2 weeks of your joining date, for which you would receive an email from us.
2. Along with document submission, you are also requested to update your personal information and verify the Non-Disclosure Agreement before uploading your signature.
3. National Apprenticeship Training Scheme (NATS) Enrollment (mandatory)
   - You must register on NATS portal to enroll yourself in apprentice.
   - It is compulsory for fresher to register on NATS, please consider doing this on priority before joining.
   - You need to get your 16 digits NATS enrollment number on day of joining.
   - Below is the link: https://mhrdnats.gov.in/boat/contracts/getAllContracts.action

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TATA

Ref. No. 2022-23

Date: - 11th August 2022

To,
Avishake Marick,
Viman Nagar, Lunkad Avenue,
District - Pune
Maharashtra – 411014

LETTER OF ENGAGEMENT

We are pleased to offer you an appointment as **PFT** in Tata Motors Limited, **Pune** for a fixed term on the following terms and conditions with effect from **25th August 2022.**

1. TERM OF ENGAGEMENT

a. It is categorically brought to your notice that your engagement will be for a fixed term and will come to an end after completion of one year i.e. on **24th August 2023** from the date of commencement of your engagement i.e. on **25th August 2022** and no further notice in this connection will be required to be given by the Company. Your relationship with the Company will come to an end at the expiry of the term of the said engagement i.e. on **24th August 2023.**

b. It may please be noted that you are being engaged in CVBU at **Pune.** The work on the said Project is likely to continue for a maximum period of one year and hence, you are being engaged for a specific purpose and for a specific period. It may also be noted that in case the above project comes to an end before completion of the period of one year then your engagement with the Company will automatically end. Similarly, due to any circumstances in case the work on the above Project gets extended beyond a period of one year, and your skills are required by the Company then your engagement will be extended for such further period by way of issuing an extension letter to that effect.

2. SALARY

You shall be paid emoluments as shown in Annexure 'A' to this letter of engagement. Besides this amount, you will not be eligible for any other payment or benefits.

3. DUTIES AND RESPONSIBILITIES

a. You will be subject to the rules of the establishment as applicable from time to time and the prevailing laws applicable to you.

Authorized Signatory (TML)

Signature of Candidate

b. You will be required to attend duties as and when required at timings in any shift, at present in existence or which may be started subsequently or which may be nominated by the Company as per its requirements.

c. It should not be presumed that the scope of your duties is circumscribed or limited by designation and it should be clearly understood that we reserve to ourselves the absolute right to allot you any type of duties whatsoever consistent with the work requirements and the nature of your engagement.

d. Your position is a whole time engagement with the Company and you shall not take up any other work or remuneration, part time or otherwise, without prior written permission of the Company. You will also not work without the prior written permission of the Company elsewhere with or without remuneration in your spare time in any capacity whatsoever.

e. Throughout the continuance of your engagement with the Company, you should be medically fit and free from any disease. It will be open for the Company to require you to undergo such medical test as may be determined and in the event the Company finds it unsuitable for you to be continued on medical grounds then the decision of the Company in that case shall be final and your engagement will be liable to be terminated.

f. In the event you desire to take any educational course, it shall be binding on you to inform the Company in advance regarding the same.

g. You will not without the consent of the Company disclose or divulge or make public, except on legal obligations, any information regarding Company matters and demonstrations on research carried out, whether the same be confined to you or become known to you in the course of your engagement or otherwise.

h. You shall observe strict secrecy regarding the business of the Company and shall not divulge directly or indirectly or disclose to any person any affairs or any information regarding the Company. You shall also not publish any written articles or deliver any talk or give any interview on any subject related to the Company.

i. You shall be responsible for safe keeping and return in good condition and order, the Company's property which may be in your use/custody/care or charge. The Company reserves the right to deduct money value of all such items from your emoluments and/or take such action as it deems proper in the event of your failure to account for them to the satisfaction of the Company.

j. During the course of your engagement with the Company, you are expected to work with your colleagues, superiors, juniors in your department as well as those from other departments, in harmony. You are required to maintain discipline. You are required to develop skills as per the Company standards, policies and benchmarks designed from time to time.

Authorized Signatory (TML)

Signature of Candidate

TATA

k. The Company has a zero tolerance policy towards religious, racial, gender discrimination, slurs, innuendoes or any such remark which would hurt the sentiments of any person and disturb the harmony in the Company. If you are found indulging in such acts, your engagement is liable to be terminated without any notice.

l. You shall be required to enter into agreements with the Company time and again in accordance with the prevailing Company policy. You will be bound by all existing/new Company policies as amended/formulated from time to time.

m. During your contractual engagement with Company, the Company may at its discretion extend facilities, as per applicable terms and conditions to you like canteen, transport etc.

n. Your engagement would involve planning, implementation and supervision of actions for the current Project. You are expected to apply your discretion judiciously while prioritizing your actions required and to be undertaken for the Project.

o. The Tata Code of Conduct would be binding on you, a copy of which has been made available to you.

p. The nature of your assignment during the course of the Project is primarily of non-bargain able category and hence the general rules and conditions as applicable to the non-bargain able category of employees shall apply to you.

q. The monthly payment, which would be made to you in respect of your engagement, shall be subject to the rules and conditions as per applicable laws.

r. You are required to make a declaration in the enclosed form (Annexure B), whether you are in any way related to or you have business connections with any of the Directors of the Company.

s. If on account of change in any enactment / legislation, in case you are entitled to any additional benefit(s), then the same shall be adjusted from the total emoluments payable to you.

t. At the time of joining, please bring with you all relevant qualification certificates, mark sheets and relieving certificate from the last employer, two copies of recent passport size photographs, Aadhar Card, PAN Card and all other documents required by the Company as intimated to you.

Authorized Signatory (TML)

Signature of Candidate

TATA

4. TRANSFER

During the tenure of your engagement with the Company, you will be liable to be transferred to any Department, Section, Establishment of the Company, Establishment which may be newly established after your joining or at any other place considering the need of the Project for which you are engaged. You will be covered by the rules and regulations and the terms and conditions applicable at the place where you shall be posted/transferred/deputed.

5. LEAVE

You will be allowed leave as per the current notifications of the Company and as per the notifications issued from time to time. You shall also fully abide by the travel and deputation rules as notified by the Company from time to time.

6. TERMINATION

This letter of engagement is being issued to you on the clear understanding that there is nothing on your past record which would have prevented the Management from offering you the present engagement. If, however, it is found at any time hereinafter that your past record is objectionable or if any declaration given by you or statement made by you to the Company is false or if you have willfully suppressed any material information, in such a case your engagement with the Company will be terminated, forthwith, without any notice.

Your engagement can be terminated for any reason whatsoever by giving you one month's notice or salary in lieu thereof. In the event you wish to resign from the services of the Company you are liable to serve one month's notice or salary in lieu thereof. The Company shall have the discretion to relieve you during the notice period by paying salary for the balance notice period.

Your engagement is liable to be terminated without notice or payout in lieu thereof for any case of misconduct, disloyalty or commission of any act involving moral turpitude, indiscipline or inefficiency.

7. PROVIDENT FUND

In accordance with the law, the Employees Provident Fund Act, 1952 will be applicable to you and you will be required to join the Provident Fund Scheme as per rules. Please intimate to us in writing your provident fund account number forthwith in case you were a member of the said scheme during your previous employment. If you are already a member of Employees' Provident Fund Scheme, Family Pension Scheme/Employees' Pension Scheme, please bring with you: Your account number, evidence of membership under the scheme and the details of the trustee/authority to whom all correspondence in this respect may be addressed. If no reply is received from you, your case will be treated as if you were not a member of the Scheme and the Company shall not thereafter be liable for any consequences whatsoever in this regard.

Authorized Signatory (TML)

Signature of Candidate

TATA

8. CONFIDENTIALITY

You shall, at all times, maintain complete secrecy about the Company's business affairs, inventions, special manufacturing techniques, secret processes and the like which may come to your knowledge during the period of your engagement. Your obligation to keep such information confidential shall remain even on termination of your engagement.

9. INTELLECTUAL PROPERTY RIGHT

a. You acknowledge that you have been engaged, in part, for the purpose of creating ideas and material that are useful for the business of the Company. You acknowledge that the Company is the owner of the Intellectual Property rights associated with these ideas and materials and you will sign any assignments necessary to transfer or confirm the assignment of such ownership.

b. You shall disclose promptly to your supervisor, all trade secrets, confidential information ("Trade Secrets" and "Confidential Information" means the information provided by and designated as a trade secret or as confidential information in writing by the Company), inventions, designs, copyrightable works and trade marks ("Intellectual Property") you may create, either by yourself or in cooperation with others, during the period of your engagement.

c. You shall keep written or electronic records of the Intellectual Property you create and you acknowledge that such records are the property of the Company.

d. You shall not use any Confidential Information or Trade Secrets which you may receive or create during the course of your engagement for any other purpose nor disclose at any time from the date your engagement ends, unless you have the prior written permission of the Company.

e. You acknowledge that the Company is the first owner of copyright in all copyrightable works you create in the period of your engagement. To confirm ownership in the copyright, you hereby assign to the Company, your entire right, title and interest in India and throughout the world in and to the copyright as well as the right to receive copyright registrations for such works.

f. You hereby waive, as against the Company, its successors, assigns and licensees, all moral rights which you have or will acquire in respect of the copyrighted works. You agree to enforce the moral rights as against others as directed by and at the cost of the Company or its successor-in-title of the copyright in the works.

g. You acknowledge that the Company is the owner of inventions you make in the period of your engagement. To confirm this ownership, you hereby assign to the Company your entire right, title and interest in India and throughout the world, in and to any such inventions, as well as your entire right, title and interest in and to any patent applications which may be filed with respect to such inventions including any and all divisional applications, and any and all patents which may issue or be re-issued for such inventions.

Authorized Signatory (TML)

Signature of Candidate

h. You agree to execute any further assignments, applications or other documents as requested by the Company, its successors, assigns or legal representatives, to obtain any and all copyright registrations or patents for the inventions and transfer or record the transfer of their ownership to the Company, its successors, assigns or legal representatives.

i. You acknowledge that the Company is the first owner of the design rights in all design works you create in the period of your engagement. To confirm ownership in the design, you hereby assign to the Company, your entire right, title and interest in India and throughout the world in and to the design as well as the right to receive design registrations for such works.

j. You acknowledge the absolute ownership of the Company on the trademarks, trade-names, Logos, and trade descriptions belonging to or owned by the Company or owned by Tata Sons Ltd., in respect of which the Company is the registered or the permitted user, and used on or in relation to the Products and Services or in catalogues or technical literature of the Company or elsewhere.

k. You will do nothing to prejudice damage or contest the validity of the Trademarks, trade-names, Logos and trade descriptions or goodwill associated with them.

l. You will co-operate fully with the Company in protection and defense of the Company's Intellectual Property Rights (IPRs) which will be undertaken by the Company

m. To protect the Company against any allegation of copyright infringement by the unauthorized use of computer programs or data of others, you agree that you will not use or copy any computer program or data on the Company computer system without the prior written authorization of the Company.

10. NOT TO INDULGE IN SIMILAR ACTIVITIES

You agree that you shall not for a period of one year from the date of cessation of your engagement with the Company for any reason whatsoever –

i. Engage in or be associated with any person, firm or body corporate where the duties to be performed or discharged by you are based and/or substantially based on Tata Motor's proprietary and/or Confidential information/knowledge

ii. Offer to employ or endeavor to entice away from the Company any person who is employed with the Company

iii. Canvas or solicit or endeavor to solicit the business in competition with the Business of the Company from any person, firm or the Company who is the customer or client of the Company

iv. Interfere or dissuade or discourage any person, firm or the Company from dealing with the Company

Authorized Signatory (TML)

Signature of Candidate

TATA

11. **STAUATORTY COMPLIANCE**

The Company lays emphasis on all statutory compliances and you should ensure compliance with various statutes in your area of operation including insider trading regulations

12. **SOCIAL MEDIA**

You will abide by the Company guidelines on Social Media Policy during and after the employment. The guidelines are posted on the Company internal portals and you can access the same upon joining. The guidelines provide detail information on employee participation on social media, code of conduct, confidentiality, monitoring, reporting and disciplinary action. If any content violates the Tata Code of Conduct, the Social Media Policy or Tata Group Social Media Policy, the organisation reserves the right to seek clarifications and ask you to modify, or delete the content.

The organisation may take appropriate remedial or disciplinary action if there is a violation of the Policy or the Code of Conduct.

13. **SAFETY AND HEALTH**

You will comply with the Safety and Health Policies of the Company from time to time and also comply with the guidance/measures, which may be issued for observance by the employees from time to time. Any violation of the Policies or any guidance/measure there under will entail strict disciplinary action.

14. **OTHERS**

i. You are required to keep and render a faithful account of all properties of the company entrusted to you during this contractual engagement.

ii. All the payments by the Company or any recovery of dues from you will be subject to prevailing statutory taxes and same will be borne by you, unless specifically mentioned in the contract

Please send the duly signed copy of the duplicate offer document to the undersigned as a sign of your acceptance of the offer, latest by **25th August 2022**, failing which the offer shall stand withdrawn without any notice.

Yours sincerely,
For Tata Motors Ltd.

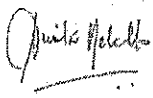
Sunita Rebello
Senior General Manager – Head Talent Acquisition
Tata Motors Limited

TATA

I have fully understood the terms and conditions mentioned in the above said engagement letter. I agree with the same. I have put my signature herein below as a token of my having accepted the said terms and conditions and state that the same would remain binding on me during the tenure of my engagement. I shall report for "period contract engagement" on **25th August 2022**.

Date: 25th August 2022

Signature : _____



Authorized Signatory

ANNEXURE – I

Contract Fee Statement	
DESIGNATION:	Professional Fixed Term (FA)
LOCATION:	Pune

Salary Head	Monthly	Annual	Remarks
Basic	10125	121500	
HRA	5063	60750	
Flexi pay	5814	69762	Flexi Pay (Taxable)
Provident Fund	1800	21600	As per PF norms
Total Fix Pay	**22801**	**273612**	
Sales Incentive	0	0	
Total Targetted Income	**22801**	**273612**	

Authorized Signatory (TML)

Signature of Candidate

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Innovation in Motion
TSUBAKI

TSUBAKI CONVEYOR SYSTEMS INDIA PVT. LTD.
(Formerly Mahindra Tsubaki Conveyor Systems Pvt. Ltd.)

Date: 27th July 2022
Ref: TCSI/HR/2022

To,
Mr. Mandar Shevalkar
Flat No.10, Bld. No.7, Shraddha Garden,
Gadave Park, Near Lokmanya Hospital,
Chinchwad, Pune- 411033

Sub: Offer Letter

Dear Mr. Shevalkar,

We have reference to your meeting with us in connection with an assignment available in our company. We hereby offer you the position of a **"Graduate Engineer Trainee"** in our Procurement Department for a period of one year.

We give this offer subject to the following:

a. Completion of all formalities required by HR department which requires:
   i. Filling up of the Application form, submission of Fresh CV with names of two references.
   ii. Submission of six Passport size Photographs.
   iii. Submission of copy of PAN card.
   iv. Submission of copy of Aadhar card.
   v. Submission of copy of address proof.
   vi. Submission of attested copies of all your original documents.
b. Clearance of Medical Examination through our preferred Medical Officer.
c. Subject to above, joining us positively **on 1st August 2022.**
d. Kindly note that Saturday & Sunday is your weekly off, subject to applicable rules.

You are requested to kindly confirm your joining to us before this date.

As per company policy, for safe working, it is necessary for all employees to be fully vaccinated. Incase you have not taken the vaccine, please do so at the earliest and submit the certificate.

In case you need any further clarifications, you can call upon Ms. Vinitia Sequeira / Ms. Priyanka Nimbalkar (Contact No 9284002013). We now look forward to you joining our team.

Thanking you,
Yours truly,
For Tsubaki Conveyor Systems India Pvt. Ltd.

I accept the offer

Ravindra Vaidya
Managing Director

Registered Office and Factory: Gat No. 316-319, Ambadvet, Pune-Paud Road, Near Pirangut, Pune - 412108, India.
Tel.: +91 20 67928400 Fax: +91 20 67928401 Email: TCSI@tsubaki-conveyor.in Website: www.tsubaki-conveyor.in
CIN No.: U29268PN2010PTC211779

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13-May-2022

Dear Pranav Shrikant Purohit,
B.E., Mechanical Engineering
AISSMS Group of Institutes

Candidate ID – 19801521

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 only **15** days and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

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

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

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship (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: [signature] Date: 24 – 9 – 2022

cognizant

Compensation and Benefits

Name: Pranav Shrikant Purohit 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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

Note: The Insurance amount may vary subject to market conditions from time to time.

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

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Cognizant

24-Apr-2022

Dear Omkar Sanjay Patil,
B.E., Mechanical
AISSMS Group of Institutes

Candidate ID – 18364148

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 only **15 days** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

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

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

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship (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:** 30-11-2022

Cognizant

Compensation and Benefits

Name: Omkar Sanjay Patil **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
	Annual Gross Compensation		**359,988**
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	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

Note: The Insurance amount may vary subject to market conditions from time to time.

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 01 Dec 2022 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

Omkar Sanjay Patil, 23, residing at H.No.211/7 Balabai Road, Kotoli, Tal.Panhala, Dist.Kolhapur Pin-416230 (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

Sign: _____
Name:

Omkar Sanjay Patil

Sign: _____
Date: 30-11-2022

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COGEME PRECISION PARTS INDIA PVT. LTD.
Gat No. 427 I Hissa No. 13 I Village Mahalunge
Tal. Khed, Pune - 410 501 (INDIA)
Tel. No.: +91 - 2135 - 634 500
Fax No.: +91 - 2135 - 634 499
www.cogemeset.it

To

Date 18-Jul-2022

Titiksha Vitthal Jagtap
Mahindra Royale I - 504,
Nehru nagar ,
Ajmera , Pimpri ,
Pune - 411018

Sub: Graduate Engineer Trainee

Dear Ms. Titiksha,

Further to your application for the position of **Graduate Engineer Trainee** and personal interview you had with us, we are pleased to inform you that you have been selected to undergo training as Graduate/Graduate Engineer Trainee in our company on the following terms and conditions: -

1. You will be engaged as **Graduate Engineer Trainee** with effect from 18-Jul-2022 in our factory at Chakan, Pune.

2. Your training shall be for a period of one year commencing on 18-Jul-2023 and shall automatically terminate on completion of 12 months from its commencement.

3. Since the position is in Executive Category, the training may include theoretical and practical inputs on the job training, guided work experience and working independently using your own judgment under the supervision of a Company Supervisor/Manager. The contents of the training appear at Annexure to this letter.

4. You will be paid a stipend of Rs. 16,100 per month during your one-year training period.

5. You shall undergo training as per the timings and shifts convenient to the company and you shall devote your full time and attention in concentrating on you training and studies thereof.

6. You will be entitled for twelve days of leave with salary during your training period on pro-rata basis. Which will be applicable after 90 days from the date of joining.

7. You will be placed in any shift for the purpose of your on-the-job training.

8. You will be governed by the rules and regulations of the company applicable to you from time to time and you will not engage yourself in any trade, profession or vocation directly or indirectly and whether for gainful purpose or otherwise.

Accepted

9. The company has the right to terminate your training during the training period without any notice and / or without assigning any reason to you whatsoever.

10. If you remain absent without any intimation and or permission in continuance for a period of 03 days or more, you shall be deemed to have terminated the contract of training with effect from the day you complete the 4th day of such unauthorized absence.

11. The Company will provide you uniform and PPE free of cost. You shall report for training in company uniform only. In the case of leaving the organization on or before completion of 90 days, uniform and PPE cost will be deducted from his/her stipend.

12. Your continuance as a **Graduate Engineer Trainee** will be subject to your training performance, work attitude, behavior, discipline, conduct and punctuality during the training period.

13. After successful completion of your training, you may be considered for absorption on the Company Role as a Junior Engineer subject to availability of the vacancy. Notwithstanding this clause, the Company makes it clear that it is not obligatory on the part of the management to offer any employment to you after successful and satisfactory completion of your training.

14. You will always maintain complete secrecy about information of any kind which may have come to your knowledge during the course of your training including the business affairs, inventions, manufacturing techniques, processes of the company, its collaborators, subsidiaries, customers and suppliers. Any commitment given by the company to third parties including collaborators, customers, and suppliers regarding secrecy of information available to you during the course of your training, will become automatically binding on you.

15. You will give in writing to the Human Resource Department, the address to which communications, to you shall be sent. Any such communication sent to you by ordinary mail or registered post at such address shall be deemed to have been delivered to you within seven days of posting and those sent by telegram within 48 hours of their being sent. In case of any changes in the address, promptly inform /give intimation to the company/organization.

16. You will report for training daily before the scheduled time provided by the company. If you fail to report, Management reserves the right to shut you off from entering the premises of the factory.

17. You will have to observe the safety rules and regulations applicable to you from time to time during your training. You will always use safety appliances provided to you by the company while undergoing training.

18. Your training or continuation thereof shall be subject to you found medically fit. The Company shall be at liberty to refer you to the Company's nominated medical doctor for your medical examination and it shall be obligatory on your part to undergo such medical test.

19. You shall not undertake any work or engage yourself directly or indirectly in any other firm/organization for any purpose during your training, except with prior written permission of the management of this Company.

20. You shall be under an obligation to maintain strict confidentiality for each and every aspect or part of intellectual Property Right and Confidential Information and Confidentiality Obligation during your association with the company and even thereafter.

21. This obligation to maintain secrecy shall survive even after the termination /expiry of your contract of employment with the Company.

22. If the company suffers any cost, consequences, damage, outgoing or loss by disclosure, accidental or otherwise intentional or otherwise or by breach of this obligation by any action or inaction on your part, you shall be liable to reimburse the same to the Company and you shall keep the company indemnified and harmless for such cost etc.

23. You shall not be entitled for any other allowances or benefits which are applicable to the regular employees of the Company.

24. Please note that during your training period you shall be designated as **Graduate Engineer Trainee** and you shall not claim the status of a workman/ employee during the training period.

25. During the training period, you are not eligible to be covered under the PF.

26. These terms and conditions of your training shall constitute a bi-partite contract between you and the Company and the same shall be recognized as such for all intents and purposes.

Please return the duplicate copy of this appointment letter duly signed in token of acceptance of the appointment along with 3 passport size photographs and copies of certificates regarding your qualifications, experience, and birth date. Each of these copies should bear your signature.

Please report for your training at 8:00 AM on 18-Jul-2022 in the factory HR Department.

Thanking you,

For Cogeme Precision Parts India Pvt.Ltd.

Ulhas S. Kalal
Assistant Manager HR & Admin

I have read and understood the terms and conditions of my appointment as a Graduate/Graduate Trainee. I accept these terms and conditions and undertake and agree to abide by them.

Signature with date: Titiksha

Mobile No.: 9763741178

Name in full Titiksha Vitthal Jagtap

Current Address: I-504, Mahindra Royale, Nehru Nagar, Pimpri-18.

Aadhar Card No: 522807118907

ANNEXURE

1. Basic computer fundamental skills – knowledge of word, excel, power point presentation.
2. Team Leadership fundamental skills,
3. Motivating, influencing, and persuading teammates
4. Managing self-performance oriented to constant improvement,
5. Effective decision making,
6. Learning the machining process on CNC machines,
7. Practically perform the machining operations on CNC machines,
8. Learning assembly process on automated machines,
9. Practically assemble the parts as per the work instructions,
10. Review the quality parameters,
11. Evaluate the productivity and analyse the performance,
12. Work on improvements,
13. Communicate with staff members, suppliers, customer representatives, etc.
14. Operational logistics, stores management, supply chain will be a part of training,
15. Conflict management
16. Maintenance management

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FORBES MARSHALL

Forbes Marshall
Krohne Marshall
Forbes Vyncke
Forbes Marshall Arca
Codel International
Forbes Solar
Forbes Marshall Steam Systems

HR: BK: SN: SC: Offer: 4

13th April, 2022

Pratiksha Shinde,

AISSMS Girls Hostel, Building no. 20, Sr. No.74, Near Aranyeshwar English School, Govind Panse Path, Sahkarnagar - 2, Pune -9

Dear Pratiksha,

Based on our meeting earlier, we intend to offer you a position in our Organization as Graduate Trainee Engineer at Forbes Marshall, PB#29, Old Mumbai - Pune Highway, Kasarwadi, Pune, Maharashtra 411034.

At the time of joining you will be issued a formal Appointment letter. Your appointment will be subject to you being found medically fit & salary details are genuine. On your day of joining you will need to provide us with -

1. Four Passport size colour photographs with White background.
2. Two Copies of your Educational Qualifications:
   - 10th passing certificate
   - 12th passing certificate
   - Degree/ Diploma & other qualifications
3. PAN card
4. ICICI Bank Account number
5. Aadhar Card

Please sign the enclosed copy of the letter and send it to us as a token of your acceptance. We welcome you to our Forbes Marshall Organization.

Thanking you,

Yours faithfully,

For FORBES MARSHALL

Sanyucta Chakravarty

L&D Lead

offer letter
MPB | AWJAMSIV

AUTOMOTIVE TEST SYSTEMS

612, Star Infinity Building, Sector-14, Seemant Vihar, Kaushambi, Ghaziabad-
Phone: 0091 120 4917713 , Mobile: 0091 9818182308 ,E-mail: raman@ats-india.com .

Date: 14.07.2022

To,
Aayush Rawat
Pune.

JOB OFFER LETTER

Dear Aayush,

We have pleasure to inform that you are being offered the post of, **"Trainee Engineer"**, for **Automotive Test Systems** based on the results of test and interviews conducted till date.

Listed below are the terms and conditions of the employment as agreed upon,

1. The appointment with our organization is effective from date of joining **18th July 2022.**
2. The complete description of your salary and other allowance is stated in Annexure A that is enclosed with the letter.
3. You will be on **6-month probation** with the company. Review of these 6 months will confirm your continuation thereafter.
4. Any increment in salary or rewards will be based on performance parameters defined by the company and your performance will be measured against those parameters.
5. The company reserves right to terminate your employment for just cause at any time without notice and without payment in lieu of notice.

Please confirm your acceptance of this offer within 2 days & confirm joining asap.

Submit the following documents to HR at the time of your joining: (1) photocopies of your degree certificates, (2) certifications, if any, (3) experience/ relieving letters (4) five color passport-size photos, (5) **latest salary slips from your previous organization** (6) proof of identity and address and (7) Photocopy of Driving license.

We look forward to welcoming you.

For Automotive Test Systems,

AUTOMOTIVE TEST SYSTEMS Sign Date

Authorized Signatory

Pune Office : 4th ,Floor Vishal Complex Opp Atlas Copco ,Pune Mumbai Road ,Kasarwadi ,Pune – 411012
Phone : 0091 20- 46304945 Email: raman@ats-india.com, M . : 0091 9818182308

AUTOMOTIVE TEST SYSTEMS

612, Star Infinity Building, Sector-14, Seemant Vihar, Kaushambi, Ghaziabad-
Phone: 0091 120 4917713 , Mobile: 0091 9818182308 ,E-mail: raman@ats-india.com

ANNEXURE A

You will be paid round off **CTC of Rs. 2.95 Lacs/annum** inclusive of Basic, DA, HRA, CCA, Conveyance, Uniform Allowance, Educations Allowance, Special Allowance etc. Standard deductions of PF and PT applicable.

Your salary structure will be as below,

SALARY DETAILS

Yearly Allowances/Benefits			Monthly			
EARNINGS	RATE/MONTH (RS)	ACTUAL (RS)	EARNINGS	RS	DEDUCTIONS	RS
Medical Policy		12,000	BASIC + DA	15,000	EPF (Employee)	1,800
Uniform Allowance		5,000	HRA & others	4,600	P T	200
Telephone Expense	500	6,000			ESI	600
Bonus		15,000			**TOTAL DEDUCTIONS**	**2,600**
EPF (Employer)	1800	21,600				
tal yearly Allowances		**59,600**	**GROSS PAY**	**19,600**	**NET PAY**	**17,000**

CTC= (Monthly Gross pay x 12) + Total yearly allowances =	**₹ 294,800**

Any other facility of company will be additional to the above-mentioned salary package.

Pune Office : 4th ,Floor Vishal Complex Opp Atlas Copco ,Pune Mumbai Road ,Kasarwadi ,Pune – 411012
Phone : 0091 20- 46304945 Email: raman@ats-india.com, M . : 0091 9818182308

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Offer letter

(59)

IDAC
Integrated Design & Analysis Consultants

Finite Element Analysis &
Computational Fluid Dynamics
Consultants

Mr Atharav Naik

Pune, India

6th June 2022

Dear Atharav,

Following our recent discussions, I am pleased to offer you the position of Engineering Analyst at IDAC India (Pvt) Ltd, on annual fixed salary and a variable bonus depending upon company and individual performance, starting on 1st July 2022. Your initial fixed salary component will be Rs 1.8 lacs per annum.

It is currently envisaged that you will work 45 hours per week.

A copy of the company handbook referred to in the statement of terms, will be available for you when you start work.

This offer is subject to the following:

- Satisfactory references
- A 6 months probationary period during which we will be on a mutual notice period of 1 month
- After successfully completion of probationary period, it will be 3 months' notice from both sides

To indicate your acceptance of this Offer of Employment, please could you sign two copies of this letter, keep one for your records and return the other to me prior to your commencement date. When you start, you will need to sign you statement of terms and return a copy to me.

Should you have any queries relating to any areas outlined above, please do not hesitate to contact me. I look forward to working with you and making 2022-2023 a successful year for IDAC.

Yours sincerely,

Dr Kiran Bhagate
Director

Signed, on behalf of IDAC: KaBhagate ..... Dated: 06/06/2022.....

Signed (Employee): Naik A. P. ..... Dated: 07/06/2022

Reg. Office:

B&S House, 29/8, Sharad Housing Society,
Off Senapati Bapat Road, Pune - 411 016

Contact:

IDAC India Pvt Ltd
3rd Floor, Business Squre, Plot 57, Mayur Colony,
Tel: +91(0)20 6500 8885
Kothrud, Pune – 411 038
India

Email: info@idacindia.co.in
Homepage: www.idacindia.co.in

CIN - U72900PN2013PTC149794

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Fluid Systems

58/59, DII Block, Opp. Spaco Carburetors,
MIDC Chinchwad, Pune - 411 019.
Maharashtra India.
Tel.: +91-20-2748 8086, +91-20-2748 8186
Email : sales@fluidsystems.in
www.fluidsystems.in

TO WHOMSOEVER IT MAY CONCERN

21 March 2023

This is to certify that **Mr. Ranjeet Anand Shinde** is working in our organization, as Process Design & Proposal Engineer, from 01 September 2022.

He is very hardworking, enthusiastic, sincere and honest & carries out all duties entrusted to him willingly, effectively and to our entire satisfaction.

This Letter is issued on his Request.

Regards,
For Fluid Systems

Authorized Signatory

Fluid Systems
Fluid Systems
Chinchwad, Pune - 19

2021-22
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7193541511

Mr
Mech-22

(61)

Mahindra

Mahindra & Mahindra Ltd.
Mahindra Towers, Akurli Road,
Kandivali (East) Mumbai 400 101 India

www.mahindra.com

Date: 18 August 2022
Tanay Vikram Salve
Row house No.B-4
Lotus Residency, Beed By Pass, Aurangabad
Maharashtra - 431001

Dear Tanay,

We have pleasure in offering you appointment in Mahindra & Mahindra Ltd as a Graduate Apprentice Trainee under these provisions of the Apprentices Act, 1973 with effect from 22 August 2022.

- You will be paid a consolidated stipend of Rs. 25000/- per month throughout the period of Apprenticeship Training. Your training will be governed as per the terms and conditions set forth in the Apprentices Act, 1973.
- During this period it is expected that you will abide by the rules and procedures of the Company.

- You will undergo training for a period of twelve months. However, this training period could be curtailed or extended at the discretion of the Company. Completion of twelve months of training does not entitle you or result in automatic confirmation, unless confirmed in writing.

- So long as you are in the employment of the Company., you will, at all times, observe secrecy and confidentiality and will not divulge, disclose or make known to any unauthorized person within or outside the Company, nor will you unauthorized use any knowledge or information in respect of manufacturing, technical trade or business data (including manufacturing processes, technical know-how, customer information, business plans and like matters) which are necessarily confidential and have come to your knowledge and possession.

- You will also not remove any such information in any form whatsoever from the Company premises, nor copy or transmit the same unauthorized through any medium including social networking networks/ public sites, nor will you grant permission to assist, permit entry to, or in any manner co-operate with any unauthorized person for the purposes of accessing, obtaining, copying, transmitting or removing the above. Even after the cessation of your employment with the Company, you will not use, divulge, disclose or remove in any manner whatsoever confidential information of the type described above of which you were in possession whilst in service to the detriment of the Company.

- You will also observe all the confidentiality measures which are in existence, or which may be enforced from time to time, as well as directions as to confidentiality marked on any communication, document, electronic data storage device etc. You shall indemnify and hold Company harmless and indemnified against any damage or loss caused to the Company on account of breach of confidentiality on your part. These confidentiality provisions shall survive the separation of your employment with the Company, either by way of retirement or termination or otherwise

- You will devote your full attention exclusively to the duties entrusted to you from time to time by the Company and while in

Mahindra

service of this Company you will not work for any person or Company in any capacity either for any consideration or otherwise,nor do any private business without obtaining prior permission of the Company in writing.

- In addition to your fulfilling the requirements of secrecy and confidentiality, as specified herein, also during your employment with the Company, you shall not engage in any vocation, training, employment, consultancy, business, transaction, or any other activity, which is in conflict with the interests of the Company, in any capacity whatsoever either on your own or in association with any other individual/firm/institute/bod corporate, etc., whether for any consideration or not.

- You will assign to the Company your entire right, title and interest in any Intellectual Property Rights (IPRs for short, which term would include patents, trade-marks, copyrights, designs, whether registered or not, and all improvements thereto) that you may make, solely or jointly with others, in the course of your employment with the Company relating to any or all systems, services and products manufactured or marketed or leased or developed. You will perform all necessary acts and execute such documents in such format as may be required by the Company, without expense to you, which in the judgment of the Company or its Attorneys may be necessary or desirable to secure to the Company full right title and interest in the IPRs.

- The Company shall at all times have the right to access and monitor all e-mails created, sent I received or stored by you using Company facility and on Company's system at any time without giving you any prior notification. All such data and information shall be the property of the Company at all times.

- You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever.

- You shall, on ceasing to be the employee of the Company, forthwith return all Company properties, movable and immovable, including, without limitation,all Company information, files, reports, memoranda, software, credit cards, door and file keys, computer access codes and such other property which you received or in possession or prepared in connection with your employment with the Company.

- You will be subject to all Government Laws and Regulations in force from time to time.

- The offer of training is subject to you passing your graduation without any backlogs before the date of joining.

Please sign the duplicate copy of this letter and forward the same to us within a week's time as a token of your acceptance of the above mentioned terms and conditions of the Project.

Yours Faithfully,
For MAHINDRA & MAHINDRA LTD.

Rajeshwar Tripathi
Chief Human Resource Officer

Regd. Office: Gateway Building, Apollo Bunder,
Mumbai 400 001, India

CIN: L65990MH1945PLC004558



NO.: 22- 0063962

SAVITRIBAI PHULE PUNE UNIVERSITY

(formerly University of Pune)

GANESHKHIND PUNE 411 007

Passing Certificate

This is to certify that

Shri/Smt SALVE TANAY VIKRAM Mother's Name:-PRIYANKA

has appeared for the B.E. (2015 PAT.)(MECHANICAL) examination held in APR/MAY 2022 and declared to have passed the examination in FIRST CLASS WITH DISTINCTION

Details as follows :

Seat No. :B150210923 P.R.No. :71905425H

College Name:(CEGP010850) A.I.S.S.M.S. COLLEGE OF ENGINEERING, PUNE.

Course: BACHELOR OF ENGINEERING Pattern:B.E. (2015 PAT.)(MECHANICAL)

Total Credits:190 Credit Earned:190

CGPA:8.71

Medium of Instruction: ENGLISH

AWARD OF DEGREE : ON THE BASIS OF PERFORMANCE FROM SEMESTER I TO VIII

Duration of Course: 04 years after 10+2(HSC)

Entry Point: 10+2(HSC)

This is further to certify that he/she is eligible for the aforesaid Degree Certificate, whenever he/she applies for the same at the University Convocation.

STATEMENT NO.: P2Z081805911

DATE :05 AUG 2022

Mahesh Kakade
Director
Board of Examinations & Evaluation

2021-22

(62)

Reliance
Projects & Property Management Services Limited

Date: 4 Jul 2022

Ref: 5171/80166603/30031052/040722/1852

Dear Geetesh Santosh Tiwarekar,

Letter of Appointment

With reference to written tests / interview you had with Reliance Group of Companies, we are delighted to appoint you in the position "Graduate Engr Trainee - Mech" in Group , based upon following terms and conditions.

Documentation

This appointment letter consists of the below mentioned attachments:

A compensation term sheet
Components of Compensation
Terms and conditions
Other applicable paperwork based upon your specific needs

You are required to read these before you commence your employment

01. Place of Posting

Your initial place of posting will be at the place of your training. During your training period, you may be posted / transferred / to any of the offices / projects / divisions / departments / units of the company existing or to be set up at any location in India or abroad without any additional remuneration. Your services are also liable to be transferred to any of the group companies.

You will report for training on or before **04-Aug-22** failing which this letter of appointment shall automatically stand withdrawn and cancelled.

02. Mandatory Criteria:

i. Score eligibility:
Your appointment is subject to your securing minimum CGPA of 6.0 / 60% & above marks over 8 semesters, wherever applicable.

ii. Pre-employment Medical Check:
Pre-employment Medical Check clearance from RIL certified doctor. System generated information will be received for initiating the same on acceptance of this appointment letter.

03. Confirmation:

You will be under training for a period of one year from the date of joining the Company. During training you will be undergoing various assessments at the end of which there will be a final assessment. Your confirmation on permanent rolls of the company solely depends on the discretion of the management and the same is not a matter of right in any manner whatsoever.
Management reserves the right to terminate your training either during the training period or on completion of the same without assigning any reasons whatsoever.

TO Shidali sir
SL
2/5/23
BE(mech)

(This letter is computer generated and does not necessarily require a signature)

(Formerly known as Reliance Digital Platform & Project Services Limited)
Registered Office: Office-101, Saffron, Nr. Centre Point, Panchwati, 5 Rasta, Ambawadi, Ahmedabad, Gujarat, India - 380 006. Phone: +91-079-3503 1200.
CIN: U72501GJ2019PLC108725

2021-22
CS

Mech - 21 - 2022 - 23

63

Godrej & Boyce Mfg. Co. Ltd.
Regd. Office: Pirojshanagar,
Vikhroli, Mumbai 400 079, India
Tel: +91-22-6796 1700 / 1800
info@godrej.com
www.godrej.com
CIN U28993MH1932PLC001828

Corporate Personnel & Administration Dept.

Ref: HK/P&A/CAMPUS-OFFER'2022-23/CN-252

12th September 2022

Dear Mr. Ashish Karande,

Greetings from Godrej!

We are delighted to have you coming on board on **19th September 2022.**

We are sure that you are keenly looking forward to what's in store for you upon your joining us.

To make your transition in Godrej smooth, we have planned a comprehensive Corporate Orientation Program at our Vikhroli Establishment in Mumbai.

Your portfolio / assignment and the place of posting will be shared with you after the Corporate Orientation Program.

To enrich you with knowledge, learning, skills and experience during the traineeship, you will be undergoing a structured Training Program comprising of learning inputs in a phased manner:

Phase I (At the time of Joining): - Corporate Orientation Program, followed by:

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

Phase II (Mid-Year): - Developmental Program(s)

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

Phase III (Upon completion of the Training): - Organization Level Development Programs (Common for all) followed by:

- Advanced Programme of Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

When you take up the assignment, we have earmarked for you, you will have a `buddy' to help and guide you in the initial days. Please feel free to speak to / write to us for any information that you may need:

Ms. Rachna Bhuse (rachna@godrej.com, Mobile: 9821490425)
Ms. Leenat Sawar (leenat@godrej.com, Mobile: 8169960727)

We look forward to you becoming part of the exciting growth journey at Godrej!

With best wishes,

HKaur

Harpreet Kaur
Senior Vice President & Head-
Corporate Personnel & Administration
Encl.: Offer Letter

Ansari sir
9/5/23

Godrej

Godrej & Boyce Mfg. Co. Ltd.
Regd. Office: Pirojshanagar,
Vikhroli, Mumbai 400 079, India
Tel: +91-22-6796 1700 / 1800
info@godrej.com
www.godrej.com
CIN U28993MH1932PLC001828

Corporate Personnel & Administration Dept.

Ref: HK/P&A/CAMPUS-OFFER'2022-23/CN-252

12th September 2022

Mr. Ashish Vilas Karande
Near Siddhnath Temple
Karande Bungalow and Farm
Sadobachiwadi, Tal - Baramati
Pune - 412302
Mob: 9552256552

TR CAT: C-200

OFFER LETTER

Dear Mr. Ashish Karande,

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your selection as **Graduate Engineer Trainee** in our Organization. Your appointment is covered under the provisions of **The Apprentices Act, 1961 and its subsequent amendments thereto.** The terms & conditions are as given below:

1. **Place of Posting & Period of Training:**

   Your initial place of posting will be at our Vikhroli Establishment, Mumbai. The training period will be for a period of twelve (12) months from your date of joining, i.e., **with effect from 19th September 2022.**

2. **Consolidated stipend:**

   You will be paid an All-inclusive Consolidated Stipend of **Rs. 36,000/- (Rupees Thirty-Six Thousand only)** per month.

   (In the event of any legislation being enacted/made applicable treating the above mentioned "Consolidated Stipend' as "Salary" for the purpose of calculating Provident Fund, Gratuity, House Rent Allowance, Medical or any other direct / indirect benefit or contribution etc., then in such an event, the said "Consolidated Stipend' shall stand adjusted / modified to the extent so that there is no additional financial burden on the Company on this count i.e., the stipend payable to you by the Company, inclusive of all statutory, direct / indirect benefits or contributions, shall not exceed the above mentioned Consolidated Stipend per month).

3. **Leave Entitlement:**

   You will be eligible for Leave as per the Leave Rules of the Organisation applicable to the trainees covered under The Apprentices Act, 1961. The same is subject to change from time to time.

4. **General terms & conditions:**

a) Although it is not mandatory and / or obligatory on the part of the Company to offer you employment upon completion of the training period, you will be considered for any suitable opening that may arise / exists at that point in time, subject to your overall performance, attitude, conduct, attendance & punctuality besides meeting the requisite selection criteria.

b) As a part of the terms and conditions mentioned in this Offer Letter, you will be required to sign a Service Agreement for a period of two years (one year as a Trainee and one year subject to being absorbed in regular employment upon successful completion of the training period).

We are enclosing the soft copy of the Service Agreement which you are required to prepare on a **Stamp Paper of value Rs.200/-** and submit the duly filled-in and signed (by you and the guarantor) Agreement on your date of joining. Please note that it is mandatory to carry the Service Agreement on your date of joining along with the Offer acceptance copy.

Contd....(2)

Godrej

Gmail

Gaurav Mane <manegaurav16@g

FW: Godrej & Boyce Mfg Co Ltd - Documentation Process | Campus 2022

4 messages

Reena Lakra <rl@godrej.com> Wed, Jul 6, 2022 at 6:11 PM
To: RACHNA BHUSE <rachna@godrej.com>, Leenat Sawar <leenat@godrej.com>, Satishkumar Singh <satishsh@godrej.com>
Cc: RACHNA BHUSE <rachna@godrej.com>

Dear Future Godrejite,

Greetings from Godrej & Boyce!

We are happy to confirm your selection in our organization. We look forward for you to be a part of the Godrej family.

As part of our selection process, you will be undergoing Medical and Documentation Process.
For Documentation process, kindly refer the following attached documents:

1. General Instructions
2. Application Form
3. Employment Application Form
4. Annexure (containing list of documents)
5. Undertaking Form
6. COVID Vaccine Undertaking Form
7. FAQs

A link to the One-Drive folder will be shared with you shortly in which you have to upload all the documents according to the *Annexure Campus* – 2022 (attached) as per the format mentioned in the *General Instructions* (attached).
The documents are to be submitted by Saturday, 9th July 2022.

Only after successful completion of documentation process, Offer Letters will be released.

Dear TPO - Request you to kindly make sure all the necessary documents are uploaded on time.

Kindly note: Name in PAN Card, Aadhar Card and other documents should be same without any deviation. If there is any deviation, please get it corrected by online/offline application with the respective authorities.
For any query/concern feel free to reach out at rachna@godrej.com / leenat@godrej.com.

Regards

Reena Lakra

Asst. Vice President & Head Talent Acquisition

Personnel and Administration Department | Godrej & Boyce Mfg. Co. Ltd. | Plant 11, Pirojshanagar, Vikhroli, Mumbai-400079, Maharashtra, India

Tel: +91-22-67964167 | www.godrej.com

G&B Employment Application form.docx
174K

General Instructions.pdf
218K

COVID Vaccine Undertaking.xlsx
11K

Annexure Campus - 2022.pdf
98K

FAQs.pdf
102K

Gaurav Mane <manegaurav16@gmail.com>
To: Reena Lakra <rl@godrej.com> Fri, Aug 26, 2022 at 11:15 AM

Dear Mam,
I am Gaurav Rajendra Mane from AISSMS COE, Pune. I have been selected in Godrej & Boyce as GET. I haven't heard from the company after the documentation process, please let me know the on boarding process.

Regards,
Gaurav Rajendra Mane
[Quoted text hidden]

Gaurav Mane <manegaurav16@gmail.com>
To: "placements@aissmscoe.com" <placements@aissmscoe.com> Wed, Sep 14, 2022 at 11:16 AM

---------- Forwarded message ---------
From: **Reena Lakra** <rl@godrej.com>
Date: Wed, Jul 6, 2022, 18:15
Subject: FW: Godrej & Boyce Mfg Co Ltd - Documentation Process | Campus 2022
To: RACHNA BHUSE <rachna@godrej.com>, Leenat Sawar <leenat@godrej.com>, Satishkumar Singh <satishsh@godrej.com>
Cc: RACHNA BHUSE <rachna@godrej.com>

Dear Future Godrejite,

[Quoted text hidden]
[Quoted text hidden]

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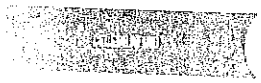
11 attachments



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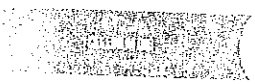


image001.jpg
47K

Undertaking.xlsx
27K

Application Form.doc
70K

G&B Employment Application form.docx
174K

IMRAN CAR CARE

Mob.:- 9823419232
9822260770

Specialist in : Mechanical Repairs, All Types of Indian & Imported Cars, Denting, Painting & Electrical Works.

Add.: NIBM Kondhwa Bypass Road, Near Vijay Park, Kondhwa Khurd, Pune - 411 048.

Ref.

Date : 19/10/22

TO WHOM-SO-EVER IT MAY CONCERN.

This is to certify that MR. Furkan Shaikh is been working here full-day as an Automotive Service Technician since July 2022. and working till date.

IMRAN CAR CARE

TOYOTA HONDA Mercedes-Benz AUDI

(34)

Gmail

Shahid Ansari <saansari@aissmscoe.com>

Fwd: Infosys Campus Recruitment Program: Congratulations, you have a job offer

1 message

Pushkaraj Deshmukh <pushkaraj.pd@gmail.com> Tue, Aug 23, 2022 at 2:58 PM
To: "saansari@aissmscoe.com" <saansari@aissmscoe.com>

---------- Forwarded message ---------
From: **Infosys Freshers Recruitment** <Talent.Acquisition@infosys.com>
Date: Tue, 31 May 2022 at 6:16 PM
Subject: Infosys Campus Recruitment Program: Congratulations, you have a job offer
To: Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>



Hello!

Thank you for participating in the Infosys Campus Recruitment Program.

Congratulations! You have cleared the interview round to receive a final job offer for the Systems Engineer role. The compensation for this role is INR 3.6 lakhs per annum with one year of probation period from the date of allocation to the business unit.

Please note, this is a conditional job offer subject to your eligibility during the recruitment process and your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please contact your placement office or write to us at Talent.Acquisition@infosys.com. Infosys recruitment process related emails sent to any other Infosys email address might not be responded to.

We look forward to welcoming you into our Infosys family.

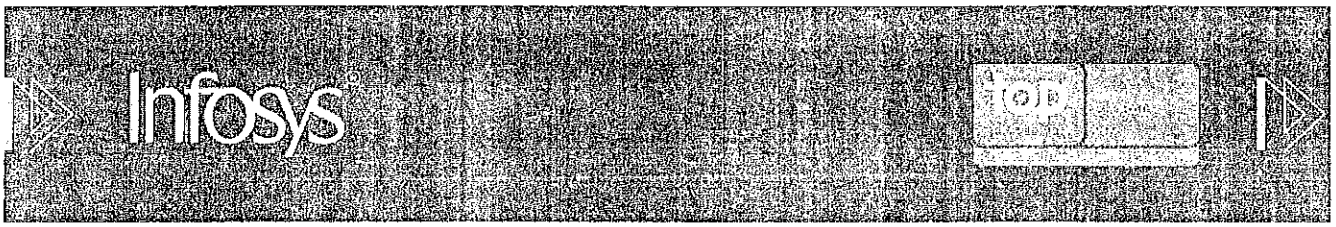
Gmail

Vishwajeet Gaikwad <vishwajeetgaikwad74@gmail.com>

You have a job offer for Systems Engineer role at Infosys

1 message

Infosys Freshers Recruitment <Talent.Acquisition@Infosys.com> 21 April 2022 at 23:46
To: Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>



Dear Student,

Thank you for participating in the Infosys recruitment process. Congratulations! You have cleared the interview round of the process.

We are delighted to offer you the position of Systems Engineer at Infosys.

The compensation for this role is INR 3.6 lakhs per annum with one year of probation period from the date of allocation to the business unit. Additional benefits include health insurance of INR 4 lakhs per annum and a life cover of INR 30 lakhs.

You will soon hear from us about the next steps of the process.

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please contact your placement office or write to us at Talent.Acquisition@infosys.com.

We look forward to welcoming you into the Infosys family.

Best regards,

Talent Acquisition

Infosys

2021-22
456
7190492 4F

MAY 2022 mech

Package sheet & List of Doc

2 messages

Gajanan Kale <info@railsimulation.com>
To: Aashish Chavan <aashishchavan1807@gmail.com>

Thu, 15 Dec 2022 at 6:01 pm

Dear Ashish,
You are selected for Trainee Software Engineer. You can join from 19th December 2022.
Please find the attached Salary break up sheet .
Please confirm that the same is in order and provide following scanned copies of :

a. PAN Card
b. Aadhar Card
c. Bank Account details for payment
d. Past PF / ESIC number if any
e. Relieving letter of last employment
f. Salary slip for any of the last 06 months / ITR establishing your last CTC
g. Full address if different from Aadhar Card with address proof
h. Copy of degree certificates as per your CV
I Passport size Photo

--

Regards & Thanks

Gajanan Kale

C.C Engineers Pvt. Ltd.
1087/B, Hare Krishna Mandir Road,
Model Colony, (Opp. Iyengar Yoga Inst.),
Pune 411 016. India.
020-25652865/25650434
9423201998

Aashish Chavan <aashishchavan1807@gmail.com>
To: Gajanan Kale <info@railsimulation.com>

Thu, 15 Dec 2022 at 6:45 pm

I accept the offer.
[Quoted text hidden]

KPIT

HR
Communication

Welcome to KPIT!

Dear Kartik Aher,

Welcome to KPIT!

We are excited to Reimagine Mobility for the Creation of a Cleaner, Smarter, and Safer World with YOU. To help you settle in at work & log in to the KPIT's webmail and internal portal, please find below your personal details.

Employee ID - 217345
Email ID – KARTIK.AHER@KPIT.COM
Username – KARTIKA1
Default Password: Secure07
Date of Joining: 10.10.2022

This information is *confidential* & should not be shared with anyone. In case, you get an error while logging in, please take a screenshot and share it with TIMS.Helpdesk@kpit.com. **Key links are detailed below:-**

Webmail: https://outlook.office365.com/

MyWorld: https://myworld.kpit.com/

MS Teams: https://teams.microsoft.com/

You will be receiving one more welcome mail on your official mail id which will contain the detailed information of KPIT support team. For any further official communication, please ensure to use your KPIT email id only & do not use your personal email id.

Looking forward to fulfilling association ahead!

Warm Regards,
HR Team, KPIT Technologies Limited

MS 2021-22

Manufacturers of :
Process Heating Equipments,
Thermic Fluid Heater, Steam Boiler,
Hot Air Generator & Hot Water Generator.

thermotech SYSTEMS LTD.

WORKS & CORPORATE OFFICE :
Plot No. 2607-2608, G.I.D.C. Phase IV, Vatva, Ahmedabad-382 445.
Phone :+91-79-25840233 / 25842387
E-mail : info@thermotechsystems.com • Web : www.thermotechsystems.com

Date : 18th July,2022

To,

Name: Mr.Mrugendra Matekar

Permeant Add: Mukund dattaraya matekar.
2-483/1, Bapannadora colony,
Ramanayyapeta, Kakinada, East Godavari,
Andhra Pradesh – 533005.

Mo No: 7276137399
Email ID: mrugendramatekar76@gmail.com

Subject: Appointment Letter for the post of "QC Assistant"

Dear Mrugendra,

With reference to your interview and discussions you had with our HR dept, we are pleased to offer you post of **"QC Assistant"** as per the terms and conditions mentioned below:

You will Join duty on or before "**18th July,2022**"

On the date of reporting on duty, please bring following documents in original with photocopy of each to submit HR department for initial assistance.

A. Proof of age - either SSC/HSC Certificate or any other acceptable document,
B. **Relieving Certificate & Service Certificate from your present employer (Please note that without proper relieving certificate in original from your present employer you will not be allowed to join the Company)**
C. Appointment Letters & Service Certificates from your previous employers.
D. Educational certificates including mark-sheets (High School onwards).
E. Four copies of your recent photograph in passport size,
F. Copy of PAN card/Aadhar card/Passport/Driver's license/Election photo identity card or any other Photo identity proof issued by State/Central Government

1 You shall be paid Salary as per Annexure-I

2 You shall Job profile would be as per Annexure - II

3 You will on probation period of 3 months. In case your performance is not found upto the mark, the said period of probation will be liable to be extended at the discretion of the management. You will continue on probation till the time your services are confirmed in writing by the management.

4 During the period of probation, your services are liable to be terminated without giving any notice and without assigning any reason. Similarly, your services shall be liable for termination without any notice and compensation if it is found that you have misrepresented, concealed or given wrong information about your candidature at the time of your appointment. No such notice is required to be given in case your services are terminated for any misconduct. During probation period you shall have liberty to resign from service after giving **one month's** notice or payment in lieu thereof

5 On confirmation, your services are terminable by giving you notice of one months or payment in lieu thereof. No such notice is required to be given in case your services are terminated for any misconduct. Similarly, you shall be at liberty to resign from service after giving **one month's** notice or payment in lieu thereof.

6 Your address as given in your application will be deemed to be correct for the purpose of sending any communication to you. In case of any change in your address, you will inform the management about the same within 8 days.

7 The management may transfer your services in any department/section/branch/unit of the company at any place as it may consider necessary in its discretion from time to time without detriment to your emoluments.

8 You will work diligently and faithfully and to the best of your ability and skill to serve the company and perform all the duties assigned to you from time to time by the company through the board of Directors and/or of any official of the company so authorized.

9 You will devote your entire time to the work of the company and will not undertake any other direct/indirect business or work, honorary or remunerator, except with the written permission of the management.

10 You will be responsible for the safe-keeping and return in good condition of all property, instruments, furniture, stationery, equipments, materials and such other items entrusted to your charges or under your care. The company shall have the right to deduct the money value of such items from your dues and take such action as it deems fit in the event of your failure to render proper and satisfactory account of the items given under your charge.

11 You shall not give out during the service in the company and thereafter to anyone, by word of mouth or otherwise particulars or details of our technical know-how, administrative and organizational matters of confidential nature and by virtue of your

being of our employee. In case you do so, you will be liable to pay damages to the company.

12 Your appointment and its continuance is further subject to the condition of your remaining medically, physically and mentally fit and the management will have the right to get you examined/re-examined from any Registered Medical Practitioner / Surgeon, whose finding shall be final and binding upon you.

13 You will be governed by the rules and regulations framed and amended from time to time by the company including the standing orders.

Please acknowledge receipt of this offer letter by sending back duly signed copy as a token of your acceptance within 2 days.

We look forward for our long and mutually beneficial association.

With Best Wishes,

Thanking You,

For THERMOTECH SYSTEMS PVT LTD.



Mr. JIGNESH SHAH
HR - DIRECTOR
CELL No.: +91 98790-07011

ANNEXURE – I

EMPLOYEE – Mrugendra Matekar	Compensation
TOTAL SALARY	20000
BASIC 45%	9000
HRA 40%	8000
PETROL	0
MEDICAL	0
CORPORATE ALL 15%	3000
WASHING ALL	0
TOTAL	**20000**
PF 12%	1440
ESIC 0.75%	90
P.F.TAX	200
TOTAL TAKE HOME	**18270**
PER YEAR OTHER	
BONUS PER YEAR	20000
PF PER YEAR - 13%	18720
ESIC PER YEAR 3.25%	4680
LEAVE ENCASHMENT (SUBJECTIVE)	10000
TOTAL	**53400**
TOTAL CTC:	**293400**
ALL INCLUDING	**293400**
PER MONTH	**24450**
PER DAY	**940.38**

ANNEXURE - II

JOB PROFILE RESPONSIBILITY.

- Supporting customers through technical (Mechanical / Electrical / Instruments)
- Understanding customer needs and concerns
- Providing a high level of customer service
- Preparing and submitting service reports
- Providing technical direction to the team or Contractors
- Erection, Commissioning of all equipment's
- Participating in the training of new team members

21 – 2022 M/S

INTERVALVE® POONAWALLA LTD.

The name says it all

94/1, MANJRI, OFF SOLI POONAWALLA ROAD, PUNE 412 307, INDIA
TEL. : +91-20-2699 3900 FAX : +91-20-2699 3921
INTERVALVE@POONAWALLAGROUP.COM WWW.POONAWALLAGROUP.COM

21st December, 2022

IVPL/CHRA/2022

Kiran Kamble
Raigad Colony No.3,
Ganganagar, Phursingi
Pune - 412308.

Sub: Engagement as Apprentice

Dear Kiran,

1. This is with reference to your application for carrying out training in our organisation. We are pleased to appoint you as "Trainee Engineer" with effect from 21st December, 2022.

2. The training shall be for a period of Twelve months from the said date. It shall automatically come to an end on 20th December, 2023 by efflux of time. Hence, there shall not be any separate notice or communication to you in this regard.

3. You shall be paid a consolidated stipend of Rs. 15,000/- (Rupees Fifteen Thousand only) per month. Please note that you shall not be entitled to any other benefits that are applicable to other employees in the Organization. You will be covered under ESIC Act and the said provisions will apply.

4. During the course of your training in the organization, you shall abide by all rules and regulations of the Company, as also the discipline of the Company.

5. You shall not during the term of your training with the Company or any time thereafter use or disclose to any other company/firm/person any of the secrets, business affairs of the company. Upon completion of your training, you shall return to the Company all tools, spares and any other articles thereof, belonging to the Company, which may at that time be in your possession.

6. The training facility may be terminated at any time without notice, if your attendance, progress, behavior, etc. is not found satisfactory. If you wish to discontinue the training, you will give at least 15 days' notice.

7. You are requested to confirm your acceptance of the above terms and conditions by signing the duplicate copy of this letter and return the same to the Company.

For INTERVALVE POONAWALLA LTD.,

Paygude

Yuvraj Paygude
Sr General Manager - CHRA

AISSMS
COLLEGE OF ENGINEERING

ज्ञानम् सकलजनहिताय

Accredited by NAAC with "A+" Grade

DEPARTMENT OF MECHANICAL ENGINEERING MECH SW

Sr. No.	Students Name	University Serial No.	Discipline	Year of Passing	On off Campus	Name of Employer
1	Gaikwad AshutoshYeshwant	71905086D	Mechanical SW	2021-22	ON	Bristlecone
2	HiremathVivekVijaymahantesh	71905127E	Mechanical SW	2021-22	OFF	CCTech
3	Jutla Ganesh	71905098H	Mechanical SW	2021-22	ON	Swift PLM
4	Khairnar Harshkumar Ishwar	71905123B	Mechanical SW	2021-22	ON	Cognizant
5	MohiteVaishnavi Vijay	71905273E	Mechanical SW	2021-22	ON	Cognizant
6	Panpatil Sumedh Bapurao	71905317L	Mechanical SW	2021-22	ON	Cognizant
7	Suryawanshi Devendra Sharad	71905495J	Mechanical SW	2021-22	ON	Cognizant
8	Chaudhari Yash Dinesh	72012553H	Mechanical SW	2021-22	ON	Cognizant
9	Khandelwal Suraj Nandkishor	72001019F	Mechanical SW	2021-22	ON	Cognizant
10	Varun Pramod More	72001020K	Mechanical SW	2021-22	ON	Cognizant
11	Bhati Pratik Vasant	71811629B	Mechanical SW	2021-22	OFF	Valeo India Pvt Ltd
12	Bogawat Chirag Tushar	71905016C	Mechanical SW	2021-22	ON	Mahindra & Mahindra Ltd
13	Bogawat Karan Atul	71905017M	Mechanical SW	2021-22	ON	Mahindra & Mahindra Ltd
14	Chandan Pramod Yadav	71905025B	Mechanical SW	2021-22	OFF	Rishikirti Technologies Pvt Ltd
15	Dabhade Shubham Ulhas	71905471M	Mechanical SW	2021-22	OFF	Minda
16	Gaurav Joshi	71905102K	Mechanical SW	2021-22	OFF	Applus IDIADA
17	Gawade Maithili Shashikant	71905247F	Mechanical SW	2021-22	ON	Thermax
18	Lodh Vihang Uday	71905237J	Mechanical SW	2021-22	OFF	Winone Product Technologies Pvt Ltd
19	Dabholkar Aniruddh Rajendra	71905043L	Mechanical SW	2021-22	OFF	Applus IDIADA
20	Zende Vidita	72012556B	Mechanical SW	2021-22	OFF	Ford Motors Pvt Ltd
21	Tantak Sakshi Rajesh	71905418E	Mechanical SW	2021-22	OFF	C2LBIZ Solutions Pvt Ltd
22	Khan Shahid Nasim	72001018H	Mechanical SW	2021-22	OFF	CeraTherm Technologies Ind Pvt Ltd
23	Bhasme Rushikesh Sanjay	71904995E	Mechanical SW	2021-22	OFF	Ultra Enterprises
24	Agawane Kunal Rajendra	71905231K	Mechanical SW	2021-22	OFF	PMT MACHINES LTD
25	Gurram Shubham Shrinivas	71905470C	Mechanical SW	2021-22	ON	Swift PLM Services Pvt Ltd
26	Patil Rohit Vijay	71905339M	Mechanical SW	2021-22	OFF	Knorr Bremse Technology Center I Pvt Ltd
27	Gite Sanjana Sanjay	71905429L	Mechanical SW	2021-22	OFF	Speed Engineering Solutions Pvt Ltd

THERMAX LIMITED THERMAX HOUSE, 14 MUMBAI PUNE ROAD, WAKDEWADI, PUNE 411 003. INDIA ☐ TEL.: (020) 66051200, 25542122 ☐ FAX : (020) 25541226
Website : www.thermaxglobal.com ☐ IT PAN -- AAACT 3910D
Customer Care : 18002090115 (India Toll Free)

Human Resources Division

THERMAX

Date: 22/07/2022

Anmol Kitchloo
House No. 302, Vinayak Nagar,
Muthi Jammu, Sec-01,
Jammu, 181205
Jammu Kashmir

Appointment as Apprenticeship Trainee

Dear Anmol,

We are pleased to offer you apprenticeship training in the **Heating** division of **Thermax Limited**. Kindly confirm your acceptance of this letter **within 2 days** from the date of receiving this letter.

Congratulations for the same!!!

This engagement is subject to-

a. You being found medically fit by a registered medical practitioner and
b. You successfully passing your engineering course in the current academic year in the first attempt.

I, Anmol Kitchloo, state that I have understood the terms and conditions mentioned herein above and I accept the same.

Signature :

Date : 23/07/2022

Mech S/L

3

BRISTLECONE

Bristlecone India Limited
Binarius, 5th Floor, Deepak Complex
Opp. Golf Course, Yerwada, Pune-411006
T: +91 20 66238888 | F: + 91 20 66238899

Ashutosh Gaikwad

Tel: +917218500086

Sub: APPOINTMENT LETTER

Dear Ashutosh Gaikwad,

This is with reference to your application and the subsequent interviews with us, we are pleased to offer you the position of **"Associate Consultant"** in Role band **"RB7"** for Sub Studio- **"Smart Integration (EDI)"** in our organization at **"Pune"**.Your date of joining will be **"11-Apr-2022"** on the terms and conditions as indicated in this letter. You are requested to report to office at 10:00 AM on the day of your joining.

Your compensation details are attached in Salary Sheet

1. (a) Your place of operation will be mainly at **"Pune"**at the time of joining the organization. However, depending on the project / work where your involvement is continuously required, you may be transferred to any of our other offices, project locations, group companies, client locations, etc. or for deputation to any organization, to be posted at any of their offices, project locations, divisions, departments, etc. at anytime, anywhere in India or abroad. In the event of such a transfer/ deputation, details of the terms and conditions will be communicated to you.

   (b) The working hours applicable to you will be the same as are observed depending upon your place of posting and can be amended from time to time. Further, you should be prepared to work in any shift, as may be required by the Company's / clients work requirements.

   (c) This offer is subject to: your acceptance within two days; submission of all your certificates in respect of educational qualifications; identity proof and release letter/service certificates from present employer.

   (d) At any time during the course of your employment with the company, the company is entitled to terminate your employment without notice, if the information provided by you during the selection process is found to be in-correct.

2. (a) Please note that the salary structure of the Company may be altered/modified at the discretion of the management, having regards to market and business needs. Further, salary, allowances and all other payments / benefits will be governed by the Company's rules as well as statutory provisions in force from time to time and subject to deductions of appropriate taxes at source.

   (b) Please also note that your remuneration package is strictly confidential between you and the Company and should be so maintained

   (c) Your remuneration package will be reviewed as per the Company's practice and any increase will depend on the Company's performance and your performance

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9:25 PM ...0.1KB/s 22

CTC Breakup- Ashutosh Gaikwad| Bristlecone India Limited (A Mahindra Group)

Inbox

Urmila Shrinath Vetal 23 Feb
to me, SAUMYA, placements...

Dear Ashutosh Gaikwad,

On behalf of all the members of Bristlecone family, we welcome you. We have really enjoyed speaking with you and getting to know you over the past few weeks.

Kindly find below the Letter of Intent. Please note this is not an actual offer letter.

The actual offer will be shared with you after the acceptance of LOI and internal approvals. Kindly mail us your acceptance.

NAME	:	Ashutosh Gaikwad	
DESIGNATION	:	Associate	
DATE OF JOINING	:		
COST TOCOMPANY	:		INR 425,000
FIXED SALARY	:		INR 425,000
VARIABLE PAY	:	0.00%	INR 0

CCTech®

09/03/2022

Centre for Computational Technologies Pvt. Ltd.
403, Pushpak Business Hub, Bhumkar Chowk, Wakad
Pune, Maharashtra
411057
India

Personal & Confidential

Subject: Employment Offer Letter

Vivek Hiremath
HADAPSAR
PUNE, MAHARASHTRA
India

Dear Vivek,
We take pleasure in inviting you to join Centre for Computational Technologies Pvt. Ltd. as "Member of Technical Staff" in our Consultancy department. Your total remuneration is ₹ 500,000.00/Year. The probation period will be for six months from the date of joining.

You are requested to join at the earliest possible convenience but not later than 01-Jul-2022. The formal letter of appointment, detailing the terms of employment will be issued upon your joining the company. You are requested to report for work at 11.30am. A formal induction would be imparted to help you understand the organization structure, values, and culture.

Please note that this offer of appointment with the company is subject to your being:
- Found medically fit for employment
- On satisfactory completion of other pre-joining formalities

You are requested to accept the offer letter on or before 11-Mar-2022.
This offer will expire if not accepted within the specified date.

We congratulate you, and look forward to working with you.

Sincerely,
For Centre for Computational Technologies Pvt. Ltd.

Centre for Computational Technologies Pvt. Ltd. Pune

Harshida Bhamare
HR-Generalist

Salary Breakup

Name	Vivek Hiremath
Designation	Member of Technical Staff
Department	Consultancy

Components	Salary per month (₹)	Salary per annum (₹)
I. Basic		
Basic	19,933	2,39,200
II. Allowances		
HRA	7,973	95,680
LTA	1,500	18,000
Conveyance	1,600	19,200
Medical	1,250	15,000
Special Allowance	7,610	91,320
Gross Salary (I + II)	**39,867**	**4,78,400**
III. Benefits		
Provident Fund (Employer contribution)	1,800	21,600
CTC (I + II + III)	**41,667**	**5,00,000**
IV. Deductions		
Professional Tax	200	2,400
Provident fund (Employee contribution)	1,800	21,600
Medical Insurance	800	9,600
Total Deductions	**1,000**	**33,600**
TDS	As applicable	As applicable

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

- Photocopies of educational certificates/degrees
- Photocopy of last 3 months salary slip (if any)
- Relieving letter from the last/present company in original (if any)
- Service certificate/proof of employment from last/present and all previous employers
- Copy of PAN card & Aadhar card
- 2 passport size photographs
- Proof of residence

Swift PLM
Simplifying PLM Eco-system

Swift PLM Services Pvt. Ltd.

415, FINSWELL, SAKORE NAGAR ROAD, VIMAN NAGAR, PUNE -411014.

CIN U74900PN2012PTC144699

Website: http://www.swiftplm.com. E-mail: info@swiftplm.com.

13th June 2022

GANESH PUNDLIK JUTLA

10/111/113 Ganj peth,sampada co hsg society,

bldg no -2, flat no- 33,Pune, Maharashtra- 411042

Mo.no- 9860936485
Email id- ganeshjutla01@gmail.com

Dear Ganesh,

With reference to your application and discussions we had last week, we are pleased to offer you an appointment as **CAD/PLM Engineer Trainee** in our organization. You are requested to join on or before **4th July 2022.**

The terms and conditions of your appointment are given below:

1. You will be under training period for 6 months from the date of joining. This training is scheduled in association with one of our clients and would be online. You will be paid a consolidated **Stipend** of Rs **18,000/** months **(eighteen thousand rupees per month)** during the period of training. You will be assigned to a project on successful completion of training.

2. Your pay will be revised to CTC (Cost to Company) of INR **3,00,000/- (Rupees Three Lacs only)**, subjected to deductions (Ex PF, Professional tax etc)and TDS as applicable, This salary is for the services you will be delivering at our location or client location for the duration of your employment.

3. Swift PLM would be training you in specialized (and proprietary) programming techniques and testing methodologies and thus incurring a significant cost as part of this training. You agree that you will be serving Swift PLM for a minimum period of 1.5 years (including training period) from the date of joining. You are required to sign an employment agreement for a duration of 1.5 years, after joining Swift PLM.

4. You are required to work at our client location in general shift or evening shift based on the business need from our client. It would be 9 working hours, excluding lunch break.

5. You shall be subject to Company's Policies & Procedures, which may be modified from time to time for smooth working of the Company as well as defining the code of conduct. Any act of insubordination, insolence, gross negligence on duty or dishonesty, Misconduct etc., shall be considered as breach of discipline and will result in termination of service.

6. Misconduct will include without limitation, absence from service without prior notice in writing or without sufficient cause for seven days or more; causing damage to the property of the company, continued discharge of work functions which do not meet the standards reasonably expected by the company. The company's decision as to the termination of your services of employment shall be final and legally binding on you.

7. You will not divulge to anyone, particulars or details of processes or technical knowhow, Organizational matters of confidential nature or any other types of secrets of the company, which you may acquire or come to know during the period of employment in the company.

8. All programs, system designs manuals, literature etc. developed by you, while in the company service will at all times be deemed to be sole property of the company. Also, the company will, at all times, have the sole proprietary right in any new system which you may develop while in the company's service.

9. Either side shall terminate this agreement by serving 2 Months advance notice, after completing 1.5 years of service as per employment agreement.

10. During your employment, the company at its discretion may assign you to different locations within India and may depute you to go abroad to attend to business requirements. In such case the company would inform you to such travel 10 days in advance and you would be required to undertake the travel, failing which, your services are liable to be terminated without any notice. All business-related travel costs are reimbursed upon the receipt of relevant documentation of expenses.

11. You will also not carry any prohibited software or software related products/materials into the organization or to our client's place when you are deputation.

12. You will be required to sign a service agreement before proceeding on an "Overseas Assignment" to serve the company for a predetermined period of time. The duration will depend on the nature of assignment – training, system study etc. In case of Breach of this agreement, employee will be required to pay liquidated damages. Details of this agreement will be given at the time of proposal.

13. Your appointment will be subject to your being medically fit at the commencement of and at any time during the tenure of your employment with company. The company has a right at all times to send you for a medical check-up to ascertain your fitness for the job.

On the date of joining, you are requested to produce (a) proof of your age, (b) relieving letter from previous employer, (c) relevant educational certificates (d) passport size photographs, (e) proof of last drawn salary, (f) passport copies. You are also requested to provide two references as per our company's norms.

If the stated terms and conditions of service in this document are agreeable to you, please sign the duplicate copy of this letter conveying your acceptance to the same and return the copy to us.

We welcome you to the family of SwiftPLM Services Pvt. Ltd.
For SwiftPLM Services Pvt. Ltd

M. Srinivas

SRINIVAS MANGENA
Director

Swift PLM
Simplifying PLM Eco-system

Swift PLM Services Pvt. Ltd.
415, FINSWELL, SAKORE NAGAR ROAD, VIMAN NAGAR, PUNE -411014.
CIN U74900PN2012PTC144699
Website: http://www.swiftplm.com. E-mail: info@swiftplm.com.

I (GANESH PUNDLIK JUTLA)
I have read the details and agree to abide by them.
I hereby accept the above offer of Employment and will report on_____.

_____
GANESH PUNDLIK JUTLA

Cognizant

Letter of Intent (LOI)

Superset ID: 1323685

January 07, 2022

Dear HARSHKUMAR ISHWAR KHAIRNAR,

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 Analyst 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 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. 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 2 weeks from the date of the LOI. Hence, you are requested to accept or decline the LOI within 2 weeks 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

Cognizant

Letter of Intent (LOI)

Superset ID: 1443752

January 07, 2022

Dear Vaishnavi Vijay Mohite,

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 Analyst 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 401,988/-**. This includes an annual incentive target of INR 22,500/-. 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.

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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

Cognizant

Letter of Intent (LOI)

Superset ID: 1320744

January 07, 2022

Dear Sumedh Bapurao Panpatil,

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 Analyst 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 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. 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.

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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

Cognizant

Letter of Intent (LOI)

Superset ID: 1294033

January 07, 2022

Dear Devendra Sharad Suryawanshi,

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 Analyst 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 401,988/-.** This includes an annual incentive target of **INR 22,500/-.** 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.

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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

Cognizant

Letter of Intent (LOI)

Superset ID: 1317973

January 07, 2022

Dear Yash Dinesh Chaudhari,

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 Analyst 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 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. 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.

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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

Cognizant

Letter of Intent (LOI)

Superset ID: 1294041

January 07, 2022

Dear SURAJ NANDKISHOR KHANDELWAL,

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 Analyst 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 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. 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.

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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

Cognizant

Letter of Intent (LOI)

Superset ID: 1602795

January 07, 2022

Dear Varun Pramod More,

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 Analyst 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 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. 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.

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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

29-Jan-2022

Dear Varun Pramod More,
B.E., Mechanical
Aissms College Of Engineering

Candidate ID – 19939424

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.

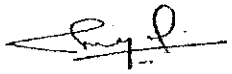
4. Training - Post Joining Cognizant:

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: Varun Pramod More

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

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

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

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

Varun Pramod More, 23, 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

Sign: _____
Name:

Varun Pramod More

Sign: _____
Name:

Mech. S/W 11

Valeo India Private Limited. 18
Gat No. 24, 744 & 745, Village - Lonikand,
Taluka - Haveli, Pune - 412 216 (Maharashtra)
Tel.: +91 (020) 66 78 55 00

Ref: HR/Appt/04436

Date : 25th July 2022

To
Pratik Bhati
Emp. ID- 04436

This has reference to the interview you had with us on **13-July-2022**. We are pleased to offer you training under the Employment Exchanges (Compulsory Notification of Vacancies) Act, 1959 as Employment Promotion Programme on the following terms and conditions with effect from **25-July-2022** for a period of six month upto **24-January-2023**.

1. Your training shall start on **25-July-2022** and end automatically on **24-January-2023**.

2. You shall be paid a consolidated stipend of **Rs.15000 /- per month.**

3. On completion of the training period, your services are liable to be terminated. No separate letter of termination would be issued on completion of the training period and you would be relieved automatically.

4. During the training period your services will be liable to termination by either side after giving fifteen (15) working days notice except in the case of physical or mental incapacity, insubordination or dishonesty or unauthorized absence or any other misconduct in which case, your services may be terminated without any notice.

5. You will be subject to the provisions of the Standing Orders framed under the Industrial Employment (Standing Orders) Act 1948 as applicable from time to time.

6. You will be required to attend duties and when required at timings in any shift at present in existence or which may be started subsequently which may be nominated by us consistent with the requirement of the organization. It should not be presumed that the scope of your duties is circumscribed or limited by your designation and it should be clearly understood that we reserve to ourselves the absolute right to allot you any type of duties whatsoever consistent with the work requirements and the nature of your employment.

7 During the tenure of your training with the company, you will be liable to be transferred to any Department, Section, Establishment of the company or at any other place where the work of the company is carried out. You shall also be liable to be transferred to such establishments which may be newly established after your joining the company. You will be covered by the rules and regulations and the terms and conditions applicable at the place where you shall be posted/transferred/deputed.

8 Throughout your continuance of services with the company, you should be medically fit and free from any disease. It will be open for the company to require you to undergo such a medical test as may be determined and in the event, the company finds it unsuitable for you to be continued on medical grounds, the decision of the company in that case shall be final and your services will be liable to be terminated.

9 You will be allowed leave as per the current notifications of the company and as per the notification issued from time to time. You shall also fully abide by the travel and deputation rules as notified by the company from time to time.

Valeo India Private Limited,
Gat No. 24, 744 & 745, Village - Lonikand,
Taluka - Haveli, Pune - 412 216 (Maharashtra)
Tel.: +91 (020) 66 78 55 00

10. The letter of training is being issued to you on the clear understanding that there is nothing on your past record which would have prevented the Management from offering you employment. If however, it is found at any time hereinafter that your past record is objectionable or if any declaration given by you or statement made by you to the management is false or if you have willfully suppressed any material information, in such a case you will be liable to be removed from the services of the company forthwith without any notice.

11. Your position is a whole time employment with the company and you shall not take up any other work or remuneration part time or otherwise without prior permission of the management.

12. You will also not work without written permission of the company elsewhere with or without remuneration in your spare time in any capacity whatsoever.

13. If you wish to avail company's Canteen & Transportation facilities, the rules framed by the company from time to time on that behalf will be applicable to you.

14. Notice of Discontinuation: Your training is liable to be discontinued by the Company at any time without any notice and/or without assigning any reasons thereof and without payment of any compensation.

15. In the event you desire to take any educational course, it shall be binding on you to inform the company regarding the same.

16. You will not without the consent of the management disclose or divulge or make public except on legal obligations any information regarding company matters and demonstrations on research carried out whether the same be confined to you or become known to you in the course of your service or otherwise.

17. You shall observe strict secrecy regarding the business of the company and shall not divulge directly or indirectly or disclose to any person any affairs or any information regarding the company. You shall also not publish any written articles or deliver any talk or give any interview on any subject related to the company.

18. You shall be responsible for safekeeping and return in good condition and order, the company's property which may be in your use/custody/care or charge. The company reserves the right to deduct money value of all such items from your emoluments and/or take such action as it deems proper in the event of your failure to account for them to the satisfaction of the company.

For **Valeo India Private Limited,**

Shashank Moghe
Head - Human Resources

I have received a copy of this appointment order. I have fully understood the contents therein. I am signing this appointment order as a token of my having accepted all the terms of conditions mentioned therein and do hereby declare that all the terms and conditions stated therein shall be fully binding on me.

Signature :.....
Name : Pratik Bhati

Mech & AS

20

Mahindra

Mahindra & Mahindra Ltd.
Mahindra Towers, Akurli Road,
Kandivali (East) Mumbai 400 101 India

www.mahindra.com

Date: 30 August 2022
Mr. Chirag Tushar Bogawat
'Vijal', Swastik Chowk, Station road, Ahmednagar
Ahmednagar
Maharashtra - 414001

Dear Chirag,

We have pleasure in offering you appointment in Mahindra & Mahindra Ltd as a Graduate Apprentice Trainee under these provisions of the Apprentices Act, 1973 with effect from **07 September 2022.**

- You will be paid a consolidated stipend of Rs. 25000/- per month throughout the period of Apprenticeship Training. Your training will be governed as per the terms and conditions set forth in the Apprentices Act, 1973.
- During this period it is expected that you will abide by the rules and procedures of the Company.

- You will undergo training for a period of twelve months. However, this training period could be curtailed or extended at the discretion of the Company. Completion of twelve months of training does not entitle you or result in automatic confirmation, unless confirmed in writing.

- So long as you are in the employment of the Company., you will, at all times, observe secrecy and confidentiality and will not divulge, disclose or make known to any unauthorized person within or outside the Company, nor will you unauthorized use any knowledge or information in respect of manufacturing, technical trade or business data (including manufacturing processes, technical know-how, customer information, business plans and like matters) which are necessarily confidential and have come to your knowledge and possession.

- You will also not remove any such information in any form whatsoever from the Company premises, nor copy or transmit the same unauthorized through any medium including social networking networks/ public sites, nor will you grant permission to assist, permit entry to, or in any manner co-operate with any unauthorized person for the purposes of accessing, obtaining, copying, transmitting or removing the above. Even after the cessation of your employment with the Company, you will not use, divulge, disclose or remove in any manner whatsoever confidential information of the type described above of which you were in possession whilst in service to the detriment of the Company.

- You will also observe all the confidentiality measures which are in existence, or which may be enforced from time to time, as well as directions as to confidentiality marked on any communication, document, electronic data storage device etc. You shall indemnify and hold Company harmless and indemnified against any damage or loss caused to the Company on account of breach of confidentiality on your part. These confidentiality provisions shall survive the separation of your employment with the Company, either by way of retirement or termination or otherwise

- You will devote your full attention exclusively to the duties entrusted to you from time to time by the Company and while in

Bogawat

Mahindra

service of this Company you will not work for any person or Company in any capacity either for any consideration or otherwise,nor do any private business without obtaining prior permission of the Company in writing.

- In addition to your fulfilling the requirements of secrecy and confidentiality, as specified herein, also during your employment with the Company, you shall not engage in any vocation, training, employment, consultancy, business, transaction, or any other activity, which is in conflict with the interests of the Company, in any capacity whatsoever either on your own or in association with any other individual/firm/institute/bod corporate, etc., whether for any consideration or not.

- You will assign to the Company your entire right, title and interest in any Intellectual Property Rights (IPRs for short, which term would include patents, trade-marks, copyrights, designs, whether registered or not, and all improvements thereto) that you may make, solely or jointly with others, in the course of your employment with the Company relating to any or all systems, services and products manufactured or marketed or leased or developed. You will perform all necessary acts and execute such documents in such format as may be required by the Company, without expense to you, which in the judgment of the Company or its Attorneys may be necessary or desirable to secure to the Company full right title and interest in the IPRs.

- The Company shall at all times have the right to access and monitor all e-mails created, sent I received or stored by you using Company facility and on Company's system at any time without giving you any prior notification. All such data and information shall be the property of the Company at all times.

- You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever.

- You shall, on ceasing to be the employee of the Company, forthwith return all Company properties, movable and immovable, including, without limitation,all Company information, files, reports, memoranda, software, credit cards, door and file keys, computer access codes and such other property which you received or in possession or prepared in connection with your employment with the Company.

- You will be subject to all Government Laws and Regulations in force from time to time.

- The offer of training is subject to you passing your graduation without any backlogs before the date of joining.

Please sign the duplicate copy of this letter and forward the same to us within a week's time as a token of your acceptance of the above mentioned terms and conditions of the Project.

Yours Faithfully,
For MAHINDRA & MAHINDRA LTD.

Rajeshwar Tripathi
Chief Human Resource Officer

Bogawat

Mahindra

Mahindra & Mahindra Ltd.
Mahindra Towers, Akurli Road,
Kandivali (East) Mumbai 400 101 India

www.mahindra.com

Date: 03 September 2022
Karan Atul Bogawat
Doctor Colony
Ahmednagar
Maharashtra - 414001

Dear Karan,

We have pleasure in offering you appointment in Mahindra & Mahindra Ltd as a Graduate Apprentice Trainee under these provisions of the Apprentices Act, 1973 with effect from 07 September 2022.

- You will be paid a consolidated stipend of Rs. 25000/- per month throughout the period of Apprenticeship Training. Your training will be governed as per the terms and conditions set forth in the Apprentices Act, 1973.
- During this period it is expected that you will abide by the rules and procedures of the Company.

- You will undergo training for a period of twelve months. However, this training period could be curtailed or extended at the discretion of the Company. Completion of twelve months of training does not entitle you or result in automatic confirmation, unless confirmed in writing.

- So long as you are in the employment of the Company., you will, at all times, observe secrecy and confidentiality and will not divulge, disclose or make known to any unauthorized person within or outside the Company, nor will you unauthorized use any knowledge or information in respect of manufacturing, technical trade or business data (including manufacturing processes, technical know-how, customer information, business plans and like matters) which are necessarily confidential and have come to your knowledge and possession.

- You will also not remove any such information in any form whatsoever from the Company premises, nor copy or transmit the same unauthorized through any medium including social networking networks/ public sites, nor will you grant permission to assist, permit entry to, or in any manner co-operate with any unauthorized person for the purposes of accessing, obtaining, copying, transmitting or removing the above. Even after the cessation of your employment with the Company, you will not use, divulge, disclose or remove in any manner whatsoever confidential information of the type described above of which you were in possession whilst in service.to the detriment of the Company.

- You will also observe all the confidentiality measures which are in existence, or which may be enforced from time to time, as well as directions as to confidentiality marked on any communication, document, electronic data storage device etc. You shall indemnify and hold Company harmless and indemnified against any damage or loss caused to the Company on account of breach of confidentiality on your part. These confidentiality provisions shall survive the separation of your employment with the Company, either by way of retirement or termination or otherwise

- You will devote your full attention exclusively to the duties entrusted to you from time to time by the Company and while in

Mahindra

service of this Company you will not work for any person or Company in any capacity either for any consideration or otherwise,nor do any private business without obtaining prior permission of the Company in writing.

- In addition to your fulfilling the requirements of secrecy and confidentiality, as specified herein, also during your employment with the Company, you shall not engage in any vocation, training, employment, consultancy, business, transaction, or any other activity, which is in conflict with the interests of the Company, in any capacity whatsoever either on your own or in association with any other individual/firm/institute/bod corporate, etc., whether for any consideration or not.

- You will assign to the Company your entire right, title and interest in any Intellectual Property Rights (IPRs for short, which term would include patents, trade-marks, copyrights, designs, whether registered or not, and all improvements thereto) that you may make, solely or jointly with others, in the course of your employment with the Company relating to any or all systems, services and products manufactured or marketed or leased or developed. You will perform all necessary acts and execute such documents in such format as may be required by the Company, without expense to you, which in the judgment of the Company or its Attorneys may be necessary or desirable to secure to the Company full right title and interest in the IPRs.

- The Company shall at all times have the right to access and monitor all e-mails created, sent I received or stored by you using Company facility and on Company's system at any time without giving you any prior notification. All such data and information shall be the property of the Company at all times.

- You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever.

- You shall, on ceasing to be the employee of the Company, forthwith return all Company properties, movable and immovable, including, without limitation,all Company information, files, reports, memoranda, software, credit cards, door and file keys, computer access codes and such other property which you received or in possession or prepared in connection with your employment with the Company.

- You will be subject to all Government Laws and Regulations in force from time to time.

- The offer of training is subject to you passing your graduation without any backlogs before the date of joining.

Please sign the duplicate copy of this letter and forward the same to us within a week's time as a token of your acceptance of the above mentioned terms and conditions of the Project.

Yours Faithfully,
For MAHINDRA & MAHINDRA LTD.

Rajeshwar Tripathi
Chief Human Resource Officer

Mesh. S/W

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RISHIKIRTI TECHNOLOGIES PVT. LTD.
ORACLE | Partner
Reg. Office : J-69, Kh No. 792, Gali No.8, Kartar Nagar, Delhi-110053
Operation : A-19, IInd Floor, Sector-16, Noida, Uttar Pradesh-201301
www.kirtitec.com, Ph.: 011-22946349

Offer Letter

Date:- November 29,2022
Mr. Chandan Pramod Yadav
Flat no.7,Kadam heights, kawde nagar road, Pimple gurav,
Pune, Maharashtra-41106

Dear Chandan,

We are pleased to offer you the opportunity to participate in the following training programme.

Name of course	: Training For JD Edward
Conducted by	: RishiKirti Technologies Pvt. Ltd
Course Venue	: 2nd Floor, A-19, Sector-16, Noida- U.P.
Duration	: 12 Months
Review	: After every 3 Months

This programme is designed to train **"JD Edward"** and will enhance your technical knowledge and capability, as well as being applicable to the nature of your work and career.

RishiKirti Technologies Pvt. Ltd. excited to bring you on board as **"Associate Consultant"**. We're just a few formalities away from getting down to work. Please take the time to review our offer. Your starting date is **December 01, 2022** at Pune Location. Expected hours of work are 6 days of week and 9 hours of work.

Your Annual Cost to Company (CTC) will be **Rs. 189,564.00 (Rupees One Lakh Eighty Nine Thousand Five Hundred Sixty FourOnly)** as detailed in Annexure "I". Retainership amount will be refund on the basis of your performance after every 3 Months review.

In consideration of the abovementioned training, you will undertake and agree to continue to work with **RishiKirti Technologies Pvt. Ltd.** or any member of its group of companies for two (2) years commencing from the date of the training programme.

In the event that you:

a) fail to attend the training where replacement confirmation is made for whatever reasons, other than medical or compassionate ground;
b) fail to complete the full duration of the assigned training for whatever reasons, other than medical or compassionate ground;
c) leave or resign from the Company on your own accord before the completion of the employment bond period;
d) or you refuse or by your own conduct render yourself unsuitable to serve or continue to serve the Company until completion of the employment bond period;

You agree to reimburse to the Company the sum of **2,00,000.00 (Rupees Two Lakhs only)** being the cost spent by the Company for your training as follows:

a) Within the 1st year of completion training programme = full amount
b) After the 1st year of completion of the training programme = proportionate to the remaining period of the employment bond

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www.kirtitec.com, Ph.: 011-22946349

ORACLE | Partner

You are required to submit the following documents on your date of joining:

- Copies in support of your educational qualification(s)
- Four passport size photographs
- Address proof (copy of driving license, voter ID, Passport, Aadhar etc.)

Note: - *During this training period your training may be terminated without any notice.*

If you accept the above offer of the training programme upon the terms as specified above, please indicate your acceptance by signing the duplicate of this letter.

For **RishiKirti Technologies Pvt. Ltd.**	Acceptance of Offer Terms and Conditions:
Signature: Ashish	Signature:
(Mr. Ashish Yadav) (HR)	Printed Name: **Mr. Chandan Pramod Yadav** Date:

RISHIKIRTI TECHNOLOGIES PVT. LTD.

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www.kirtitec.com, Ph.: 011-22946349

ANNEXURE I

COMPENSATION DETAILS (All figures in INR)			
Name:	Mr. Chandan Pramod Yadav		
Role/Designation:	Associate Consultant		
RishiKirti Technologies Pvt. Ltd.			
Salary Break up			
Compensation Heads	Amount in (Rs.)	Frequency of Payment	Yearly Gross Salary in Rs.
I. Monthly Salary			
Basic Pay	15,300.00	Monthly	
II. Allowances			
House Rent Allowance	0.00	Monthly	
Medical Allowance	0.00	Monthly	
Professional Allowance	0.00	Monthly	
Conveyance Allowance	0.00	Monthly	
Leave Travel Allowance	0.00	Monthly	
Child Education Allowance	0.00	Monthly	
Provident Fund (Employer Contribution)	0.00	Monthly	
ESIC (Employer Contribution)	497.00	Monthly	
III. Reimbursements			
Medical Reimbursement	0.00	ERA Item	
Communication Allowance	0.00	ERA Item	
IV. Monthly Gross CTC	15,797.00		189,564.00
Provident Fund (Employee Contribution)	-0.00	Monthly	
Provident Fund (Employer Contribution)	-0.00	Monthly	
ESIC (Employee Contribution)	-115.00	Monthly	
ESIC (Employer Contribution)	-497.00	Monthly	
Retainership	0.00	Monthly	
V. Gross Remuneration (Annual) (on CTC Basis)	15,185.00		
VI. Performance Linked Bonus			0.00
Total CTC			189,564.00

ERA Item: It means "Employee Reimbursement Allowance" this will be issued to the employee after their supporting bills submittals.

Note: If you are not interested in selecting ERA Item option then the same amount will be considered as full payment while processing the Salary Payouts.

For RishiKirti Technologies Pvt. Ltd.	Accepted By
	(Mr. Chandan Pramod Yadav)

Mech. S/w

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UNO MINDA
THINK. INSPIRE. FLOURISH

CREAT
UNO MINDA ENTERPRISE

25th May 2022 25

Mr. Shubham Dabhade
Pune

Dear Shubham,

Subject: Offer of Employment

With reference to the recent discussion, we are pleased to offer you employment as **Staff Engineer-LPS** as per the terms and conditions mutually agreed. Your present place of posting shall be at **Centre of Research, Engineering and Advance Technologies, Pune.**

You will abide by all rules and regulations of the Company, which are in operation from time to time.

You will be issued a detailed Appointment Letter at the time of joining the duty and after submission of all required certificates. You may join duty on or before **4th July 2022**, later to which this offer shall stand withdrawn.

Kindly bring your original testimonials, their photocopies along with five coloured passport size photographs at the time of joining.

Please send your resignation letter duly accepted by your present company to us and bring the relieving letter of your present company on the day of joining.

Please sign the duplicate copy of this letter as token of your acceptance to this offer.

With best wishes

For **MINDA INDUSTRIES LIMITED**

Deepali Danak
Deputy General Manager-HRM

Document Classification Confidential

MINDA INDUSTRIES LTD: CREAT Division:
ICC Devi Gaurav Technology Park, 2nd Floor, Pimpri Colony, Pimpri - Chinchwad, Pune - 411018
Fifth Floor, Unit No. 513-516 JMS Megapolis, Sohna Road, Gurugram, Haryana - 122018
Registered Office : B-64/1, Wazirpur Industrial Area, Delhi - 110052, CIN : L74899DL1992PLC05033

Applus IDIADA Group
IDIADA Automotive Technology India Pvt. Ltd
Registered Office :
Unit No. 304, 3rd Floor, "B" Wing, Sai Radhe Building,
100-101, Raja Bahadur Mill Road,
Pune - 411 001, India
T +91 20 66056800
www.idiada.com
CIN : U35204PN2007FTC148355

in connection with your appointment as an intern is at any time found to be false or any material particular is suppressed, your services are liable to be terminated forthwith without any notice orcompensation in lieu thereof.

13. Documents to be signed together with acceptance of this offer of internship

The following documents are to be signed by you together with acceptance of this offer of Internshipand these documents shall form part of this offer of internship:

a. Confidentiality and Secrecy;
b. Consent for the collection by the Company of Personal Information as well as Sensitive Personal Data and Information. (Note that this is optional but in the absence of your consent, the Company may not be able to effectively discharge its obligations an employer).
c. Commitment to Applus IDIADA Code of Ethics.
d. Declaration of compliance with Anti-Bribery and Anti-Corruption practices.

If you agree to the aforesaid terms and conditions of your appointment as an intern in the Company, you are requested to communicate to us your acceptance of the above offer of appointment by duly affixing your signature on the duplicate copy of this letter of offer of Internship.

We wish you all the best in our Company.

Yours sincerely,

Mandip Singh Tack

Managing Director

Date: 25/08/2022 (DD/MM/YY)

Intern Name: GAURAV JOSHI

Signature: Gaurav

Date: 25/08/2022

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T +91 20 66056600
www.idiada.com
CIN : U35204PN2007FTC148355

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Statutory Bonus, if applicable, shall be paid over and above the Stipend to the extent and in themanner prescribed in the Payment of Bonus Act, 1965 (as amended from time to time, or as re-enacted or replaced). Statutory Contributions, if applicable, shall not form a part of the Stipendmentioned above.

5. Collection of Personal Information and Sensitive Personal Data or Information

Extant regulatory and statutory obligations as well as discharge of certain obligations imposed on the Company under the terms of this offer of internship require the Company to collect Personal Information as well as Sensitive Personal Data or Information from you from time to time. All such Personal Information and/or Sensitive Personal Data or Information shall be treated in accordance with our internal policies and procedures. You are required to consider according to your consent in writing to our collection of Sensitive Personal Data or Information from you. We, however, advise you to read our internal policy and procedures in this regard before according your consent as statedherein.

6. Confidentiality and Secrecy

You will be bound by the policies and procedures of the Company in respect of data and information security. Furthermore, you shall be required to agree in writing to the terms governing Confidential Information to which you may have access during the course of your Internship. This offer ofInternship is contingent upon your accepting such terms and conditions and in the event that you do not agree to be bound by the same, this offer shall be deemed to have lapsed. The terms and conditions referred to herein (and contained in a document entitled "Confidentiality and Secrecy") shall be provided to you together with this letter. You are advised to read the terms and conditions carefully before signing either that document or this letter of Internship.

7. Proprietary Property

During the course of your Internship, you may conceive, develop or contribute to material or information related to the business of the Company including, without limitation, software, technicaldocumentation, ideas, inventions (whether or not patentable), hardware, know-how, marketing plans, designs, techniques, documentation and records, regardless of the form or media, if any, on
which it is stored (referred to for the sake of convenience as "Proprietary Property"). The Company shall exclusively own all such Proprietary Property and all intellectual, industrial and other rights of any kind in or relating to such Proprietary Property, including but not limited to all copyright, patent,trade-secret and trademark rights, you hereby assign to the Company any or all rights that you may have or may obtain in or to the Proprietary Property. Material or information conceived, developed or contributed to by you outside normal working hours on the Company's premises or through the use of the Company's property and/or

assets shall also be Proprietary Property and be governed by this clause if such material or information relates to the business of the Company. You shall keep full and accurate records

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Gaurav Joshi
Shanti-Niketan Society Road,11,
Off D.P Road, Aundh, Pune,
Maharashtra -411007

Re: Internship in Vehicle Dynamics Data processing and analysis project

Dear Mr.Gaurav,

Further to the discussion held with you and **Raunak Roshan_Head - Chassis & ADAS,** we are pleased to offer you an internship in our organization, IDIADA Automotive Technology India Private Limited (the Company). The terms and conditions of the Internship are as follows:

1. Commencement and duration

Your Internship shall commence on **1-Aug.-2022** and shall end on **31-Oct.-2022.**

2. Place of Internship

You will initially report for your duties to our IDIADA Automotive Technology India Pvt Ltd,17/1B, Adhanur road, Varadharajapuram village, Chennai 600048 Tamil Nadu.

You will be placed under the guidance of **Raunak Roshan_Head - Chassis & ADAS,** for the time being. However, this may be changed without prior intimation to you.

3. Nature of Internship

This Internship is offered to you for the specific purpose of conducting your study/dissertation on the subject mentioned above. It is clearly accepted by you that this is not an offer of employment with the Company and no claim for the same shall be made by you at any point in time during or after the conclusion of the period of Internship. This is an express condition for offering you the Internship and by the acceptance of this offer of Internship, you do forever waive any and all such claims.

4. Stipend

During the period of your internship, you will be entitled to a fixed monthly stipend of INR 25000/- (Indian Rupees Twenty-Five Thousand only) payable in the manner and in accordance with the internal rules of the Company. The stipend will be paid by cross account payee cheque/bank transfer to your designated banking account.

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www.idiada.com
CIN : U35204PN2007FTC148355

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accessible at all times to the Company relating to all Proprietary Property and shall promptly discloseand deliver to the Company all Proprietary Property.

8. Other employment

During your period of Internship, you will remain associated with the Company only and may not exercise any employment, business, profession, trade, callings or vocation at any other place.

9. Policies and Standards

The Company has established a variety of policies and standards that are applicable to all its employees. During the period of your internship with us, you agree to be bound by these policies and standards, and any future policies and standards that are reasonably introduced by the Company. It is agreed that the introduction and administration of these policies is within the sole discretion of Company and that these policies do not form a part of this offer of Internship unless otherwise specified. It is agreed that if the Company introduces, amends or deletes employment-related policies as conditions warrant, such introduction, deletion or amendment does not constitute a breach of terms of this offer of Internship.

10. non-solicitation

You hereby agree that, while you are interned with the Company and for one (01) year following the termination of your internship with Company, you will not (i) recruit, attempt to recruit or directly or indirectly participate in the recruitment of, any Company employee or (ii) directly or indirectly solicit,attempt to solicit, canvass or interfere with any customer or supplier of Company in a manner that conflicts with or interferes in the business of Company as conducted with such customer or supplier.

11. Representation

You hereby represent and warrant to the Company that you are not party to any written or oral agreement with any third party that would restrict your ability to accept this offer of Internship or the document of Confidentiality and Secrecy or to perform your obligations hereunder and that you will not, by joining the Company, breach any non-disclosure, proprietary rights, non-competition, non-solicitation or other covenant in favour of any third party.

12. Termination of Internship.

The Internship can be terminated at the sole discretion of the Company without assigning any reason thereof, but with the 30 days' notice or Stipend in lieu thereof, except in cases where the termination arises from any act of misconduct or fraud in accordance the Company, in which case the Internship may be terminated without any notice and with no compensation payable to you in lieu thereof. Furthermore, if any declaration, statement, information given by you in the application

THERMAX LIMITED THERMAX HOUSE, 14 MUMBAI PUNE ROAD, WAKDEWADI, PUNE 411 003. INDIA ☐ TEL.: (020) 66051200, 25542122 ☐ FAX : (020) 25541226
Website : www.thermaxglobal.com ☐ IT PAN - AAACT 3910D
Customer Care : 18002090115 (India Toll Free)

M/S 2021-22
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Human Resources Division

THERMAX

Date: 05/07/2022

Maithili Shashikant Gawade
42, Rasta Peth, Nandan Bhagirath,
3rd Floor, Near Lakuri Maruti Temple
Pune, 411011
Maharashtra

Appointment as Apprenticeship Trainee

Dear Maithili,

We are pleased to offer you apprenticeship training in the **Heating** division of **Thermax Limited.** Kindly confirm your acceptance of this letter **within 2 days** from the date of receiving this letter.

Congratulations for the same!!!

This engagement is subject to-

a. You being found medically fit by a registered medical practitioner and
b. You successfully passing your engineering course in the current academic year in the first attempt.

I, Maithili Shashikant Gawade, state that I have understood the terms and conditions mentioned herein above and I accept the same.

Signature : MS Gawade

Date : 07/07/2022

THERMAX LIMITED THERMAX HOUSE, 14 MUMBAI PUNE ROAD, WAKDEWADI, PUNE 411 003. INDIA ☐ TEL.: (020) 66051200, 25542122 ☐ FAX : (020) 25541226
Website : www.thermaxglobal.com ☐ IT PAN - AAACT 3910D
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Human Resources Division

THERMAX

Below are the terms and condition of your appointment post joining the organization.

1. **Monthly Stipend** - During the apprenticeship training period you will be paid a stipend of Rs. 29,167/-p.m. This will exclude any tax or deduction, as applicable.

2. **Period of Apprenticeship Training** - You will be on an apprenticeship training period of 12 months from the date of joining. While you are with us, you will undertake to abide by all the rules, regulations and protocol of the company. During the apprenticeship training period, you will not seek any other employment.

3. **Working Hours:** Your training will be in normal shift timing, as decided by the company.

4. **Leave:** You will be entitled to 21 days of leave which should be availed only after approval from your supervisor.

5. **Travel:** Whenever you are required to undertake any travel on Company work, you will be reimbursed travel expenses as per Company policy.

6. **Transfer** – During your apprenticeship training period you may be transferred to any of our department, establishment, branch or subsidiary of the company in India.

7. **Separation** – In the event of your separation, you need to inform in writing to your Human Resource Business Partner 30 days in advance.

8. **Confidentiality** - You will not disclose, divulge and share any information related to Company's product, customers, drawings and any such confidential information during the course of your apprenticeship training period without prior approval from your supervisor.

9. **On separation/completion of apprenticeship period** – On separation or completion of your apprenticeship training period, you will hand over all the IT related assets, documents, drawings etc., given to you by the company during your training period. Further you shall not make, retain or share any copies of these items and share thereof.

10. You will be governed under the provision of the Apprentices Act, 1961 and Apprenticeship Rule 1992.

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Website : www.thermaxglobal.com ☐ IT PAN - AAACT 3910D
Customer Care : 18002090115 (India Toll Free)

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Human Resources Division

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11. On successful completion of your Apprenticeship you will be given a certificate as per the provisions of the Apprentice Act, 1961.

12. During the apprenticeship training period, if required you may be asked to undergo Medical examination on any health related issue.

13. If the above terms and conditions are acceptable to you, please return the enclosed copy of this letter with your signature along with the documents / certificates as mentioned in Annexure-A.

We look forward to you joining the Thermax family.

Yours sincerely
For **Thermax Limited**

Jasmeet Bhatia
Chief Human Resources Officer

Encl.: Annexure A

I, Maithili Shashikant Gawade, state that I have understood the terms and conditions mentioned herein above and I accept the same.

Signature: _____

Date: 07/07/2022

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Website : www.thermaxglobal.com ☐ IT PAN - AAACT 3910D
Customer Care : 18002090115 (India Toll Free)

Human Resources Division

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ANNEXURE A

Dear **Maithili Shashikant Gawade,**

We would require one set of photocopy of all the following documents / information along with your acceptance of the appointment letter. (Please bring Original documents / certificates at the time of Joining for verification and validation).

1. Photocopies of all educational qualification certificates along with mark-sheets.
2. School Leaving Certificate / Birth Certificate
3. Two recent photographs (I Card / Stamp size)
4. Duly filled, signed and stamped Medical Examination Performa for Fitness
5. Two copies of PAN CARD. In case the PAN No is not allotted, then a copy of the acknowledgement for the application of PAN No
6. Two copies of AADHAR CARD. In case the Aadhar Card is not allotted, then a copy of the acknowledgement for the application of Aadhar Card
7. Address Proof (Valid Passport/ Latest Electricity Bill/ Aadhar Card)
8. You are requested to open an account with HDFC/ICICI/Axis/SBI Bank & submit the bank account details supported with a cancelled cheque for salary transfer

Note:
The above-mentioned information / documents / certificates should be submitted at the time of joining, without which we will not be in a position to process your stipend. However, if you have any difficulty in submitting the same, please contact your HR Business Partner in person.

WINONE PRODUCT TECHNOLOGIES

WINONE PRODUCT TECHNOLOGIES PVT LTD

Unit 4/6, Medhi Park, off ITI Road, Aundh, Pune Maharashtra 411007
Email: wpt@winsonprotech.com Contact: +91 85510 19161 Website: www.winone.in

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Date- 02-May-22

Mr. Vihang Lodh

Subject: Appointment for GET- Commercial Execution
Dear Mr. Vihang,

We are pleased to offer you, the position of with GET- Commercial Execution WPT Pune on the following terms and conditions:

1. Commencement of employment
Your employment will be effective Post completion of B.E.

2. Job title
Your job title will be GET Commercial Execution and you will report Mr. Mayur Jain Lead- Operation of the company.

3. Salary
Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting
You will be posted at WPT Aundh Office; however, you may be required to work at any place of business which the Company has or may later acquire. Company will be providing rented accommodation at work location.

5. Hours of Work
The normal working days are Monday through Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 9.00 hrs to 18.30 Hrs and you are expected to work not less than 48 hours each week, and if necessary, for additional hours depending on your responsibilities

(19)

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Applus IDIADA Group
IDIADA Automotive Technology India Pvt. Ltd.
Registered Office:
Unit No. 304, 3rd Floor ,"B" Wing Sai Radhe Building,
100-101 Raja Bahadur Mill Road,
Pune - 411001.India
Phone: +91 20 66056800
www.idiada.com
CIN: U35204PN2007FTC148355

Aniruddh Dabholkar
New DP Road,
Om Trimurti Colony,
Kothrud, Pune- 411038

Re: LETTER OF APPOINTMENT FOR THE POSITION OF "Graduate Engineer Trainee-I"

Dear Mr. Aniruddh,

Further to the discussion held with you, it is our pleasure to offer you an appointment as **"Graduate Engineer Trainee (GET) -I"** in our organization, IDIADA Automotive Technology India Private Limited (the Company). The terms and conditions of your employment are as follows:

1. Date of commencement
The date of commencement of your employment shall be 08/08/2022 (DD/MM/YY)

2. Period of employment
Your employment shall initially be on probation for a period of three (03) months from the date of its commencement. In the event that your performance during this period is considered by Management to be not satisfactory, Management may, at its sole discretion either extend the probation for a further period of three (03) months or terminate the employment. On completion of the period of probation, your employment shall either be confirmed as a Permanent Employee or, at the sole discretion of Management, be terminated.

3. Place of duty and reporting Lines
You will initially report for your duties to our Registered office at Unit No. 304, 3rd Floor, "B"Wing Sai Radhe Building, 100-101 Raja Bahadur Mill Road,Pune 411001, Maharashtra.

At the sole discretion of Management, you may be transferred to any other office of the Company anywhere in India.

Your reporting authority shall presently be **Mr. Raunak Santosh (Head - Chassis & ADAS)** However, this may be changed without prior intimation to you.

4. Remuneration & other benefits forming consideration for your services -
A. Remuneration –
Your Annual Gross Compensation shall be **Rs.3,56,000/-** and would be subject to deductions as per the Indian laws.

You will be free to structure this salary in any way beneficial to you, subject to conformity with Indian laws and per our internal guidelines. The salary will be received at the end of the month by bank transfer to a designated salary account that will be opened for you.

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Statutory Bonus, if applicable, shall be paid over and above the Annual Gross Compensation to the extent and in the manner prescribed in the Payment of Bonus Act, 1965 (as amended from time to time). Statutory Contributions, if applicable, shall not form a part of the gross compensation mentioned above.

B. Other benefits –

a. *Voluntary Contribution to Provident Fund Scheme:*

If permitted under the provisions of the Employees Provident Fund & Miscellaneous Provisions Act, 1952 (including regulations, schemes and rules thereunder) and subject to any limitations and conditions prescribed therein, you will be eligible to make a voluntary contribution to the Employees Provident Fund Scheme and Employees' Pension Scheme administered by the jurisdictional Provident Fund Authorities of the Government of India over and above the Statutory Contribution thereto. This contribution shall, however, be limited to the difference between the amount of provident fund calculated based on "wages" as defined in the said Act and that calculated based on "Basic Salary" as per the rules and regulations of the Company and shall be matched by an equal contribution by the Company.

b. Group Mediclaim coverage:

Mediclaim coverage shall be under the Group Mediclaim Policy as applicable to your Level. You are requested to check the details of the Group Mediclaim Policy with Human Resources department. To the extent to which you and/or your family members (as defined in the said Group Mediclaim Policy) are covered under the aforesaid Policy, you may please note that the cover shall become effective from a date not later than 30 days from the date on which the said Policy applies to you and/or your family members. Any medical expenses incurred by you on your own behalf or on behalf of your family members who are entitled to be covered under the said Policy during the period of the 30 days aforesaid (or till commencement of cover, whichever is earlier) will be to your account and you will not have any claim against us in respect of the same. You are further informed that the Company shall not be liable to compensate you in any manner whatsoever in the event that any claim(s) you may make under the said Group Mediclaim Policy is/are fully or partly rejected by the Insurance Company/Third-Party who administer the said Group Mediclaim Policy.

c. *Rights to compensation under the Employees Compensation Act, 1923:*

You shall be entitled to compensation in accordance with, and subject to the conditions of eligibility and the limitations prescribed in, the Employees Compensation Act, 1923 (as amended from time to time).

d. *Performance Bonus:*

You will be eligible to be considered for payment of Performance Bonus under the Profit Bonus Policy with a Nominal Percentage of **3.5%**. The Performance Bonus, if any, shall be paid at such time and in such manner as may be decided by Management from time to time.

e. *Maternity Benefit (applicable to female employees):*

You will be entitled to applicable benefits under The Maternity Benefit Act, 1961 (as amended from time to time). Details of every benefit available under the said Act are available at the portal of IDIADA India (commonly referred to as NSS) and you are advised to refer to the same.

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f. *Joining Incentive*:
In the event that Management has agreed to pay you an additional incentive for joining our services (as evidenced by a document signed by the undersigned that makes specific reference to such incentive), the amount of such additional incentive shall be decided with you after the date of your joining.

g. *Relocation Expenses*:
In the event that your services are transferred to any other office, facility or site in a State other than that in which you are to regularly exercise your employment, you will be reimbursed expenses incurred by you towards relocating to such other office, facility or site in accordance with and the subject to the limits specified in the "Relocation Policy" of the company.

h. *Referral Bonus*:
You will be eligible to receive referral bonus in accordance with, and subject to the limits specified in, the "Employee Referral Policy".

Please note that none of the benefits referred to above which are in kind can be exchanged in cash or cash-equivalent or interchanged *inter se*.

5. Collection of Personal Information and Sensitive Personal Data or Information
Extant regulatory and statutory obligations as well as discharge of certain obligations imposed on the Company under the terms of this offer of employment require the Company to collect Personal Information as well as Sensitive Personal Data or Information from you from time to time. All such Personal Information and/or Sensitive Personal Data or Information shall be treated in accordance with our internal policies and procedures. You are required to consider according to your consent in writing to our collection of Sensitive Personal Data or Information from you. We, however, advise you to read our internal policy and procedures in this regard before according your consent as stated herein.

6. Confidentiality and Secrecy
You will be bound by the policies and procedures of the Company in respect of data and information security. Furthermore, you shall be required to agree in writing to the terms governing Confidential Information to which you may have access during the course of your employment. This offer of

employment is contingent upon your accepting such terms and conditions and in the event that you do not agree to be bound by the same, this offer of employment shall be deemed to have lapsed. The terms and conditions referred to herein (and contained in a document entitled "Confidentiality and Secrecy") shall be provided to you together with this letter. You are advised to read the terms and conditions carefully before signing either that document or this letter of employment.

7. Proprietary Property
During the course of your employment, you may conceive, develop or contribute to material or information related to the business of the Company including, without limitation, software, technical documentation, ideas, inventions (whether or not patentable), hardware, know-how, marketing plans, designs, techniques, documentation and records, regardless of the form or media, if any, on which it is stored (referred to for the sake of convenience as "Proprietary Property"). The Company shall exclusively own all such Proprietary Property and all intellectual, industrial and other rights of any kind in or relating to such Proprietary

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Property, including but not limited to all copyright, patent, trade-secret and trademark rights, you hereby assign to the Company any or all rights that you may have or may obtain in or to the Proprietary Property. Material or information conceived, developed or contributed to by you outside normal working hours on the Company's premises or through the use of the Company's property and/or assets shall also be Proprietary Property and be governed by this clause if such material or information relates to the business of the Company. The employee shall keep full and accurate records accessible at all times to the Company relating to all Proprietary Property and shall promptly disclose and deliver to the Company all Proprietary Property.

8. Other employment

During your period of employment, you will work for the Company only and may not exercise any employment, business, profession, trade, callings, or vocation at any other place.

9. Policies and Standards

The Company has established a variety of policies and standards that are applicable to all its employees. During the period of your employment with us, you agree to be bound by these policies and standards, and any future policies and standards that are reasonably introduced by the Company. It is agreed that the introduction and administration of these policies is within the sole discretion of Company and that these policies do not form a part of this offer of employment unless otherwise specified. It is agreed that if the Company introduces, amends or deletes employment-related policies as conditions warrant, such introduction, deletion or amendment does not constitute a breach of terms of this offer of employment.

10. Non-solicitation

You hereby agree that, while you are employed by the Company and for one (01) year following the termination of your employment with Company, you will not (i) recruit, attempt to recruit or directly or indirectly participate in the recruitment of, any Company employee or (ii) directly or indirectly solicit, attempt to solicit, canvass or interfere with any customer or supplier of Company in a manner that conflicts with or interferes in the business of Company as conducted with such customer or supplier.

11. Representation

You hereby represent and warrant to the Company that you are not party to any written or oral agreement with any third party that would restrict your ability to accept this offer of employment or the document of Confidentiality and Secrecy or to perform your obligations hereunder and that you will not, by joining the Company, breach any non-disclosure, proprietary rights, non-competition, non-solicitation or other covenant in favor of any third party.

12. Termination of employment.

If you desire to leave the services of the Company at any time, you will have to serve prior written notice of (a) 30 days for those who are on probation, (b) 90 days for all the confirmed employees irrespective of Levels; or face pro rata deduction of Annual Gross Compensation for any shortfall in the period of notice. Notice period cannot be adjusted against Leave balance. Notwithstanding the foregoing, your services may be terminated at the sole discretion of the Company without assigning any reason thereof, but with the above mentioned days' notice or pro-rated Annual Gross Compensation in lieu thereof, except in cases where the termination of employment arises from any act of misconduct or fraud as defined in rules of, or applicable to, the Company, or the grade in which you are working, in which case your services may be terminated without any notice and with no compensation payable to you in lieu thereof. Furthermore, if any

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declaration, statement, information given by you in the application in connection with your appointment is at any time found to be false or any material particular is suppressed, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof.

13. Documents to be signed together with acceptance of this offer of employment

The following documents are to be signed by you together with acceptance of this offer of employment and these documents shall form part of this offer of employment:

a. Confidentiality and Secrecy.
b. Consent for the collection by the Company of Personal Information as well as Sensitive Personal Data and Information. (Note that this is optional but in the absence of your consent, the Company may not be able to effectively discharge its obligations as employer).
c. Commitment to Applus Code of Ethics.
d. Declaration of compliance with Anti-Bribery and Anti-Corruption practices.

If you agree to the aforesaid terms and conditions of your appointment in the Company, you are requested to communicate to us your acceptance of the above offer of appointment by duly affixing your signature on the duplicate copy of this letter of offer of appointment.

We wish you all the best in our Company.

Yours sincerely,

Mandip Singh Tack
Managing Director

Date: 17th Aug. 2022

Mech S/W 20

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PRIVATE AND CONFIDENTIAL

OFFER LETTER

Congratulations on your offer from FORD. We wish you an exciting and rewarding career with us!

Ford Motor Private Limited		
Name of the Candidate	Vidita Vijay	
Designation offered	Buyer	
Grade Offered	5G04	
Components	Proposed Salary INR (Per Month)	Proposed Salary INR (Per Annum)
Cost to the company		
Base Salary	15,533	186,400
Flexible allowance	23,300	279,600
A. TOTAL PAY	38,833	466,000
Provident Fund @ 12% on the base salary	1,864	22,368
Gratuity @ 4.81% on the base salary	747	8,966
B. TOTAL RETIRALS	2,611	31,334
C. Performance Incentive *	6,423	77,077
D = A+B+C	47,867	574,410
Variable Location Allowance (Applicable only for positions based out of Gurgaon, Mumbai & Kolkata)	-	-
Position Allowance (Position allowance is applicable only for Linguist positions)	-	-
Total Cost to Company**	47,867	574,410
Benefits not included in the CTC		
1. Additionally Hospitalization Insurance (Family floater)	-	350,000
2. Personal Accident Insurance provided	-	932,000
3. Life Insurance	-	600,000

Note:

* - Annual performance incentive and / or bonus which shall be based on the performance of the Company and the individual employee and is not a guaranteed payment. You will be eligible for Performance Incentive and / or bonus only if you are an employee on the rolls of the company as on 1st December of the performance year for which the annual Performance Incentive and / or bonus is declared or as per the applicable statute.

**- Employee contribution towards PF (12% on base salary) will be deducted from your salary every month.

You will be eligible for this payment only if you are on the rolls of the Company on the date on which the annual performance incentive is declared.

Go Further

2017 World's Most Ethical Companies

Ford Motor Company is proud to be among the World's Most Ethical Companies

Great Place to Work. Certified

Working Mother & Avtar 100 Best Companies for Women 2018

Note: *This is a computer generated statement and it does not require any signature.*

C2LBIZ

APPOINTMENT LETTER

10th November 2022

Ms. Sakshi Tantak

Dear Sakshi,

Subsequent to your interview with us, we are pleased to offer you a position of **Trainee Software Developer** in the company. Your joining date is **14th November 2022**. Your initial place of posting will be at our development centre at **Hinjawadi, Pune.**

The terms and conditions of your offer will be as per Annexure I and II.

With Regards

Yours sincerely

For C2L BIZ Solutions Private Limited

LALAN BHAVESH LILADHAR

Digitally signed by LALAN BHAVESH LILADHAR
Date: 2022.11.17 17:47:47 +05'30'

Bhavesh Lalan
Director

Encl: As stated above

Annexure – I

Ms. Sakshi Tantak

Salary Break-up Details

Salary Component	Amount (monthly in Rs)	Amount (annual monthly in Rs)
Basic	10,450	1,25,400
HRA	5,225	62,700
Special allowance	8,360	1,00,320
Conveyance	1,600	19,200
Medical allowance	1,250	15,000
Child Education allowance	200	2,400
Gross Total	**27,085**	**3,25,020**
Other Benefits (Annual)		
*Provident Fund (company contribution)		21,600
Health Insurance Premium		7,500
Gratuity		6,029
CTC Total (Annual)		**3,60,149**

* Provident Fund will be deducted as Rs.1800/- per month from your monthly gross. An equal amount will be contributed by the organization towards the PF.

Other Deductions:

- Income Tax deductions as per applicable
- Professional Tax @ Rs 200/- per month

LALAN BHAVESH LILADHAR

Digitally signed by LALAN BHAVESH LILADHAR
Date: 2022.11.17 17:48:21 +05'30'

Bhavesh Lalan
Director

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CeraTherm®
Technologies India Pvt. Ltd.
Ceramic Thermal Technology

Registered Office:-
Gat No. 1088, Nr. Shivali Laundry, Kesnand Rd.,
Wagholi, Dist. - Pune, Maharashtra, Pin - 412207.

PAYSLIP FOR THE MONTH January-23

Employee`s Code	15
Employee`s Name	**Shahid Khan**
Number of Days in the Month	**31.00**
Leave without Pay	**0.00**
Extra Days	

Emoluments:		**Deductions:**	
Basic	6,000	Professional Tax	200
HRA	2,400	Leave without Pay	-
LTA	600	Advance	-
Extra Day AMT.	-	PF- Employee	-
Consolidated Allowances	6,000		
Incentive	-	ESI- Employee	
		Income Tax	
		Canteen & Other	500
		Total Deductions	700
Total Earnings for the Month	**15,000**	**Net Salary Paid**	**14,300**

For CERATHERM TECHNOLOGIES INDIA PVT. LTD.

Authorised Signatory

Employee`s Signature

Gmail

Ajinkya Shinde <shinde455@gmail.com>

Rushikesh Bhasme Offer Letter

1 message

SANDIP WALUNJ <sandipwalunj21.acct@gmail.com> Sat, Dec 10, 2022 at 4:03 AM
To: "rushikeshbhasme111@gmail.com" <rushikeshbhasme111@gmail.com>
Cc: shinde455@gmail.com

Hello Rushikesh,

Congratulations! Ultra Enterprises is delighted to offer you the full time position of Manufacturing Lead - Project Coordinator with an anticipated start date of 16 December, contingent upon your availability.

As the Manufacturing Lead - Project Coordinator, you will be responsible for the responsibilities as highlighted in the attached pdf.

You will report directly to Ajinkya Shinde and R.G.Shinde at Ultra Enterprises, Bhosari, Pune plant and you will have to be available in person.

The starting salary for this position is Rs. 2,64,000 annually. Payment is on a monthly basis by direct deposit, starting on 10th -15th of every month.

Working hours are from 8.30 am to 5 pm. Thursday is the weekly day off for the company. First three months you will be on probation, meaning you won't be able to take additional time off and you will acquire vacation per pay period.

Your employment with Ultra Enterprises will be on an at-will basis. This letter is not a contract indicating employment terms or duration.

Please confirm your acceptance of this offer by replying to the email by EOD 12/12/2022.

--
Sandip Walunj
Ultra Enterprises
Plot No204, C10&11, MIDC
Bhosari, Pune-411026
Cell No.7774095595
Email: sandipwalunj21.acct@gmail.com

Offer Letter 45

PMT MACHINES LIMITED

Ref:R&A/HRD/2022

Date : November 11, 2022

Appointment Letter

To,
Mr. KUNAL RAJENDRA AGAWANE
VIDYA VIHAR COLONY
SR.NO.210,
D P ROAD,
HADAPSAR PUNE-28

Dear Mr. KUNAL RAJENDRA AGAWANE

This has reference to the discussions you had with us on November 4, 2022. We are pleased to inform you that you have been selected for undergoing one year training as Graduate (Apprentice) Trainee Engineer-PURCHASE in our organization, subject to following terms & conditions:

1) Your training period will be from November 8, 2022 to November 8, 2023 (both days inclusive). During this period you are required to undergo training at our factory at Pimpri as per schedule of your training.
2) You will be paid a consolidated monthly stipend of Rs. 21,100=00 (Rupees Twenty One Thousand One Hundred only) during the period of your training. During your training period, you will not be eligible for any of the other benefits, perquisites or facilities such as PF, Bonus, LTA, and Medical Reimbursement etc.
3) During the period of your training, the relationship shall be that of a Master and a Pupil. You shall, therefore not be considered as a regular employee of the company and will not be entitled to the allowances and or benefits, which may become due to our regular employees etc.
4) The company shall have the sole discretion of deciding the contents and requirements of your training. Allocation of the departments/functions will be sole prerogative of the company. If the management feels it appropriate and necessary for the purpose of your training, you will be required to attend in shifts and or to undergo training in different locations.
5) During the entire training period, you will be entitled for casual leave of 5 days and sick leave of 7 days. These leaves can be availed on pro rata basis and in accordance with the leave rules of the company, during the training period.
6) The company will review the progress of your training periodically and the continuance of your training will be dependent on your overall progress in the training.
7) During your training period, you shall strictly adhere to all rules & regulations and or standing orders in force, and follow all dress codes as prescribed / informed to you from time to time.
8) Your training period, without further notice, will automatically come to an end on the last day mentioned above. This shall, however, be without prejudice to the right of the company to so terminate your training at any time without giving you any notice or assigning any reason for doing the same.
9) During the period of your training, you shall make every sincere endeavor to accomplish the tasks given to you for training and shall at all times exert yourself to the best of your ability to make your training a success. You shall follow and give effect to all orders, instructions and guidance given to you by your superiors and shall preserve and maintain perfect discipline at all times

PMT MACHINES LIMITED

10) If you remain absent from training for any reason, whatsoever without information, for a continuous period of 7 days or more, in such an event, the company shall have the right to terminate / discontinue the training facility without any further intimation to you, presuming that you have abandoned the training of your own, having lost the interest in it. Once the training is terminated / discontinued, neither the training will be allowed to continue any more for whatever reasons, nor any correspondence in this regard will be entertained by the company.

11) During the course of your training, if you happen to damage any machinery, tools or accessories or the property of the company, willfully or out of sheer neglect, in all such cases, the company reserves its right to deduct / recover from your stipend without intimation or notice to you, such an amount as it deems fit, of which the company shall be the sole judge.

12) You are strictly prohibited to take photographs of the plant, machinery, jobs, parts, drawing or design at any time for whatever reason. Similarly you are also strictly prohibited to copy any drawing or design at any time for whatsoever reason. Similarly you are also strictly prohibited to copy any drawing, process or manufacturing method or the text of any procedure / method or share with someone else or mail the text / photo of it or transfer by any means to outsider. If you are found disclosing affairs of the company to any person for whatever purpose, or doing the aforesaid prohibited acts, your training will be terminated forthwith.

13) Your training and its continuance are subject to your being found medically fit at all times by the company's medical officer or any medical officer approved by the company.

14) During the period of your training with the company, you will devote your whole time and attention to your training and will not engage yourself directly or indirectly in any other course of study, coaching classes, service, trade, profession, business or occupation.

15) This offer is exclusively for one year training & will not be followed by offer of employment.

16) In normal course, your training is liable to be terminated at any time by giving One month's notice or compensation equal to one-month stipend in lieu thereof by either side. However in case of loss of faith due to dishonesty with the business of the company, dereliction of your duties or in the matter of integrity, your services could be terminated by the company at any time without giving you any notice or compensation.

17) You are requested to strictly follow the rules & regulations mentioned in the Clearance Procedure and Full & Final Settlement Procedure at the time of leaving.

18) If the company requires and prevailing rules of the Government permits, you will be registered as an Apprentice for the period of one year under the Apprenticeship Act 1961 with the Board of Apprentice Training, Mumbai and you are required to complete all formalities of a contract of training for a period of one year under the said act.

Please return the duplicate hereof duly signed by you in token of acceptance of the above terms and conditions.

Yours Faithfully,

For PMT MACHINES LIMITED,

Ronald D'souza
CEO

Swift PLM
Simplifying PLM Ecosystem

Swift PLM Services Pvt. Ltd.
415, FINSWELL, SAKORE NAGAR ROAD, VIMAN NAGAR, PUNE -411014.
CIN U74900PN2012PTC144699
Website: http://www.swiftplm.com.

12th July 2022

Shubham Shriniwas Gurram
343, Ghorpade peth, Sahara complex c wing near mahatma phule wada,
Pune, Maharashtra -411042
Mo.no-7218540663
Email id-shubhgurram20@gmail.com

Dear Shubham,

With reference to your application and discussions we had last week, we are pleased to offer you an appointment as **CAD/PLM Engineer Trainee** in our organization. You are requested to join on **18th July 2022.**

The terms and conditions of your appointment are given below:

1. You will be under training period for 6 months from the date of joining. This training is scheduled in association with one of our clients and would be online. You will be paid a consolidated **Stipend** of Rs **18,000/** months (eighteen thousand rupees per month) during the period of training. You will be assigned to a project on successful completion of training.

2. Your pay will be revised to CTC (Cost to Company) of INR **3,00,000/- (Rupees Three Lacs only)**, subjected to deductions (Ex PF, Professional tax etc)and TDS as applicable, This salary is for the services you will be delivering at our location or client location for the duration of your employment.

3. Swift PLM would be training you in specialized (and proprietary) programming techniques and testing methodologies and thus incurring a significant cost as part of this training. You agree that you will be serving Swift PLM for a minimum period of 1.5 years (including training period) from the date of joining. You are required to sign an employment agreement for a duration of 1.5 years, after joining Swift PLM.

4. You are required to work at our client location in general shift or evening shift based on the business need from our client. It would be 9 working hours, excluding lunch break.

5. You shall be subject to Company's Policies & Procedures, which may be modified from time to time for smooth working of the Company as well as defining the code of conduct. Any act of insubordination, insolence, gross negligence on duty or dishonesty, Misconduct etc., shall be considered as breach of discipline and will result in termination of service.

6. Misconduct will include without limitation, absence from service without prior notice in writing or without sufficient cause for seven days or more; causing damage to the property of the company, continued discharge of work functions which do not meet the standards reasonably expected by the company. The company's decision as to the termination of your services of employment shall be final and legally binding on you.

7. You will not divulge to anyone, particulars or details of processes or technical knowhow, Organizational matters of confidential nature or any other types of secrets of the company, which you may acquire or come to know during the period of employment in the company.

8. All programs, system designs manuals, literature etc. developed by you, while in the company service will at all times be deemed to be sole property of the company. Also, the company will, at all times, have the sole proprietary right in any new system which you may develop while in the company's service.

9. Either side shall terminate this agreement by serving 2 Months advance notice, after completing 1.5 years of service as per employment agreement.

10. During your employment, the company at its discretion may assign you to different locations within India and may depute you to go abroad to attend to business requirements. In such case the company would inform you to such travel 10 days in advance and you would be required to undertake the travel, failing which, your services are liable to be terminated without any notice. All business-related travel costs are reimbursed upon the receipt of relevant documentation of expenses.

11. You will also not carry any prohibited software or software related products/materials into the organization or to our client's place when you are deputation.

12. You will be required to sign a service agreement before proceeding on an "Overseas Assignment" to serve the company for a predetermined period of time. The duration will depend on the nature of assignment – training, system study etc. In case of Breach of this agreement, employee will be required to pay liquidated damages. Details of this agreement will be given at the time of proposal.

13. Your appointment will be subject to your being medically fit at the commencement of and at any time during the tenure of your employment with company. The company has a right at all times to send you for a medical check-up to ascertain your fitness for the job.

On the date of joining, you are requested to produce (a) proof of your age, (b) relieving letter from previous employer, (c) relevant educational certificates (d) passport size photographs, (e) proof of last drawn salary, (f) passport copies. You are also requested to provide two references as per our company's norms.

If the stated terms and conditions of service in this document are agreeable to you, please sign the duplicate copy of this letter conveying your acceptance to the same and return the copy to us.

We welcome you to the family of SwiftPLM Services Pvt. Ltd.

For SwiftPLM Services Pvt. Ltd

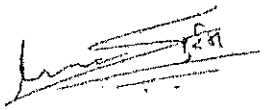
M. Srinivas

SRINIVAS MANGENA
Director

Swift PLM
Simplifying PLM Eco-system

Swift PLM Services Pvt. Ltd.
415, FINSWELL, SAKORE NAGAR ROAD, VIMAN NAGAR, PUNE -411014.
CIN U74900PN2012PTC144699
Website: http://www.swiftplm.com.

I (**Shubham Shriniwas Gurram**)
I have read the details and agree to abide by them.
I hereby accept the above offer of Employment and will report on 18 July 2022.



Shubham Shriniwas Gurram

TMPCON042307366

Model Contract of Apprenticeship Training for Major/Minor* Apprentices



1.	Name and Registered Address of Establishment	: Knorr-Bremse Technology Center India Pvt. Ltd. (E03212700329)
	with Telephone no. & E-mail address	: Survey No. 276, Village Mann, Hinjewadi Phase II, Tal. Mulshi,, PunePune, Maharashtra : 020-39147000 : arunkumar.bhatvs@knorr-bremse.com
2.	(a) Name of Apprentice (Block Letters)	: ROHIT VIJAY PATIL (A042326520)
	(b) Father's/Mother's /Spouse's Name	: Vijay
3.	Address of apprentice	: B-207 om arcade, s.n.73/6/2/3, near narayani dham mandir, katraj, Maharashtra, Pune, 411046, katraj,, Pune, Maharashtra
4.	Gender	: Male
5.	Date of Birth	: 29-05-2000
6.	(a) Whether belongs to SC/ST/OBC/PwD/ Minority	: No
	(b) Name of the Category	: General
7.	Educational Qualification (Highest)	: Graduate - BE
8.	(a) Category of Apprenticeship	: Optional
	(b) Name of the trade for which Apprentice is training	: Embedded Product Designer - Technical Lead
9.	Apprenticeship Training duration (Total)	: 360 Days
	(a) Duration of Basic Training	: 2 Weeks
	(b) Period of On-the-Job Training	: From 05-04-2023 to 29-03-2024
10.	Apprenticeship Training Location	: Knorr-Bremse Technology Center India Pvt. Ltd.
	(a) Name and address of facility where Basic Training is to be provided	: N/A
	(b) Name and address of the facility where On-the-Job Training is to be provided	: Knorr-Bremse Technology Center India Pvt. Ltd. Knorr-Bremse Technology Center India Pvt. Ltd. Pune Maharashtra
11.	(a) Date of execution of contract	: N/A
	(b) Age of Apprentice on the date of execution of contract	: 22 years, 10 months and 6 days
12.	Is the establishment opting for benefits under NAPS*? *If yes, Annexure 2 to this contract will also be applicable.	: Yes
13.	Monthly stipend amount	
	(a) During 1st year of training	: 20000
	(b) During 2nd year of training	: N/A
	(c) During 3rd and 4th year of training	: N/A

The Establishment agrees and understands that the minimum monthly stipend amount is prescribed in the Rule 11(1) of Apprenticeship Rule, 1992. The Establishment confirms that the agreed monthly stipend amount entered above must be higher than these minimum rates.

If the minimum rates are modified through legislation (either through modification of rules, or through modification of minimum wages payable) during the course of apprenticeship, this revised rates will apply as the minimum payable to Apprentice

14.	(a) Name and Address of Guardian In case Apprentice is under 18 years of age (Minor)	: N/A

(b) Relationship with the Apprentice : N/A

15. (a) Whether Apprentice was identified through approved Third Party Aggregator : Yes

(b) Name of TPA (if applicable) : YASHASWI ACADEMY FOR SKILLS

16. We, the Establishment, Apprentice/Guardian solemnly declare that we have read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992 as amended from time to time, regarding the contract of apprenticeship training including obligations and terms and conditions contained in Schedule V and VI of the said rules and will comply with the same.
17. I, the Apprentice, declare that all details shared by me, including educational qualifications and other personal information shared, is correct and will provide original documents for verification at any time
18. We, the Establishment, have examined the Apprentice's information, including personal details, and will seek relevant documentation for verification as and when required.
19. In case of default by either the apprentice or the employer, we agree to compensate the other party as per the provisions of the Apprenticeship Rules, 1992 (Main Provisions of the Rules may be seen in the Annexure 1).
20. The Establishment, Apprentice/Guardian hereby also declares to comply with the terms and conditions of National Apprenticeship Promotion Scheme (NAPS),if applicable.

Signature of the Employer with seal

Signature of Apprentice

Signature of Guardian

SPEED ENGINEERING SOLUTIONS PVT. LTD.
Pune Office: ESD Ethos, 1st Floor, 22/3 Hadapsar Industrial Estate,
Hadapsar, Pune – 411013. Maharashtra. Ph: +91-20-2682 0319
Regd. Office: B, Naroo Harmony, La Citadel Colony, Dona-Paula, Panaji-Goa. 403004. India

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OFFER LETTER

Strictly Confidential

Date: 12th October, 2022

To

Ms. Sanjana Sanjay Gite
335, Somwar Peth, Saswadkar Wada,
Near R P Heigh School, Somwar peth,
Pune, MH-411011.

Dear Ms. Sanjana,

Further to our discussions, Speed Engineering Solutions Pvt. Ltd. (hereafter referred to as "Company") is pleased to offer you a position as **"Associate Project Engineer - Design"**, on the following terms and conditions:

1. Designation and Reporting

Your designation will be **"Associate Project Engineer - Design"** and you will report to **Team Leader.**

2. Remuneration

Your annual remuneration on Total Cost-to-Company (TCC) basis will be **Rs. 3,00,000/- (Rupees Three Lakh only).** The break-up of your remuneration is as detailed in **Annexure – I.**

The above remuneration may, however, be split up into Basic Salary, and other allowances later, without adversely affecting your total consolidated remuneration. The Company will deduct from your total remuneration such amounts as are required to be deducted at source under the Income Tax Act, Professional tax or any other law for the time being in force in India. **You are required to treat your remuneration details as strictly confidential and not to divulge these with your colleagues, peers, customers and any third party.**

3. Probation

You will be on probation for a period of six (6) months from the date of joining; the period of probation may be extended further at the sole discretion of the Company. Your confirmation in service of the Company after the probation period will be subject to your performance and conduct as per the norms and expectations of the Company. It is to be noted that termination on behavioural ground does not call for any notice payment.
The decision of the Company with regards to the extension of probation, confirmation or otherwise will be final and binding. Upon confirmation, your performance will be evaluated every quarter based on the performance management system and you will be placed under the annual merit increment process.

4. Location and Transfer

You will be based at **Pune.** However, your appointment is transferrable and the Company, at its discretion, may transfer you to any other department or to any location in India or outside India and as such you may at any time be transferred to any of the offices of the Company, its associates, affiliates or organizations with whom the Company has transactions whether the office, subsidiary, associates, affiliates or organization is in existence today or to be set up hereafter. You may also be placed on-site at customer locations, either in India or abroad. While every attempt would be made to give you reasonable advance notice of such transfer, however in case of emergency such transfer may be made effective immediately. On such transfer, you will be governed by the terms and conditions of service as prevalent in the Establishment to which you are transferred.

5. Duty Hours

Working days: **Monday to Friday and 1st ,3rd and 5th Saturday of every month.**
Working hours: **8 hours per day**
You may be required to work in shifts, as advised by the Company from time to time. If placed on-site at customer location, you will be governed by the terms and conditions of services such as office hours, shifts, weekly offs, holidays etc. applicable at customer's place, however you may be required to attend the Company office as per instructions by your reporting manager.

6. Leave

You are entitled to a maximum of 6 days of total leave during the probation period (accrued at 1 leave per completed month of service). Upon confirmation in-service after successful completion of the probation period, you will be entitled to leaves as per the Company policy in force from time to time.

7. Duties and Responsibilities

You will perform such duties assigned to you as per your role / designation and conform to such directions given from time to time by the Company. You may at any time be called upon by the Company to discharge other administrative, technical, managerial, supervisory or other duties within your department or in any other department and you will act in good faith and forthwith undertake to discharge those duties with utmost diligence and in the best interests of the Company. As part of your duties, you may need to interact with the customers, suppliers and associates of the Company and will be expected to represent the Company appropriately during such interactions.

8. Confidentiality and Employment Agreements

You will enter into a Confidentiality Agreement as required by the Company to prevent unauthorized disclosure of confidential and sensitive information of the Company and its customers. You may be required to sign additional agreements such as Non-disclosure, Non-compete, Intellectual Property assignment, etc. as per the requirements of the customers you are supporting as part of your duties. You will sign an Employment Agreement with the Company with a commitment to serve in this role for a minimum period of **2 Years**. Please refer the Employment Agreement for the terms and conditions.

9. Exclusivity

You agree that upon joining, this will be your sole employment and you will devote your full time to the work assigned by the Company and will not undertake any other direct or indirect business / work / assignment etc. similar to, or directly in conflict with the interests of the Company, even on part-time or honorary basis, with or without remuneration, except with the prior written permission of the Company.

10. Service Terms and Conditions

- At all times, you will be governed by such service terms and conditions of the Company as may be in force from time to time.
- You will comply with and be bound by all the rules, regulations and procedures including service rules, practices, policies, communications etc. of the Company as may be communicated from time to time, which are subject to modifications at the sole discretion of the Company.
- You will maintain and keep in your safe custody such documents, registers, books and other papers as may be issued to you or may come in your possession and will return the same when required by the Company.
- You will be punctual in attendance and use the system specified by the Company to record your attendance. You will duly keep your reporting manager informed about planned/unplanned absence from duty and apply for leave as applicable as per the leave policy.
- If you are absent from duties for seven (7) or more working days continuously (including declared holiday/ weekly off days which may fall in-between), without leave/authorization from the Company and/or without sufficient reason, it will be presumed that you have voluntarily given up the employment in the Company and the Company is not liable to pay any dues. Also note that your name will stand removed from the payrolls / other records of the Company from the start date of your absence.
- Your retention in the Company's service will be subject to your being found medically (physically and mentally) fit. You will be required to undergo medical check-up at such intervals or at such times as may be decided by the Company.
- The Company reserves the right to implement a temporary furlough for certain positions with unpaid leave of absence option based on the business conditions. If implemented, it is important to note that your employment will continue to be at-will during this furlough period. The Company will evaluate the circumstances causing implementation of furlough regularly and may lessen or extend furlough timeframe. The Company may call employees back from furlough as per the requirements of the business. If employee finds an alternate employment during this period and does not intend to return to work, he/she should notify human resources immediately of his/her voluntary resignation. In such an event, the terms and conditions of the termination of service clause and employment agreement will not be applicable and the full and final settlement will be at the Company's discretion.

- You will declare your relationship, if any, with any of the Directors / employees of the Company and in case you become related to any of the Directors / employees of the Company, you will inform the Company within 7 days of you becoming so.

- You will not at any time use your association with the Company to gain unfair advantage for personal purposes.

- You have stated your address to be as below:

Permanent Address	Current Address
335, Somwar Peth, Saswadkar Wada, Near R P Heigh School, Somwar peth, Pune, MH-411011.	335, Somwar Peth, Saswadkar Wada, Near R P Heigh School, Somwar peth, Pune, MH-411011.

You have stated your contact numbers as to be: +91 8329891884.

- In the event of a change in the address or contact numbers given by you above, you will immediately and in writing, inform your reporting manager and Human Resources Department of the Company of such change. Any communication or notice required to be forwarded to you by the Company will, if such communication or notice is forwarded by post to your last residential address as per the Company's records and notwithstanding the return thereof by the postal authorities for any reason whatsoever, be deemed to be complete compliance by the Company of the requirement, if any, of so forwarding to you the said communication or notice.

- While reporting for duty at the time of joining, you must produce the original documents along with certified copies of the following:
  a) Educational certificates/mark sheets (X, XII, Diploma, Graduation, Post-graduation, etc)
  b) PAN
  c) Aadhar Card
  d) Passport, if available
  e) Latest passport size photographs (3 copies)
  f) Salary slips / salary certificate from previous organization
  g) Service/Experience Certificates, if any
  h) Relieving letter from your last employer
  i) ID proof containing your signature viz., Driving License, Passport, Voter's ID Card etc.
  j) Cancelled cheque of the bank account (only if the bank account is in HDFC Bank Ltd)
  k) Caste certificate (Applicable to SC/ST Categories)

- Your continuation in service will be subject to satisfactory verification of your credentials, testimonials, background verification etc. and the details given by you as per the declaration solemnly affirmed by you therein as detailed in **Annexure – II**. The Company reserves the right to make suitable formal / informal checks with educational institutions and your previous employers as may be applicable. The Company reserve the right to ask you to furnish additional documentation or supporting information in this regard, and as considered necessary. Your services will be terminated without notice if at any time you have been found to have concealed any material information or to have given any false details.

11. Termination of Service

- **During Probation:**

  a) At any time during the probation period, it is understood and agreed that the service may be terminated by either party by giving to the other a notice in writing of one month.

  b) The Company, at its sole discretion, may terminate the service with immediate effect by paying an amount equivalent to one month of basic salary in lieu of the notice period.

  c) In the event of your voluntary resignation during the probation period, the Company, at its sole discretion, reserves the right to relieve you on any date during the notice period by waiving off the notice period in full or part without paying any amount towards the balance notice period.

  d) At the sole discretion of the Company, your services are liable to be terminated without any notice or salary in lieu thereof if there are disciplinary issues observed or if it is found that your conduct is not as per the Company's code of conduct or in the event of serious misdemeanor or any offense which may or may not be directly connected with the business of the Company.

- **After Confirmation:**

  a) You may leave the services of the Company at any time during the employment by giving three months' notice to the Company or three months' salary in lieu of the notice, to the Company. The waiver of notice period, if any, will be at the final discretion of the Company.

  b) The Company reserves the right to terminate your services at any time during the term of employment without assigning any reason for such termination. In such event, the Company will be entitled to do so by paying you, amount equivalent to three month's basic salary in addition to whatever may be due and payable to you in lieu of his/her leave earned, if any, and this total payment will be at companies discretion. In such an event, the terms and conditions of the Employment Agreement will not be applicable.

  c) In the event of your voluntary resignation, the Company, at its sole discretion, reserves the right to relieve you on any date during the notice period by waiving off the notice period in full or part without paying any amount towards the balance notice period.

  d) At the sole discretion of the Company, your services are liable to be terminated without any notice or salary in lieu thereof if there are disciplinary issues observed or if it is found that your conduct is not as per the Company's code of conduct or in the event of serious misdemeanor or any offense which may or may not be directly connected with the business of the Company.

- Upon termination of your employment, you will return to the Company all documents and any other article and /or copies thereof belonging to the Company which may at the time be in your possession.

12. Arbitration

Any dispute and / or differences arising out of or relating to the Employment Agreement including interpretation of its terms will be resolved through joint discussion. However, if the disputes are not resolved by the discussions then the matter will be referred to an Arbitrator, who will be a person nominated by the Company. The proceeding of the arbitration will be conducted in Pune. The decision of the arbitrator will be final and binding on the parties. The language of the arbitration will be English.

13. Remedies

Notwithstanding clause 12 above (Arbitration clause), you agree that your failure or neglect to perform, keep or observe any term, provision condition, covenant, warranty or representation contained in this offer letter, Employment Agreement, Confidentiality agreement or any other agreement between the Employee and Company, will cause the Company immediate and irreparable damage and that the Company is, in addition to all other remedies available to it, entitled to immediate injunctive and equitable relief from a court having jurisdiction to prevent any breach and to secure the enforcement of its rights hereunder.

Please note that this offer is effective from **Thursday, 13th October 2022** and you are required to join the Company on this date, failing which this employment offer will be null and void. In case of inevitable circumstances, any change in date of joining need to be agreed by the Company in writing. Kindly confirm acceptance by signing and returning the duplicate of this letter.

We extend our warm welcome and look forward to a long and successful association between you and Speed Engineering Solutions Pvt. Ltd.

For Speed Engineering Solutions Pvt. Ltd.

Sandesh Sawant
Director - Operations

Enclosures:

- Annexure – I: Breakup of Annual Remuneration
- Annexure – II: Self-declaration

Acknowledgement and Acceptance: I confirm that I have read and understood the above terms and conditions (including Annexure I and II) and I accept the same.

Name: Ms. Sanjana Sanjay Gite

Signature: **Date:**

Annexure – I: Breakup of Annual Remuneration

Strictly Confidential

Salary Components	Annual (Amount in Rs.)	Monthly (Amount in Rs.)
Basic	1,49,184	12,432
House Rent Allowance	34,516	2,876
Conveyance Allowance	19,200	1,600
Special Allowance	31,128	2,594
Medical Allowance	15,000	1,250
Leave Travel Allowance (LTA)	15,000	1,250
Gross Salary	**2,64,028**	**22,002**
PF (Employer contribution)	23,400	1,950
Group Health Insurance Premium	5,400	450
Gratuity	7,172	598
TCC (Total Cost to Company)	**3,00,000**	**25,000**

Note:

1. All payments are subject to Provident Fund (PF), Income Tax (IT), Professional Tax (PT) and any other deductions as per Govt. of India regulations, State Govt. regulations and Income Tax laws applicable from time to time. These will be deducted from your Gross salary mentioned above.
2. Employer contribution for PF mentioned in the table above is inclusive of administrative charges.
3. Group Health Insurance premium (if applicable) is based on parameters such as age of the insured person, salary band, no. of dependents covered under the policy, etc. and is subject to change year on year.
4. Gratuity – Upon cessation of employment for any reason after completion of continuous service of at least five (5) Years with the company, employee will become eligible for gratuity as per the payment of gratuity act. Note that the amount towards gratuity accrual will be in addition to the above-mentioned compensation.
5. All the salary components, salary structure and deductions mentioned above are liable for modification from time to time at the Company's discretion and as per changes to Statutory and Income Tax Regulations anytime during the financial year.

For Speed Engineering Solutions Pvt. Ltd.

Sandesh Sawant
Director - Operations

Employee Signature:

Date:

Annexure – II: Self-declaration

I _____, Age _____Yrs, residing at _____do hereby declare that all the documents (including resume and documents mentioned in the offer letter) provided by me during the course of interview and at the time of joining are true, correct and complete to the best of my knowledge and belief.

In the event of any discrepancy in the information / data provided by me or any information being found false or incorrect or ineligibility being detected before or after the examination, the Company will terminate my employment forthwith and I will indemnify the Company in full, for any losses suffered by the Company.

Employee Name:

Employee Signature:

Date:

Reliance
Projects & Property Management Services Limited

Date: 4 Jul 2022

Ref: 5171/80166603/30031052/040722/1852

Dear Geetesh Santosh Tiwarekar,

Letter of Appointment

With reference to written tests / interview you had with Reliance Group of Companies, we are delighted to appoint you in the position "Graduate Engr Trainee - Mech" in Group , based upon following terms and conditions.

Documentation

This appointment letter consists of the below mentioned attachments:

A compensation term sheet
Components of Compensation
Terms and conditions
Other applicable paperwork based upon your specific needs

You are required to read these before you commence your employment

01. Place of Posting

Your initial place of posting will be at the place of your training. During your training period, you may be posted / transferred / to any of the offices / projects / divisions / departments / units of the company existing or to be set up at any location in India or abroad without any additional remuneration. Your services are also liable to be transferred to any of the group companies.

You will report for training on or before **04-Aug-22** failing which this letter of appointment shall automatically stand withdrawn and cancelled.

02. Mandatory Criteria:

i. Score eligibility:
Your appointment is subject to your securing minimum CGPA of 6.0 / 60% & above marks over 8 semesters, wherever applicable.

ii. Pre-employment Medical Check:
Pre-employment Medical Check clearance from RIL certified doctor. System generated information will be received for initiating the same on acceptance of this appointment letter.

03. Confirmation:

You will be under training for a period of one year from the date of joining the Company. During training you will be undergoing various assessments at the end of which there will be a final assessment. Your confirmation on permanent rolls of the company solely depends on the discretion of the management and the same is not a matter of right in any manner whatsoever.
Management reserves the right to terminate your training either during the training period or on completion of the same without assigning any reasons whatsoever.

(This letter is computer generated and does not necessarily require a signature)

(Formerly known as Reliance Digital Platform & Project Services Limited)
Registered Office: Office-101, Saffron, Nr. Centre Point, Panchwati, 5 Rasta, Ambawadi, Ahmedabad, Gujarat, India - 380 006. Phone: +91-079-3503 1200.
CIN: U72501GJ2019PLC108755

We would also like to draw your particular attention to our Values and Behaviours. We have six values that express our shared understanding of what we believe, how we aim to behave and what we aspire to be as an organisation. Our values are about delivering customer value, having an ownership mind-set, showing respect and integrity, pursuing excellence and being one team.

Next Steps

This is system generated appointment letter based on the offer letter received. Please confirm your acceptance of this appointment letter by clicking 'Accept' button online. This letter of appointment shall automatically stand withdrawn in case we do not receive your acknowledgement online within ten days from receipt of this letter.

This offer of employment is subject to you providing all of the information and documentation requested BEFORE you commence employment with us. All information / documentation submitted by you will be considered as submitted on your own freewill and consent.

This appointment is confidential and you must not discuss this or disclose any documentation related to it with anyone other than your immediate family. Any disclosure of the details of this offer to a third party other than your immediate family may result in withdrawal of the offer.

We reserve the right to withdraw our offer of employment/terminate your employment with us without assigning any reason whatsoever thereof, or delay your start date if you do not provide the required information and documentation within the required timelines or if during this process you intentionally leave out any information or provide any information which is inaccurate or untrue.

In case of any dispute regarding interpretation of any word or clause of this latter, the decision of the management shall be final and binding.

We look forward to your joining out team for a long, successful and pleasant association.

Sincerely yours,
Rel Pro & Prop ManSer Ltd

Authorized Signatory

(This letter is computer generated and does not necessarily require a signature)

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CIN: U72501GJ2019PLC108755

Reliance
Projects & Property Management Services Limited

ANNEXURE A

1.1 Annual Compensation Summary

ANNEXURE 1.1 - A		
Name: Geetesh Santosh Tiwarekar		
Compensation Breakup	**Monthly (INR)**	**Annual (INR)**
Basic Pay	15,695	1,88,340
House Rent Allowance	7,848	94,170
Residual Choice Pay	15,249	1,82,988
Insurance		
Group Personal Accident Insurancee Premium (GPAI)	57	679
Group Term Life Insurance Premium (GTLI)	400	4,794
Medical Insurance Premium* (Self, Spouse, 3 Dependent Children & Dependent Parents)	3,947	47,369
SUB TOTAL - I	43,195	5,18,340
Employer's Contribution to Provident Fund: PF (12% of Basic Pay)	1,883	22,601
Gratuity (4.81% of Basic Pay)	755	9,059
SUB TOTAL - II	2,638	31,660
TOTAL- FIXED PAY [I + II]	45,833	5,50,000

Residual Choice Pay can be distributed among the following Tax Friendly elements - HRA, LTA, Conveyance Allowance, Office Wear Allowance, Children Education Allowance, Food & Beverage Coupons, Gift Vouchers and Fuel & maintenance Expenses. Remaining amount will be paid as "Residual Choice Pay", as applicable.

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CIN: U72501GJ2019PLC108755

1.2 Tax Status of compensation elements

Below table shows all of the Total Pay components and their taxability status.

S.No.	Total Pay Components	Taxability Status (as per prevailing norms)
I	**Base Salary**	
a.	Basic Salary	Taxable
b.	Provident Fund Contribution (PF)	Please refer Annexure B
c.	Gratuity	Please refer Annexure B
II	**Choice Pay**	
a.	Medical Reimbursement	Taxable
b.	Food Coupon	Tax exempt subject to conditions
c.	Gift Coupon	Tax exempt subject to conditions
d.	Leave Travel Allowance (LTA)	Tax exempt subject to conditions
e.	Office Wear Allowance (OWA)	Tax exempt subject to conditions (only applicable to locations having a 'Uniform Policy')
f.	Children's Education Allowance (CEA)	Tax exempt subject to conditions
g.	Children's Hostel Allowance (CHA)	Tax exempt subject to conditions
h.	Residual Choice Pay (RCP)	Taxable
i.	**Vehicle**	
1.	Company Lease Vehicle Scheme	Tax exempt (up to the value of EMI)
2.	Fuel and Vehicle Maintenance Reimbursement	Tax exempt (Taxable Perquisite Notional Value)
3.	Conveyance Allowance	Taxable
j.	**Housing**	
1.	House Rent Allowance (HRA)	Tax exempt subject to conditions
2.	Company Accommodation (where it is provided)	Taxable Perquisite
k.	**Insurance**	
1.	Group Personal Accident Insurance Premium (GPA)	Tax exempt
2.	Group Term Life Insurance Premium (GTLI)	Tax exempt
3.	Medical Insurance Premium	Tax exempt
III	**Annual Cash Bonus (ACB) / Performance Linked Incentive (PLI)**	Taxable, If Applicable

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CIN: U72501GJ2019PLC108755

Please Note:-

- The income tax calculation is provisional and is based on the current income tax rules (**Rules**). Any change in the Rules may impact the income tax projections.

- You shall bear and pay the tax liabilities, if any, applicable in relation to all the perquisites or benefits provided to you in accordance with the provisions of this Agreement. Please note that all the details set out above are indicative and subject to change with change in Indian tax policies and rules.

- Employee shall be solely responsible for the payment of any and all taxes on salary / income, employee benefits and personal income. You are advised to get updated information in relation to the income tax calculation on your salary from independent external advisors

- Fixed Pay elements like fuel and maintenance reimbursement, office wear allowance, medical reimbursement, LTA will be reimbursed at actuals based on the bills submitted and in case the reimbursement amount falls short of the amount chosen, the balance will be paid as taxable allowance.

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Reliance
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Annexure B

Components of Total Pay

The Company follows a Total Pay structure that reflects the total cost of an employee to the Company this includes all direct and indirect payments including all benefits, perquisites, subsidies, and Annual Cash Bonus (**ACB**) / Performance Linked Incentive **(PLI)**. This structure is being followed so as to provide flexibility to the employees in structuring their compensation package. The components within each category of payments are discretionary and these components may be changed by the Company from time to time without notice.

The main components under the Total Pay structure are as follows:

I. Components of Compensation

1. **Base Salary:** This is first part of the total pay, which may include Basic Salary, PF and Gratuity

   a. **Basic Salary:** This is the base pay component of the fixed pay and is the reference salary for provident fund and gratuity contribution.

   b. **Provident Fund (PF)**:

   The contributions payable by the Employer under the scheme shall be at the rate specified under the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 (**PF Act**). The current rate of contribution is 12% of PF Salary. Employee also contributes an equal amount from employee's monthly salary, as per PF Act. Both of these are remitted on a monthly basis to the Company's PF Trust / RPFC.

   Out of the Employer's contribution, a portion (presently 8.33% of PF Salary subject to a maximum of INR 1250) is deposited into the Employees' Pension Scheme. The part of the company's contribution deposited under Employees' Pension Scheme to RPFC is to provide employees with pension on retirement or after completion of a specified period of service. TDS recovery from PF settlement will be as per the relevant provision of the Income Tax Act, 1961.

   Benefits associated with Employees' Provident Fund and Employees' Pension Scheme will be as per the prevailing rules and regulations outlined in the Employees' Provident Funds and Miscellaneous Provisions Act, 1952. Employees are advised to refer to EPFO site (http://www.epfindia.com/) for detailed rules, procedures and any other updates.

   Please note that the contribution amounts, limits, withdrawals and other rules applicable to the PF and pension are subject to applicable Indian laws in force from time to time. Employee is bound to adhere to all changes in the applicable law. Any implications on contribution, accumulation and withdrawal conditions outlined in the Employees' Provident Fund and Employees' Pension Scheme is to be borne by the employee. To understand implications associated with any such change in relevant laws or the Employees' Provident Fund and Employees' Pension Scheme, employees are recommended to solicit independent external advice.

   c. **Gratuity**

   Employer's contribution to the Company's Gratuity Fund will be as specified under 'The Payment of Gratuity Act ,1972'. Currently, the Employer's contribution to the Company's Gratuity fund is @ 4.81% of Basic Salary. Gratuity shall be payable to an employee on completion / end of their employment with the Company provided employee has rendered continuous service for a minimum period of 4 years and 240 days. However, eligibility for contribution to the Gratuity Trust / Fund commences from the first day of employment and in the event of separation prior to such 4 years and 240 days, the same will be paid as ex-gratia, except in case of separation due to disciplinary grounds.

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Gratuity is calculated as follows:

(Last Drawn Salary / 26 Days) x 15 days x Number of completed years of service (In the case of death, the minimum service requirement does not apply)

For every completed year of service or part thereof in excess of 6 months, the employer will pay the employee gratuity at the rate of 15 days wages based on the rate of wages last drawn by such employee. Income Tax on the gratuity payment will be applicable as per Income Tax Rules. In the event an employee fails to complete 4 years and 240 days of continuous service, ex-gratia will be paid up to the amount of gratuity accumulated and will be subject to prevailing Income Tax Rules.

Maximum Amount of Gratuity which will be exempt from Income Tax will be as per 'The Payment of Gratuity Act, 1972'.

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2. Choice Pay :

This is second part of the total pay. Subject to eligibility and availability of amount mentioned under various components in Annexure A, an employee may opt for all the allowances or combination of them

a. Medical Reimbursement

Employee may opt for medical reimbursement for expenses incurred by the employee to meet health related expenditure, such as medicines, doctor's fees etc. of the employee and employee's family members. Medical expenses up to a maximum of INR 15,000 per annum will be reimbursed at actuals against production of bills.

This component is taxable.

b. Food Coupons

Employee may opt for Sodexo / Accor Pass Meal Vouchers. These are food coupons that can be exchanged for food and beverages at all approved affiliated establishments across India.

However, once purchased, these coupons cannot be redeemed for cash.

c. Gift Coupons

Employee may opt for gift coupons. Company provides Sodexo / Accor Pass Gift Vouchers that can be used to buy dailynecessities at over 6000 affiliated establishments across India.

However, once purchased, these coupons cannot be redeemed for cash.

Up to INR 5,000 per annum is tax exempt.

d. Leave Travel Allowance (LTA)

Employee may opt for LTA. It refers to reimbursement by Company of actual expenses incurred only on travel by employee along with their dependents to any place within India. Expenses such as hotel accommodation, sightseeing, food etc. are not eligible to be reimbursed as LTA or for tax exemption. The following qualifying criteria are to be met for claiming LTA:

1. Employee must necessarily take 5 days of continuous Privilege Leave.
2. The family for this purpose includes spouse, unmarried dependent children (maximum of two only), parents and dependent brothers and sisters.
3. No advance is given towards LTA. It must be claimed as a reimbursement against actual bills and travel documents.

Entitlement: Employee has to decide on the quantum of LTA (could be up to 2 months' basic salary) that employee wishes to avail as part of employee's choice pay component. This choice has to be made by employee initially at the time of joining and thereafter at the beginning of each financial year. A mid-year change in the quantum of LTA is not permissible.

As per current Income Tax rules, tax exemption for LTA is allowed twice in a block of 4 calendar years. Tax authorities have defined the current 4 year block as being from 1 January 2018 - 31 December 2021.

The quantum of exemption is subject to following maximum limits depending on the mode of transport used or available:-

1. Journey by air: Economy class air fare of national carrier by shortest route or the actual amount spent, whichever is lesser
2. Journey by rail: AC first class fare by shortest route or the actual amount spent, whichever is lesser
3. Place of origin and place of destination connected by rail but journey performed by other mode of transport: AC first class fare by shortest route or the actual amount spent, whichever is lesser
4. Place of origin and place of destination not connected by rail (partially or fully) and not connected by other recognized public transport system: AC first class fare by the shortest route or the actual amount spent, whichever is lesser

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e. Office Wear Allowance (OWA)

Only employees' working at locations where a `Uniform Policy' is in place may opt for OWA.

OWA is an allowance provided to employees to meet expenditures incurred by employee towards purchase of uniform to be worn at the workplace.

OWA is tax exempt subject to the following limits:-

a. For all Grade: INR 24,000

f. Children's Education Allowance (CEA)

Employee may opt for CEA to meet education expenses of their children.

INR 100 per month per child subject to a maximum of two children is tax exempt

g. Children's Hostel Allowance (CHA)

Employee may opt for CHA to meet hostel expenses of their children.

INR 300 per month per child subject to a maximum of two children, is tax exempt

h. Residual Choice Pay (RCP)

The balance un-utilized amount is paid under the salary head as "Residual Choice Pay" and is subject to tax.

Please note that you are required to make a declaration within 7 days of joining the Company and at the beginning of each financial year and thereafter from time to time within the timelines notified by the company, regarding the amounts to be claimed under each expense mentioned above. You are required to submit all bills and other supporting documents on or by 15th January for each financial year

i. Vehicle

1. Company Leased Vehicle Scheme (CLV)

As part of the compensation structure the company offers an option of availing a vehicle under the prevailing company vehicle policy, subject to eligibility. The major features of the scheme are as follows:

Parameter	Four Wheeler
Scheme Details	Company Leased Vehicle (CLV)
EMI Calculation Base	Vehicle Invoice Value (Final on-road price, excluding taxes)
EMI Limit	Grade `H' and above - upto 100% of Residual Choice Pay Grade `I' and below - upto 50% of Residual Choice Pay
Interest rate	11.5 % per annum on monthly reducing balance basis
Vehicle Cost Limit	NA
Tenure	2 to 4 Years (Upto 48 Instalments)
Insurance Coverage Options	1.Comprehensive 2.Bumper to Bumper (Zero depreciation)

Mandatory debits towards Vehicle Insurance would be applicable to those opting this scheme.

The company vehicle policy provides more details regarding the vehicle scheme.

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2. Fuel and Vehicle Maintenance Reimbursements

All employees covered by the Company Vehicle Scheme are eligible for fuel and vehicle maintenance reimbursements. Employees using self-owned vehicles are also eligible for such reimbursement.

The limits for Fuel & Vehicle Maintenance for Own Vehicles and Vehicles under Company Vehicle Scheme are as under:

Level	4 Wheeler	2 Wheeler
All Grades	INR 1,80,000 p.a.	INR 36,000 p.a.

In case an employee is using a self-owned vehicle, employee needs to maintain a vehicle usage log in the system (ESS). Tax exemption will be available upto the limits set out above, subject to submission of supporting documents.

3. Conveyance Allowance

To be opted by an employee to meet the expenditure incurred for the purpose of commuting between place of employee's residence and place of employee's duty. However, this option may be availed only if the employee is not opting for fuel and maintenance reimbursement.

This component is taxable.

j. Housing

1. House Rent Allowance (HRA)

House Rent Allowance is paid in respect of expenses incurred on rented accommodation.

As per Section 10(13A) and Rule 2A of the Income Tax Act and Rules respectively, the lesser of the following is

exempt from tax-

1. An amount equal to 50% of the salary, where the residential house is situated at Mumbai, Kolkata, Delhi or Chennai and an amount equal to 40% of salary where the residential house is situated at any other place;
2. House rent allowance received by the employee in respect of the period during which the rental accommodation is occupied by the employee during the previous year
3. The excess of rent paid over 10% of salary

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2. Company provided Accommodation

In case the employee is opting for an accommodation provided by the company, the basis of valuation will be as under-

Population of City as per 2001 census where Accommodation is provided	Where the Accommodation is owned by the Employer	Where the Accommodation is taken on lease or rent by the Employer
Exceeding 25 lakhs	15% of Salary in respect of the period during which the accommodation is occupied by the Employee	1. 15% of Salary; or 2. Lease rent (paid or payable) by the Employer, whichever is less
Exceeding 10 lakhs but not exceeding 25 lakhs	10% of the Salary in respect of period during which the accommodation is occupied by the Employee	
Any other	7.5% of the Salary in respect of period during which the accommodation is occupied by the Employee	

k. Insurance

i. Group Personal Accident Insurance (GPA)

All Employees are mandatorily covered under the Group Personal Accident Insurance scheme.

The sum insured is INR 25 lakhs and the corresponding debit towards premium is INR 679 per annum.

Benefit Clauses:

1. Death: 100% of sum insured
2. Permanent Total Disablement: 100% of sum insured as per insurance policy
3. Permanent Partial Disablement: varies from 1% to 75% of sum insured as per insurance policy
4. Temporary Total disablement: 1% of capital sum insured per week subject a maximum of INR 5000 per week for a period of 100 weeks.

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ii. Group Term Life Insurance (GTLI)

All employees are mandatorily insured under Group Term Life Insurance. The insured amount and corresponding premium [mandatory debit] are as follows:

Fixed Pay (Base Pay + Choice Pay)	Sum Assured	Mandatory Debit (per annum)
Up to INR 24,99,975	INR 25 Lakhs	INR 4,794
From INR 24,99,975 to below INR 49,99,975	INR 50 Lakhs	INR 17,679
From INR 49,99,975 to below INR 74,99,975	INR 75 Lakhs	INR 26,520
INR 74,99,975 and above	INR 100 Lakhs	INR 36,167

Benefit Clause: -

Total sum assured is payable to the employee's nominee upon death of the employee. However, nothing is payable on survival.

iii. Medical Coverage

The Company endeavors to ensure that financial support is available to all employees to meet their medical needs and those of their dependent family members. All employees are mandatorily covered under this scheme. The coverage and mandatory debits in respect of the same are as follows-

<table>
<tr><th>Level</th><th>Family Definition</th><th>Benefits of Mandatory Coverage</th></tr>
<tr><td rowspan="3">B to F: Company's Management Medical Scheme</td><td>Self, Spouse, 3 dependent children (up to 25 years)</td><td>Floater Mediclaim Policy of INR 5 Lakhs, Plus Additional floater Mediclaim policy of Domiciliary reimbursement at actuals (as per INR 5 Lakhs the Management Medical Scheme)</td></tr>
<tr><td>Dependent parents</td><td>Floater Mediclaim coverage of INR 5 Lakhs irrespective of the number of members covered, Plus Additional floater Mediclaim policy of INR 5 Lakhs</td></tr>
<tr><td colspan="2">1. Hospitalization room category up to Deluxe Single AC Room
2. Dental treatment reimbursement up to INR 15,000 per family p.a. (cosmetics not covered)
3. Full time Retainers shall be covered as per commitment / joining terms
4. For non-allopathy (e.g. Homeopathy, Ayurveda, Unani or other Medical practitioner) treatment, the medical practitioner should be registered as per the guidelines of Indian Medical Association</td></tr>
<tr><td rowspan="2">G to Below: Group Mediclaim Policy</td><td>Family of 7 members - Self, spouse, 3 dependent children (up to 25 years), 2 dependent parents</td><td>Floater Mediclaim coverage of INR 5 Lakhs irrespective of the number of members covered, Plus Additional floater Mediclaim policy of INR 5 Lakhs</td></tr>
<tr><td colspan="2">1. Hospital Room Category - Eligibility of up to Non- Deluxe Single AC Room
2. Sub limit of Maternity benefit (for first three children) up to INR 50,000
3. Sub limit for OPD basis treatment for Dental INR 1,500 (excluding the cost of dentures, bridges, crowns, scaling, filling, cleaning, polishing and cosmetic dentistry)
4. Sub limit for OPD basis treatment for Eye INR 500 (excluding cost of contact Lens, spectacles and cosmetic treatments)</td></tr>
</table>

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Medical Insurance Debits:

F & Above grades :

- INR 30,864 per annum per person for self and spouse
- INR 15,944 per annum per child (upto 25 years)
- INR 13,841 per annum for **Additional Medical floater** cover of INR 5 Lakhs for self, spouse and child covered under mandatory policy
- INR 33,528 per annum for dependent parents
- INR 13,841 per annum for **Additional Medical floater** cover of INR 5 Lakhs for parents.

G & Below grades :

- INR 33,528 per annum per family unit of 7 members
- INR 13,841 per annum for **Additional** Medical floater cover of INR 5 Lakhs

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Annexure C

Terms and Conditions

01. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

i. Medical Fitness: Your being declared medically fit by a Medical Officer or by a Doctor specified by the Company .

ii. Verification of Particulars: In case the particulars mentioned in your application or the representations or warranties or any other information provided by you are found to be false, inaccurate or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

02. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits payable to you are in consideration of the terms, covenants, and conditions stated in the offer of employment including this Annexure C, and you represent, warrant and covenant to the Company that:

i. You are under no contractual or other restriction or obligation which is inconsistent with the terms or conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder;

ii. You are under no physical or mental disability that may hinder the performance of your duties / obligations contained herein;

iii. You shall not raise any issue as to the reasonableness of the terms, covenants, or conditions contained herein in any proceeding to enforce these terms, covenants and/or conditions;

iv. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, that is inconsistent herewith

v. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company.

You acknowledge that the terms, covenants, and conditions set forth herein are essential for the Company's protection and are not unreasonable and that the Company has relied on these representations, warranties, and covenants provided by you.

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03. DUTIES AND RESPONSIBILITIES:

i. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability exclusively for the Company. You agree that you will devote all of your working time, attention and best efforts in performing your duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities during the terms hereof. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules, regulations and directions of the Company, as applicable from time to time.

ii. **Non Solicitation:** You will not, during the term of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by the Company or any of its affiliates or associated companies or directly or indirectly induce any such employee to leave their employment.

This covenant shall survive the termination of your employment with the Company.

iii. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Company.

iv. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial shareholding or other beneficial interest in any business enterprise or entity which is engaged in, or is in competition with, any business engaged in by the Company or any of its affiliates or associated companies. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business or entity whose securities are traded on any national stock exchanges or in the over-the-counter market.

v. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the Company, as specified from time to time. However, you may be required to work additional hours, from time to time, to carry out your duties and responsibilities effectively.

vi. **Confidentiality and Non-disclosure:** You shall keep confidential and not disclose to any person or entity any information received or that comes to your knowledge during the course of your employment including in relation to the Company, its affiliates, associated companies, and third parties, in relation to any of our or their businesses or operations, particulars or details of manufacturing processes, technical know-how, security arrangements, analysis, compilations, forecasts, studies, summaries, notes, ideas(whether patentable or not), schematics, trade secrets, technology, customer lists (potential or actual) and other customer-related information, supplier information, sales statistics, pricing information, market intelligence, marketing and other business model/strategies, administrative organizational matters and any other information important for the Company. This shall include information in relation to third parties received by the Company in relation to any transaction being contemplated by the Company. Your obligation to maintain confidentiality of such information shall continue notwithstanding expiry or termination of your employment with the Company.

Third party Confidential obligations & prevention of IP contamination: You shall not use or disclose to the Company any confidential information of any third party received by you in your personal capacity from such a third party under an obligation of confidentiality, or knowingly induce use of such information in the business of the Company. Your employment/engagement with the Company shall not violate any obligation of confidentiality or non-solicitation of employment/assignment with any other party and that in case you are made aware of any such change in circumstances, you will inform the Company immediately of such change in the circumstances. You shall refrain from using/applying information/data in your current employment which qualifies as third party intellectual property to avoid any potential scenario of Intellectual Property contamination.

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vii. **Proprietary Rights:** You will disclose to the Company forthwith any discovery, invention, process or improvement made or discovered by you while in the service of the Company or thereafter, and all the rights, title, interest in such discovery, invention, process or improvement shall automatically belong absolutely to the Company and be the sole, absolute and exclusive property of the Company immediately upon discovery, invention or creation of process or improvement, whether or not delivered to the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for letter's patent, licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to the Company and you will execute and deliver all such deeds and documents, including in particular instruments of assignment and do all such acts and things as may be required by the Company for assigning, transferring or otherwise vesting all rights, title and interest in the same and all benefits arising in respect thereof in favor of the Company or its nominee.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

viii. **Safe-keeping of Company's property:** You will be responsible for safe keeping of and returning in good order and condition all properties of the Company, its affiliates and associated companies which may be in your possession, custody, care or charge or being used by you. In case of loss of any such property, the Company will be entitled to assess the value of the loss / damages caused to it and recover the same from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.

ix. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of authority or power of attorney issued in your favour and any property or material of the Company or any of its affiliates or associated companies in your possession at the time of cessation of your employment with the Company. You shall also return to the Company all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.

x. **Authorizations for activities:** You will not enter into any commitments or dealings on behalf of the Company for which you have not been expressly authorised nor will you alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous written consent of the Company. You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

xi. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its affiliate or associated companies or any other employee or business associate of the Company or any of its affiliates or associated companies in any public or non-public communication with any customer, client or member of the investment community or media or in any communication whatsoever.

xii. **Confidential nature of terms of employment:** You agree that, save and except as may be required by applicable law, (with the prior consent of the Company), you shall not disclose the terms of your employment to any person.

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xiii. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company.

You agree that the restrictions and remedies contained herein are reasonable and that it is your intention that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

Further, you hereby agree to indemnify and keep fully and effectively indemnified and hold harmless the Company, its affiliates, associates subsidiaries, and the directors, trustees, officers, employees, agents, authorized representatives and successors of all the foregoing from and against any and all claims, suits, actions, legal or other proceedings, demands, damages, liabilities, interest, costs, expenses (including attorney fees), and losses of whatsoever kind or nature incurred or sustained by Company or any of the third party directly or indirectly arising due to breach of any of obligations mentioned in the letter of employment and/or these terms and conditions.

04. TERMINATION OF EMPLOYMENT:

i. Employment At-Will: You acknowledge that your employment is and shall continue to be AT-WILL. This means that you have the right to terminate your employment with the Company at any time without providing any reason in accordance with the provisions hereof. Similarly, the Company may terminate your employment with or without cause at any time and for any reason in accordance with the provisions hereof. Accordingly, this letter of employment is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.

ii. Superannuation: In the normal course, you will retire from the company on attaining superannuation at the age of 58 years.

iii. Absenteeism: If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you:

a. return to work within 8 days from the commencement of such absence, and

b. give an explanation to the satisfaction of the Company regarding such absence

iv. Medical Fitness: The Company has the right to request you to get yourself medically examined by a certified medical practitioner specified by the Company during the tenure of your employment. In case you are found to be medically unfit to perform your duties, your employment may be terminated.

v. Notice Period: Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving one month notice in writing or payment of one month Basic Salary on a pro rata basis, in lieu thereof. Similarly, you may resign from the Company's employment without cause by giving one month notice in writing or by payment of one month Basic Salary on a pro rata basis, in lieu thereof. In the event of your resignation, the Company may in its sole discretion opt to accept the same and relieve you prior to the completion of the stipulated notice period of one month, without any pay in lieu of the notice period.

vi. Termination for Misconduct: Your services are liable to be terminated without any notice or salary in lieu thereof for fraud, misconduct, negligence or breach of any of the terms and conditions of your letter of employment which includes this Annexure C. Without prejudice to the general meaning of the term "misconduct", "misconduct" shall include any case of reasonable suspicion of misconduct, disloyalty, commission of an act involving moral turpitude, or any action of indiscipline or inefficiency.

(Formerly known as Reliance Digital Platform & Project Services Limited)
Registered Office: Office-101, Saffron, Nr. Centre Point, Panchwati, 5 Rasta, Ambawadi, Ahmedabad, Gujarat, India - 380 006. Phone: +91-079-3503 1200.
CIN: U72501GJ2019PLC108755

vii. Non-compete: In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or otherwise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business as the Company or any of its affiliates or associate companies.

viii. Recovery of Payments: (If applicable) Payments made towards recovery of notice period by your previous employer and relocation expenses by us will be recovered in full in the event of your separation from the Company prior to completion of 1 year from joining the Company.

05. GENERAL:

i. Training: You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on terms and conditions stipulated at such time. You will diligently and beneficially take part in the training and such assignments in accordance with Company policies and directives.

ii. Rules, Regulations and Policies on Ethics: You will be governed by the service rules, regulations and policies including conduct, discipline and administrative orders and any such other rules or orders of the Company that may come into force from time to time. You must observe the policies that the Company publishes / notifies from time to time. These policies include requirement that you maintain the highest standards of conduct and act with the highest ethical principles.

a. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

b. You are required to read and understand all policies applicable to you, all of which are available in the Reliance Management System ("RMS") portal. If you have any questions, now or in the future, please ask the Human Resources Department through the Query Management System in the ESS portal. You may also be required to sign and abide by the Policy on Ethics of the Company and undertake to sign such declarations that the Policy may demand from time to time.

c. Women employees will be entitled to all the statutory benefits provided by the Company under the Maternity Benefit Act 1961, and its subsequent amendments, if any, details of which are set out in the RMS/ESS portal.

iii. Media Interaction: You will not interact with the media - electronic, print or otherwise in

a. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the Company unless you have express and direct approval from the Company to interact with the media as a representative of the Company. Only persons duly authorized by the Company are permitted to interact with media and then only on specified subjects. Disclosure of any information other than those specifically authorized by the Company is prohibited.

b. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Company.

c. You shall also not disclose non-public information selectively to any particular group as it may lead to unfair advantage / discrimination.

d. For any outside publication of books, articles or manuscripts which relate in any manner to the Company's business, policies and processes, you are required to obtain prior written approval of the Company prior to its publication or release.

e. Any violation of the Company's media policy, will tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

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iv. **Jurisdiction:** The letter of employment is made at Mumbai and competent courts of Mumbai shall have jurisdiction over any dispute or difference whatsoever arising out of, under, in relation to or in connection with the letter of employment or breach hereof or in respect of any matter or thing herein contained.

v. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

vi. **Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.

vii. **Change of address:** You will intimate in writing to the Company any change of your residential address within a week of the same changing, failing which any communication sent to you on your last recorded address shall be deemed to have been duly served on you.

viii. **Passport:** You are required to have a valid passport at all times and ensure that the same is renewed from time to time.

ix. **Suspension:** You may be placed under suspension pending enquiry into the charges of misconduct or any other breach hereof. The salary for the suspension period will be paid to you only if you are found not guilty of any of the charges for which you are suspended and not otherwise.

x. **Travel:** You shall make your own transport arrangements to and from the place of work.

xi. **Documentation:** Please submit the following documents, if not submitted earlier:

   a. Certificates in support of your educational professional qualifications, experience, date of birth and other testimonials in original together with copies thereof.

   b. Three copies of your recent passport size photographs with blue background.

   c. Relieving letter and salary certificate from your last employer, in case you are/were employed.

xii. **Severability**: If any term or provision of this letter of employment shall be held to be invalid for any reason whatsoever, such invalidity shall not affect the validity, operation or enforceability of the remainder hereof. If the remainder of this letter is not materially affected by such declaration or finding and is capable of substantial performance, then that term or provision or part thereof shall to that extent be deemed not to form part of this letter of employment and such provision shall be replaced by a substitute provision that is legal and enforceable and is as nearly as possible consistent with the intentions underlying the original provision.

xiii. **Non Waiver**: No delay or omission on the part of Company in exercising any right, power, privilege or remedy in respect of your employment terms shall neither impair such right, power, privilege or remedy, or be construed as a waiver of it, nor shall any single partial exercise of such right, power, privilege or remedy, preclude any further exercise of it or the exercise of any other right, power, privilege or remedy.

I confirm that I have read and understood the terms and conditions set out herein and unconditionally and irrevocably accept the above terms and conditions.

Employee Name: Geetesh Santosh Tiwarekar

Signature:

Date: 4 Jul 2022

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APPOINTMENT LETTER

April 20, 2022

Dear Ranjeet Patil,

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

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. **mywipro.wipro.com**

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as

may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.
ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.
iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be*** **liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or

received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

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

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

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Ranjeet Patil, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Ranjeet Patil

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

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

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

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

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

   a. you being "active" in the services of the company through to retention date as applicable

   b. your employment has not been terminated for poor performance or for cause prior to retention date

   c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

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

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

   New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

    i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

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

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

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite

& transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature** Ranjeet Patil 20/4/2022 3:08 PM

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

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com
C :L32102KA1945PLC020800

23771055

MIS 2021-22

Manufacturers of :
Process Heating Equipments,
Thermic Fluid Heater, Steam Boiler,
Hot Air Generator & Hot Water Generator.

thermotech SYSTEMS LTD.

WORKS & CORPORATE OFFICE :
Plot No. 2607-2608, G.I.D.C. Phase IV, Vatva, Ahmedabad-382 445.
Phone :+91-79-25840233 / 25842387
E-mail : info@thermotechsystems.com • Web : www.thermotechsystems.com

Date : 18th July,2022

To,

Name: Mr.Mrugendra Matekar

Permeant Add: Mukund dattaraya matekar.
2-483/1, Bapannadora colony,
Ramanayyapeta, Kakinada, East Godavari,
Andhra Pradesh – 533005.

Mo No: 7276137399
Email ID: mrugendramatekar76@gmail.com

Subject: Appointment Letter for the post of "QC Assistant"

Dear Mrugendra,

With reference to your interview and discussions you had with our HR dept, we are pleased to offer you post of **"QC Assistant"** as per the terms and conditions mentioned below:

You will Join duty on or before "**18th July,2022**"

On the date of reporting on duty, please bring following documents in original with photocopy of each to submit HR department for initial assistance.

A. Proof of age - either SSC/HSC Certificate or any other acceptable document,
B. **Relieving Certificate & Service Certificate from your present employer (Please note that without proper relieving certificate in original from your present employer you will not be allowed to join the Company)**
C. Appointment Letters & Service Certificates from your previous employers.
D. Educational certificates including mark-sheets (High School onwards).
E. Four copies of your recent photograph in passport size,
F. Copy of PAN card/Aadhar card/Passport/Driver's license/Election photo identity card or any other Photo identity proof issued by State/Central Government

1 You shall be paid Salary as per Annexure-I

2 You shall Job profile would be as per Annexure - II

3 You will on probation period of 3 months. In case your performance is not found upto the mark, the said period of probation will be liable to be extended at the discretion of the management. You will continue on probation till the time your services are confirmed in writing by the management.

4 During the period of probation, your services are liable to be terminated without giving any notice and without assigning any reason. Similarly, your services shall be liable for termination without any notice and compensation if it is found that you have misrepresented, concealed or given wrong information about your candidature at the time of your appointment. No such notice is required to be given in case your services are terminated for any misconduct. During probation period you shall have liberty to resign from service after giving **one month's** notice or payment in lieu thereof

5 On confirmation, your services are terminable by giving you notice of one months or payment in lieu thereof. No such notice is required to be given in case your services are terminated for any misconduct. Similarly, you shall be at liberty to resign from service after giving **one month's** notice or payment in lieu thereof.

6 Your address as given in your application will be deemed to be correct for the purpose of sending any communication to you. In case of any change in your address, you will inform the management about the same within 8 days.

7 The management may transfer your services in any department/section/branch/unit of the company at any place as it may consider necessary in its discretion from time to time without detriment to your emoluments.

8 You will work diligently and faithfully and to the best of your ability and skill to serve the company and perform all the duties assigned to you from time to time by the company through the board of Directors and/or of any official of the company so authorized.

9 You will devote your entire time to the work of the company and will not undertake any other direct/indirect business or work, honorary or remunerator, except with the written permission of the management.

10 You will be responsible for the safe-keeping and return in good condition of all property, instruments, furniture, stationery, equipments, materials and such other items entrusted to your charges or under your care. The company shall have the right to deduct the money value of such items from your dues and take such action as it deems fit in the event of your failure to render proper and satisfactory account of the items given under your charge.

11 You shall not give out during the service in the company and thereafter to anyone, by word of mouth or otherwise particulars or details of our technical know-how, administrative and organizational matters of confidential nature and by virtue of your

being of our employee. In case you do so, you will be liable to pay damages to the company.

12 Your appointment and its continuance is further subject to the condition of your remaining medically, physically and mentally fit and the management will have the right to get you examined/re-examined from any Registered Medical Practitioner / Surgeon, whose finding shall be final and binding upon you.

13 You will be governed by the rules and regulations framed and amended from time to time by the company including the standing orders.

Please acknowledge receipt of this offer letter by sending back duly signed copy as a token of your acceptance within 2 days.

We look forward for our long and mutually beneficial association.

With Best Wishes,

Thanking You,

For THERMOTECH SYSTEMS PVT LTD.

Mr. JIGNESH SHAH
HR - DIRECTOR
CELL No.: +91 98790-07011

ANNEXURE – I

EMPLOYEE – Mrugendra Matekar	Compensation
TOTAL SALARY	20000
BASIC 45%	9000
HRA 40%	8000
PETROL	0
MEDICAL	0
CORPORATE ALL 15%	3000
WASHING ALL	0
TOTAL	**20000**
PF 12%	1440
ESIC 0.75%	90
P.F.TAX	200
TOTAL TAKE HOME	**18270**
PER YEAR OTHER	
BONUS PER YEAR	20000
PF PER YEAR - 13%	18720
ESIC PER YEAR 3.25%	4680
LEAVE ENCASHMENT (SUBJECTIVE)	10000
TOTAL	**53400**
TOTAL CTC:	**293400**
ALL INCLUDING	**293400**
PER MONTH	**24450**
PER DAY	**940.38**

ANNEXURE - II

JOB PROFILE RESPONSIBILITY.

- Supporting customers through technical (Mechanical / Electrical / Instruments)
- Understanding customer needs and concerns
- Providing a high level of customer service
- Preparing and submitting service reports
- Providing technical direction to the team or Contractors
- Erection, Commissioning of all equipment's
- Participating in the training of new team members

A Raymond Network members*

A RAYMOND FASTENERS INDIA Pvt. Ltd.

Gat No. 259, 276/ 8B
Nighoje, Chakan, Taluka - Khed,
Pune 410501
Maharashtra, INDIA
Tel : +91 (02135) 676 200
Fax : +91 (02135) 676 295
CIN - U24139PN2007PTC133150

www.araymond.com

ARaymond
MORE THAN FASTENING

Ref: AR/HR/2022

Date:11th April 2022

To,

Sachin Ramnath Dhayatadak

At. Ramnagar, Post. Nagaon,

Tal. Pithan, Aurangabad-431137

Subject: **Training Letter**

Dear Sachin,

This has reference to your candidature and subsequent campus interview you had with us, we are pleased to offer you the position of **Graduate Engineer Trainee** in our organization based at Pune location from 1st July 2022 for a period 12 months. Please note the said joining date is subject to change considering the present pandemic situation.

Your appointment as Graduate Engineer Trainee is subject to attaining the required educational qualification as prescribed by the company.

You will receive a remuneration of Rs.3.75 lacs per annum during your training period.

Our detailed letter containing terms and conditions will be given to you on your joining. Please return the enclosed copy duly signed as a token of your acceptance of the letter.

Yours faithfully,

For A Raymond Fasteners India Pvt. Ltd.,

Amogh Soman

Human Resources

Agree and Accepted

Sachin Ramnath Dhayatadak

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*A Raymond Network : Network of independent companies in Europe, Americas, Asia and North Africa

stockarea

Meinigar Technologies Private Limited
6/19, Reddy 1'st street,
Ekkattuthangal, Chennai 600032

+91 9613977777
hello@stockarea.io

OFFER LETTER

Dear Mr. Darshan Jagmohan Malu

We, with immense pleasure, offer you at our payroll for the position as **"Supply Chain Associate"** in our organization "Meinigar Technologies Private Limited" on the following terms and conditions.

1. Commencement Date: 03rd July 2022

2. Your Annual Total Employment Cost to the company would be Rs 5,20,000/- (Rupees Five Lakh Twenty Thousand Only) inclusive of all Allowances, Perquisites, Retention Bonus, Emoluments of every type and excluding Income Tax or any other tax on employment as applicable from time to time.

3. The Salary Structure shall be as per following table :-

Components	Monthly	Annual
Basic	20,500.00	2,46,000.00
DA	8,200.00	98,400.00
HRA	6,150.00	73,800.00
Medical	2,500.00	30,000.00
Special Allowance	2,500.00	30,000.00
Other	1,150.00	13,800.00
Total Salary	**41,000.00**	**4,92,000.00**
Add: Retention Bonus to be paid at completion of Year end#	-	28,000.00
Total CTC		**5,20,000.00**

#Retention Bonus: At the completion of each year, you will be entitled to retention bonus which is included in your CTC as mentioned at Clause No. 2.

4. During the Term of Employment, the management, in its sole discretion, will review your performance every six (6) months beginning on the Commencement Date. The management will determine the performance goals and factors in its sole discretion and its decision shall be binding on you.

5. During the Term of Employment, the management may, in its sole discretion, offer you ESOPs.

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6. Absence for a continuous period of ten days without prior approval of your Manager, (including overstay on leave / training) would result in losing your lien on the service and the same shall automatically come to an end without any notice or intimation.

7. You will be eligible to the benefits of the Company's Leave Rules on your confirmation in the Company's Service.

8. Your appointment will be subject to being medically fit at the commencement of and at any time during the tenure of your employment with the company. The company has a right at all times to send you for a medical check-up to ascertain your fitness for the job.

9. The company reserves the right to alter or modify its working hours and/or office location as and when needed.

10. During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company.

11. You will not (except in the normal course of the Company's business) publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication relating to the Company's products or to any matter with which the Company may be concerned, unless you have previously applied to and obtained the written permission from the Company.

12. You will be required to maintain utmost secrecy in respect of official documents, commercial offer, Software packages license, Company's polices Company's patterns & Trade Mark and Company's Human assets profile.

13. All programs, System Designs, Test Cases, Manuals, Literature etc., developed by you, while in the company service will at all times be deemed to be sole property of the company. Also, the company will at all times, have the sole proprietary right in any new system, designs, writings, Copyright works etc., which you may develop while in the company's service. You shall during the course of employment, do all such acts and things and sign all documents, as the company or its attorneys may reasonably request to secure the company's ownership or rights to such new system, designs, writings or any Copyright work, etc.

14. Your employment in the company shall be subject to **Service Bond of one Years**. In case you opt to leave the company during this period, you would be liable to pay equivalent pay for the remaining period. After the completion of bond period, notice period of **minimum two months** or equivalent pay in lieu, in case of termination is evoked by either party would be applicable. However, this clause shall have no relevance where the reason for termination associated with Clause No. 17 and 18 of this letter.



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15. You will be required to comply with all such rules and regulations as the Company may frame from time to time.

16. Any of our technical or other important information which might come into your possession during the continuance of your service with us shall not be disclosed, divulged or made public by you even thereafter.

17. If at any time in our opinion, which is final in this matter you are found non- performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the company shall be entitled to recover the damages from you.

18. To address and appropriately deal with any instance of behavior that comes under the following clauses, Zero-Tolerance Policy (ZTP) which includes immediate termination applies to all employees of Meinigar Technologies Pvt Ltd.

    a. Demonstrate non-professional behavior or attitude towards customers or clients.

    b. Usage of profane, vulgar, and abusive language.

    c. Offensive or inappropriate references to race, ethnicity, religion, gender, lifestyle, sexual orientation, disability, and age.

    d. Consistent interruptions in a rude and sarcastic manner with clients.

    e. Unauthorized release of confidential information.

    f. Inappropriate behavior/relationships with clients.

    g. Coming to work intoxicated, or any disciplinary issues on the floor.

    h. Extended unscheduled breaks, unapproved or unscheduled leaves, reporting late to work, etc.

    i. Disparaging remarks about the company or clients.

19. You will not accept any present, commission or any sort of gratification in cash or kind from any person, party or firm or Company having dealing with the company and if you are offered any, you should immediately report the same to the Management.

20. This offer letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

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21. You will be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. In case of any damage, loss or any other mishappening in your custody, necessary action including monetary fine may be invoked. The action will be decided on case-to-case basis and the Company decision shall be final in such cases.

22. Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

For Meinigar Technologies Private Limited

For MEINIGAR TECHNOLOGIES PVT LTD

Director

Arjun Kapoor
Director

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Head of Department
Production Engineering
AISSMS COE, PUNE 1

Gmail

Vaibhav Ghayal <vaibhavghayal113@gmail.com>

Joining Documents

Neha Mahajan <neha.mahajan@doehler.co.in> Fri, Apr 29, 2022 at 5:00 PM
To: "vaibhavghayal113@gmail.com" <vaibhavghayal113@gmail.com>
Cc: Sameer Upasani <sameer.upasani@doehler.co.in>

Dear Vaibhav,

Your date of joining is 16th May 2022. Kindly report to the office at 8:30 am.

At the time of Joining, please bring following original plus one copy of each of the document.

Original for verification and copy for our official records.

1) All educational mark sheets certificates from 10th to last final examination including any other courses/education perused.

2) Previous employment experience certificates which includes recent past employers experience and relieving certificate.

3) PAN CARD

4) AADHAR CARD

5) DRIVING LICENSE

6) PASSPORT

7) Voter ID card

8) Residential proof

9) 5 passport size colour photograph

10) ICICI account number (If you have)

Best Regards,

Neha Mahajan

Human Resources

DOEHLER INDIA PVT. LTD.

Plot #3, Survey # 285,

Raisoni Industrial Park,

Hinjawadi, Pune 411 057

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Cognizant

29-Jan-2022

Dear Gaikwad Vaibhav Ashok,
B.E., Production
Aissms College Of Engineering

Candidate ID – 19938960

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

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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:**

AISSMS COLLEGE OF ENGINEERING

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Cognizant

Compensation and Benefits

Name: Gaikwad Vaibhav Ashok **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

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

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:

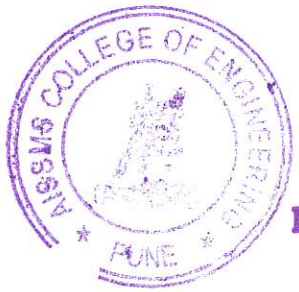
• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which 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.



Head of Department
Production Engineering
AISSMS COE, PUNE 1

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

Gaikwad Vaibhav Ashok, 22, residing at _____ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

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

RECITAL:

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

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

1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

2. Place of Employment

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

3. No Alternate Employment, No Conflict, Etc.

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

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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

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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;

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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

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Applied Engineering
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• 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

Sign: _____
Name:

Gaikwad Vaibhav Ashok

Sign: _____
Name:

COLLEGE OF ENGINEERING * AISSMS * PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE

FM LOGISTIC

Ref.No. FM/HOHR/F01/06/2022 **Date: 27th June, 2022**

To,
Mr. Avadhut Sandip More
Address: Room No 1004 Grren Estate Chakan
Tal.Khed Dist. Pune
Mobile: +91- 8291675773
Email: 16moreavadhut@gmail.com

Sub: Offer cum Appointment

Dear Avadhut,

With reference to your application and the subsequent interview you had with us, we are pleased to offer you an appointment as **"Executive"** on the following terms and conditions:

- You shall be engaged on contract as **"Executive"** with effect from **01st July 2022** for carrying out duties and responsibilities as may be assigned to you by the Management from time to time.

- This contract will remain into force for the period of one year i.e. from **01st July 2022 to 30th June, 2023.** In the event the contract is not renewed at the end of the contract period, it will be deemed to have been ended.

- You shall be entitled to a monthly compensation as mentioned in Annexure - I to this offer.

- You shall be placed at our site **Atlas Common DC , Pune - Chakan.** However, your services are transferable at any other site, office, branch, subsidiary or any other group company at the discretion of the management.

- You shall not divulge or misuse any information obtained during your tenure concerning company's operations, plans, know-how, work processes, secrets etc. to any stranger, and in any case not without the express permission of the management.

- During your tenure of appointment with us you will devote your full time to the work of the company and shall not be entitled to accept any part-time work or assignment for any other person or body of persons, association or company.

- You shall be bound to observe normal rules of discipline. You shall be liable to work sincerely, with due care and at reasonable speed, avoiding all types of waste of working hours, raw materials and other consumable stores. You shall give daily reports of your work to superiors whenever required. You shall not indulge in late attendance for work. You shall not indulge in habitual absence from duty. You shall be always decent and courteous with your colleagues and superiors, and with the customers and suppliers of

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Head of Department
Production Engineering
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FM LOGISTIC

our company, and avoid use of any indecent language to anyone. You shall always attend for work in uniforms provided by the company. You shall not smoke or chew tobacco during working hours and shall not enter the work-premises under the influence of any narcotics or any alcoholic substance. You shall also refrain from any other acts or omissions that would be normally considered unbecoming of an employee.

- Your appointment shall be subject to your continued medical fitness for duties you are required to discharge.
- You shall be regular and punctual in your attendance for duty and shall not absent from work without prior permission by an application in writing.
- You shall always keep us promptly informed in writing, about any change in the postal address of the place of residence, with full particulars thereof, including your contact telephone numbers, for the purpose of official communication.
- Your appointment is subject to the authenticity of the proof of documents, and information furnished by you to the company. After your resumption if it is disclosed at any time that any of the said information was false, your appointment is liable to be terminated with immediate effect upon such disclosure.
- You shall give your two specimen signatures on the duplicate of this letter for our record.
- Your appointment may be terminated by one month's notice or pay in lieu thereof by either side.

If you are agreeable to the above terms and conditions, please communicate your acceptance on the duplicate of this letter and return the same to us for record.

For FM India Supply Chain Pvt. Ltd.

Mayank Garg
Director- Human Resource

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Head of Department
Production Engineering
AISSMS COE, PUNE 1

FM India Supply Chain Pvt. Ltd.
C1501-3, Amar Business Zone, Veerbhadra Nagar, Baner, Pune – 411045 Maharashtra India
Tel. : +91 20 6644 9500 Fax : +91 20 6644 9593 Email : info@spearlog.com
CIN : U4900PN2015PTC178447
www.fmlogistic.in

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Ref.No. FM/HOHR/F01/06/2022 **Date: 27th June, 2022**

To,
Mr. Avadhut Sandip More
Address: Room No 1004 Grren Estate Chakan
Tal.Khed Dist. Pune
Mobile: +91- 8291675773
Email: 16moreavadhut@gmail.com

Sub: Offer cum Appointment

Dear Avadhut,

With reference to your application and the subsequent interview you had with us, we are pleased to offer you an appointment as **"Executive"** on the following terms and conditions:

- You shall be engaged on contract as **"Executive"** with effect from **01st July 2022** for carrying out duties and responsibilities as may be assigned to you by the Management from time to time.

- This contract will remain into force for the period of one year i.e. from **01st July 2022 to 30th June, 2023.** In the event the contract is not renewed at the end of the contract period, it will be deemed to have been ended.

- You shall be entitled to a monthly compensation as mentioned in Annexure - I to this offer.

- You shall be placed at our site **Atlas Common DC , Pune - Chakan.** However, your services are transferable at any other site, office, branch, subsidiary or any other group company at the discretion of the management.

- You shall not divulge or misuse any information obtained during your tenure concerning company's operations, plans, know-how, work processes, secrets etc. to any stranger, and in any case not without the express permission of the management.

- During your tenure of appointment with us you will devote your full time to the work of the company and shall not be entitled to accept any part-time work or assignment for any other person or body of persons, association or company.

- You shall be bound to observe normal rules of discipline. You shall be liable to work sincerely, with due care and at reasonable speed, avoiding all types of waste of working hours, raw materials and other consumable stores. You shall give daily reports of your work to superiors whenever required. You shall not indulge in late attendance for work. You shall not indulge in habitual absence from duty. You shall be always decent and courteous with your colleagues and superiors, and with the customers and suppliers of

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Head of Department
Production Engineering
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FM India Supply Chain Pvt. Ltd.
C1501-3, Amar Business Zone, Veerbhadra Nagar, Baner, Pune – 411045 Maharashtra India
Tel. : +91 20 6644 9500 Fax : +91 20 6644 9593 Email : info@spearlog.com
CIN : U4900PN2015PTC178447

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our company, and avoid use of any indecent language to anyone. You shall always attend for work in uniforms provided by the company. You shall not smoke or chew tobacco during working hours and shall not enter the work-premises under the influence of any narcotics or any alcoholic substance. You shall also refrain from any other acts or omissions that would be normally considered unbecoming of an employee.

- Your appointment shall be subject to your continued medical fitness for duties you are required to discharge.
- You shall be regular and punctual in your attendance for duty and shall not absent from work without prior permission by an application in writing.
- You shall always keep us promptly informed in writing, about any change in the postal address of the place of residence, with full particulars thereof, including your contact telephone numbers, for the purpose of official communication.
- Your appointment is subject to the authenticity of the proof of documents, and information furnished by you to the company. After your resumption if it is disclosed at any time that any of the said information was false, your appointment is liable to be terminated with immediate effect upon such disclosure.
- You shall give your two specimen signatures on the duplicate of this letter for our record.
- Your appointment may be terminated by one month's notice or pay in lieu thereof by either side.

If you are agreeable to the above terms and conditions, please communicate your acceptance on the duplicate of this letter and return the same to us for record.

For FM India Supply Chain Pvt. Ltd.

Mayank Garg
Director- Human Resource

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Head of Department
Production Engineering
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FM India Supply Chain Pvt. Ltd.
C1501-3, Amar Business Zone, Veerbhadra Nagar, Baner, Pune – 411045 Maharashtra India
Tel. : +91 20 6644 9500 Fax : +91 20 6644 9593 Email : info@spearlog.com
CIN : U4900PN2015PTC178447
www.fmlogistic.in

KIA Business Solutions
A STEP TOWARDS PERFECTION

12.09.2022

KIA Business Solutions Pvt LTD

Offer Letter

Dear Paresh Patil,

It was a pleasure being connected with you recently, and I trust that I gave you an appreciable understanding of the position for which you have been considered.

I would like you to know that we think very highly of you from both a personal and professional standpoint, and we feel that you can make a decided contribution to our efforts.

Therefore, I would like to confirm my offer to you for a position as a ***Research Analyst*** at a cost to company of INR 1,68,000.00**/- Per year.**

You need to join on or before September 12,2022; on this day we would give you your appointment order and complete other joining formalities.

Welcome to the world of KIA.

Very truly yours,

Shivangi Dixit,
HR Generalist
KIA Business Solutions
Pune, INDIA

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Mahindra

Mahindra & Mahindra Ltd.
Mahindra Towers, Akurli Road,
Kandivali (East) Mumbai 400 101 India

www.mahindra.com

Date: 18 August 2022
Rajveer Veerendra Shinde
Flat No 11, Gurudatta Apartment,
Sadar Bazar,
Satara, Maharashtra- 415001

Dear Rajveer,

We have pleasure in offering you appointment in Mahindra & Mahindra Ltd as a Graduate Apprentice Trainee under these provisions of the Apprentices Act, 1973 with effect from 22 August 2022.

- You will be paid a consolidated stipend of Rs. 25000/- per month throughout the period of Apprenticeship Training. Your training will be governed as per the terms and conditions set forth in the Apprentices Act, 1973.
- During this period it is expected that you will abide by the rules and procedures of the Company.

- You will undergo training for a period of twelve months. However, this training period could be curtailed or extended at the discretion of the Company. Completion of twelve months of training does not entitle you or result in automatic confirmation, unless confirmed in writing.

- So long as you are in the employment of the Company., you will, at all times, observe secrecy and confidentiality and will not divulge, disclose or make known to any unauthorized person within or outside the Company, nor will you unauthorized use any knowledge or information in respect of manufacturing, technical trade or business data (including manufacturing processes, technical know-how, customer information, business plans and like matters) which are necessarily confidential and have come to your knowledge and possession.

- You will also not remove any such information in any form whatsoever from the Company premises, nor copy or transmit the same unauthorized through any medium including social networking networks/ public sites, nor will you grant permission to assist, permit entry to, or in any manner co-operate with any unauthorized person for the purposes of accessing, obtaining, copying, transmitting or removing the above. Even after the cessation of your employment with the Company, you will not use, divulge, disclose or remove in any manner whatsoever confidential information of the type described above of which you were in possession whilst in service to the detriment of the Company.

- You will also observe all the confidentiality measures which are in existence, or which may be enforced from time to time, as well as directions as to confidentiality marked on any communication, document, electronic data storage device etc. You shall indemnify and hold Company harmless and indemnified against any damage or loss caused to the Company on account of breach of confidentiality on your part. These confidentiality provisions shall survive the separation of your employment with the Company, either by way of retirement or termination or otherwise

- You will devote your full attention exclusively to the duties entrusted to you from time to time by the Company and while in

AISSMS COLLEGE OF ENGINEERING * PUNE *

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Mahindra

service of this Company you will not work for any person or Company in any capacity either for any consideration or otherwise,nor do any private business without obtaining prior permission of the Company in writing.

- In addition to your fulfilling the requirements of secrecy and confidentiality, as specified herein, also during your employment with the Company, you shall not engage in any vocation, training, employment, consultancy, business, transaction, or any other activity, which is in conflict with the interests of the Company, in any capacity whatsoever either on your own or in association with any other individual/firm/institute/bod corporate, etc., whether for any consideration or not.

- You will assign to the Company your entire right, title and interest in any Intellectual Property Rights (IPRs for short, which term would include patents, trade-marks, copyrights, designs, whether registered or not, and all improvements thereto) that you may make, solely or jointly with others, in the course of your employment with the Company relating to any or all systems, services and products manufactured or marketed or leased or developed. You will perform all necessary acts and execute such documents in such format as may be required by the Company, without expense to you, which in the judgment of the Company or its Attorneys may be necessary or desirable to secure to the Company full right title and interest in the IPRs.

- The Company shall at all times have the right to access and monitor all e-mails created, sent I received or stored by you using Company facility and on Company's system at any time without giving you any prior notification. All such data and information shall be the property of the Company at all times.

- You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever.

- You shall, on ceasing to be the employee of the Company, forthwith return all Company properties, movable and immovable, including, without limitation,all Company information, files, reports, memoranda, software, credit cards, door and file keys, computer access codes and such other property which you received or in possession or prepared in connection with your employment with the Company.

- You will be subject to all Government Laws and Regulations in force from time to time.

- The offer of training is subject to you passing your graduation without any backlogs before the date of joining.

Please sign the duplicate copy of this letter and forward the same to us within a week's time as a token of your acceptance of the above mentioned terms and conditions of the Project.

Yours Faithfully,
For MAHINDRA & MAHINDRA LTD.

Rajeshwar Tripathi
Chief Human Resource Officer

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

AISSMS COLLEGE OF ENGINEERING * PUNE *

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Ref.: Wipro-PARI/Appt/T/57/2022-2023
Date: July 20, 2022

To,
Mr. Shubham Somoshi
Saurabh Heights, Moshi,
Pune MH, Pin Code: 412105

Sub.: Appointment with Wipro PARI

Dear Shubham,

This has reference to your interview you had with us on May 09, 2022. We are pleased to offer you training on the following terms and conditions with effect from July 20, 2022 for a period of 12 Months up to July 19, 2023.

1. Your training shall start on July 20, 2022 and end automatically on July 19, 2023.

2. Your Gross salary of Rs. 2,90,000/- per annum as per attached annexure.

3. You will be subject to the provisions of the Standing Orders framed under the Industrial Employment (Standing Orders) Act 1946 as applicable from time to time.

4. You will be required to attend duties and when required at timings in any shift at present in existence or which may be started subsequently which may be nominated by us consistent with the requirement of the organization. It should not be presumed that the scope of your duties is circumscribed or limited by your designation and it should be clearly understood that we reserve to ourselves the absolute right to allot you any type of duties whatsoever consistent with the work requirements and the nature of your employment.

5. During the tenure of your training with the company, you will be liable to be transferred to any Dept., Section, and Establishment of the company or at any other place where the work of the company is carried out. You shall also be liable to be transferred to such establishments, which may be newly established after your joining the company. You will be covered by the rules and regulations and the terms and conditions applicable at the place where you shall be posted/transferred/deputed.

6. Throughout your continuance of services with the company, you should be medically fit and free from any disease. It will be open for the company to require you to undergo such medical test as may be determined and in the event, the company finds it unsuitable for you to be continued on medical grounds, the decision of the company in that case shall be final and your services will be liable to be terminated.

7. You will be allowed leave as per the current notifications of the company and as per the notification issued from time to time. You shall also fully abide by the travel and deputation rules as notified by the company from time to time.

8. Your performance will be reviewed periodically during the training period. If your performance does not meet with the requirements of the training program, your training period would be extended by a maximum of six months with an interim review after three months.

Mr. Shubham Somoshi

Registered Office & Factory
WIPRO PARI PRIVATE LIMITED
(Formerly known as Precision Automation and Robotics India Limited)
Gat No. 463/A/2/8 - 11, 15, 16
Village Dhangarwadi
Tal. Khandala
Dist. Satara - 412 801
Maharashtra, India
T : +91 (02169) 246 300/700
E : sales@wipropari.com
W : wipropari.com
C : U72200PN1990PTC057687

Business Unit
Bangalore Plant
Unit 3, A12-1, 1st Main,
2nd Stage, Peenya Industrial Area,
Bangalore - 560 058
T : +91 8904021750
E : sales@wipropari.com
W : wipropari.com

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Hyderabad

Date: 24th August 2022

Dear Shivam Bhan,

It gives me great pleasure to inform your appointment as a **Research Associate** at Mordor Intelligence Pvt Ltd.

I believe you will play a crucial role in helping accomplish our goal of disrupting and leading the market research industry.

As a **Research Associate,** your responsibilities include but are not limited to:

- Conducting primary and secondary research to create market insight reports
- Identifying new markets and areas to study
- Interacting with clients in analyst calls and prospecting calls

Growth Opportunities: We are expanding rapidly and opportunities for growth within the firm abound. We have a flat organizational structure compared to most market research and consulting firms. The positions we have in our research team in order of growth are

Research Associate -> Research Analyst -> Senior Research Analyst -> Lead Analyst -> Project Lead -> Research Manager -> Senior Research Manager -> Associate Director/ Director

Work culture and hours: We dress casual, work in a collegial atmosphere and a have a get-it- done attitude. Work hours are between 10 AM and 7 PM and Saturdays & Sundays are off. That said, we are a young company with a hunger for growth, so if needed, we put in the hours even after office timings or during weekends.

Location:
5th Floor, Rajapushpa Summit,
Nanakramguda Rd, Financial District, Gachibowli,
Hyderabad - 500008, India.
Maps Link

Probation: The first Six months of your employment with us will be probationary. During the probationary period, the company may terminate your employment at any time without notice. The 6-month period may be extended by a maximum of 2 months at the discretion of the management.

Salary: Your total CTC will be 4,62,000/- (Four Lakh Sixty-Two Thousand Rupees Only). A detailed breakdown of the salary package is provided overleaf. Compensation will be governed by rules of the company on the subject, as applicable and/or amended hereafter.

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Head of Department
Production Engineering
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Company Benefits:

- Comprehensive Health Insurance coverage for self, spouse and children (GMC) - 3L (Inclusive of Maternity Benefit of 75K)
- Personal Accidental Care Insurance coverage of up to 10,00,000/- (GPA) - 10L
- Practo Corporate Wellness Plan: You and your immediate family can avail upto 15 free online doctor consultation sessions per month.

The above three benefits will be applicable post confirmation of your employment.

This is an incredibly exciting time for Mordor Intelligence and I am glad you would like to be a part of our growing team. This year will be key to the success that MI will have in the time ahead and I am sure you will play a defining role in it.

I look forward to getting you started at MI.

Bharadwaj Obula Reddy

Chief Executive Officer | Mordor Intelligence Pvt Ltd

AISSMS COLLEGE OF ENGINEERING PUNE 411001

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Salary Package

	Monthly	Annua
Basic	16,358	1,96,2
HRA	6,543	78,5
Standard Allowance	3,333	40,0
Special Allowance	4,679	56,1
Provident Fund (Company's Contribution)	1,800	21,6
Total	32,713.18	
Performance Bonus*		60,0
Additional		
uity	787	9,4
CTC		**4,62,0**

* The Performance Bonus is designed to reward employees for their contribution to the Company's success. The Performance Bonus as mentioned in the above table will be split equally across four quarters and would be paid out quarterly on the basis of the employee's achievement against the set performance objective.

You would be eligible for tax exemptions under the different components as per the rules determined by the Income Tax Authorities. The tax exemption allowances which are opted are exempted as per the prevailing tax regulations and once opted they need to be continued for rest of the financial year.

Component	Maximum Limit	Remarks
Meal Allowance (Optional, will be adjusted against Special Allowance)	26400	Tax exempted, if opted for meal vouchers
Gift Coupons	5000	Tax exempted, if opted (Coupons will be issued at the er of each Financial Year)
Children Education Allowance	2400	Can be availed up to 2 Children

Bharadwaj Obula Reddy
Chief Executive Officer | Mordor Intelligence Pvt Ltd
hr@mordorintelligence.com | 040-23007648

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Date :03/08/2022

To
Sarthak
(Code: CAN449567)

Provisional Offer Letter for Fixed Term Contract

We are pleased to offer you employment in our organization at Randstad India Pvt. Ltd as **Intern - Trainee**. Your services are being deputed to **Sigma Aldrich Chemicals Private Limited** on the following terms and conditions:

- Your employment will be valid from **22/08/2022 To 21/08/2023** , unless and until it is specifically extended in writing by Randstad India Pvt Ltd.
- Your Salary CTC will be INR 279,996.00 per Annum (as per Annexure 1) and will be paid out basis your actual joining date.
- Your employment is subject to completing our onboarding process, which requires you to :

  a. Complete on the Randstad portal:
     - Employee profile form
     - Statutory Nomination forms like ESIC, PF, Mediclaim etc.

  b. Upload proofs of your documents:
     - Government mandated ID proof: Aadhar Card and PAN
     - Address Proof (Any one): Voters ID, Passport, Driving License, Ration Card etc.
     - Copy of both Educational certificates & Previous employment documents.
     - Bank Details for Salary processing: Copy of cancelled cheque.

Please note that this is only a provisional offer of employment for a fixed term and is not to be construed as an appointment letter. A detailed appointment letter would be issued to you once you fulfill our employment terms and conditions & upon confirmation of joining duty by the manager.

The next step is for you to log into Randstad Direct, our employee portal to accept this offer.
You will soon receive an email and SMS on your registered number with a link to the online portal and your OTP to login.
A User guide is also available to help you complete formalities on/before your DOJ.

Please get in touch with us for any queries.
Wishing you the very best!

Yours truly,
For Randstad India Pvt Ltd.

Authorized Signatory
Balakrishnan S
Head - HRSSC

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

SPARK MINDA
Powered by Passion

MINDA CORPORATION LIMITED
(WIRING HARNESS DIVISION)

11th June 2022

Ms. Rutuja Balu Sonas

Gangapur Road
Behind D.C.I. Bank,
Nashik-422005

OFFER OF TRAINING

Dear Ms. Rutuja,

We are pleased to appoint you as **"Graduate Engineer Trainee (Level - IV B)"** at Minda Corporation Limited, Wiring Harness Division, West, effective from **1st July 2022** on the following terms and conditions:

1. Your initial training will be for a period of one year from 1st July 2022 to 30th June 2023

2. Your salary and perquisites shall be as follows :

   - Basic salary – Rs. 21,246/- (Tweenty One Thousand Two hundred And Forty Six Only)
   - H. R. A. – 30% of the basic salary per month
   - PF(Employer's Share) – 12%of Basic Salary (As per law)
   - Special Allowance – Rs. 100 (Rupees Hundred only) per month
   - Medical Allowance – Rs. 250 (Rupees Two Hundred & Fifty only) per month
   - Conveyance Allowance – Rs. 800 (Rupees Eight Hundred only) per month.

3. You will at all times obey the Rules and Regulations prescribed by the Company through their Code of conduct and not divulge or communicate to any person / persons natural or juristic, any information (whether of technical, commercial or general nature) about the affairs of the Company or of their Management during the period of training or even thereafter.

4. You will be entitled to casual leave of 7 days per annum and sick leave of 7 days per annum (Not entitled for SL if covered under ESIC) and earned leaves of 15 days per annum. The modalities of computation of the above leave would be as per company's rules.

5. This offer for training does not bind the company to provide regular employment to you during or after the completion of your training period nor does it entitle you to claim employment in the Company during or after the completion of your period of training.

6. After satisfactory completion of your training and subject to the availability of vacancies in the company at that time, you will be confirmed in the regular service of the company in writing.

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
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7. You shall at all times well and truly account for and shall, when so required hand them over to responsible authority all properties and things belonging to the Company which may have been placed in your custody or under your superintendence or may otherwise have come into your possession or under your control.

8. You may be posted, from time to time to any office or factory or associate or subsidiary of the company and to any shift in case the factory works more than one shift. Your working hours will be determined by the office or factory to which you are posted from time to time. You will be required to reside at the place where your posting is and to make your own arrangements for residence at the place.

9. You will keep the Management informed about any change in your address from time to time. A notice served by post at the last address known to the Management will be deemed to have been personally served on you.

10. You will be subject to one month notice period on either side or pay in lieu thereof on cessation of engagement.

11. You will disclose and assign to the company forthwith any discoveries/invention made by you during the tenure of your employment with the company and such invention will be the sole property of the company.

12. Notwithstanding anything to the contrary, this contract will be deemed to have been concluded at Delhi for all intents and purposes.

If you accept the above terms and conditions, please return the duplicate copy of this letter, duly signed as token of your acceptance.

Thank you,

Yours faithfully,

For Minda Corporation Limited,

Yogesh Petkar

Manager HR-WHD, Pune II

_____

(Signature)

I have carefully read the terms & conditions of the training and hereby confirm my acceptance of the same

AISSMS COLLEGE OF ENGINEERING * PUNE *

Head of Department
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AISSMS COE, PUNE

SPARK MINDA
Powered by Passion

MINDA CORPORATION LIMITED
(WIRING HARNESS DIVISION)

June 11, 2022

Ms. Rutuja Balu Sonas

Gangapur Road
Behind D.C.I, Bank,
Nashik-422005

Sub: Pre-employment medical check-up.

Dear Ms. Rutuja,

This is in reference to Clause No. 6 of your Letter of Intent dated June 11, 2022.

In this regard, please get the following tests / medical check-ups done and send us the scan copy of the reports for our record:

1. Physician Examination (Height, Weight, B.P & Color Vision checkup)
2. Blood Sugar Fasting
3. Blood Group
4. Cholesterol
5. Urine Routine
6. X-Ray Chest
7. ECG

You will be reimbursed the medical check-up expenses on submissions of original bills / receipts OR You may do your medical checkup with our company doctor.

Kindly bring all the original reports and X-Ray sheets along with you on the date of your joining.

Thanking you,

Yours faithfully,

For Minda Corporation Limited,
(Wiring Harness Division)

Yogesh Petkar
Manager HR– WHD, Pune II

AISSMS COLLEGE OF ENGINEERING * PUNE *

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Date: 11th June 2022.

Ms. Rutuja Balu Sonas
Graduate Engineer Trainee (Level - IV B)

- Strictly Personal & Confidential -

Salary Break Up	Our Offer (Rs.)
Basic	21,246
HRA	4,874
PF (Employer's contribution)	1,950
Medical Allowance	250
Transportation Allowance	800
Special Allowance	100
Gross Salary p.m.	24,220
Gross Salary p.a.	2,90,640
Gratuity - As per law	781
Total	781
Salary p.m.	25,001
Salary p.a.	3,00,012
Other Perks	
Personal Accident Insurance - For 1 Lac $	1 Lac
Mediclaim - (Floater Policy - 1 Lac) (50% prem. paid by Company) $	1 Lac
Sub-total	-
C.T.C. p.m.	25,001
C.T.C. p.a.	3,00,012

Note:

> $ Notional amount, paid at actuals, as per Company policy.
> Income tax is to be borne by the employee as per applicable tax law.
> Please contact HR for any clarifications.

AISSMS COLLEGE OF ENGINEERING * PUNE *

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Atlas Copco

PERSONAL & CONFIDENTIAL **04 July 2022**

Mr. Laxmikant Yashwantro Lahankar
S\O:Yashwantrao Lahankar,
Uday Nagar, Hariom Nivas, Bhagya nagar Road,,
Nanded, MH-431602

Dear Laxmikant,

With reference to your application and subsequent interviews you had with us, we have pleasure in informing you that you have been engaged as a "**Graduate Engineer Trainee**" in our company on the following terms and conditions:

1. Your date of joining is **01 July 2022**.

2. **The compensation details** which will be paid to you are as mentioned below: -

Basic Salary	: - **Rs.23617**/- per month
House Rent Allowance	: - **Rs.11809**/- per month
Special Allowance	:- **Rs.812**/- per month
Leave travel Allowance	:- **Rs.2362**/- per month

3. You will be initially trained at **Compressor Technique Indian Service Center** for the time being and subsequently you will be posted at **Chakan.**

   During your training period you are liable to be transferred from one department to another and you are expected to undergo such training as is assigned to you from time to time. Similarly, the Company may transfer you from your present Headquarters to any of its other branches/factories in India, in which event the terms for training outlined herein will continue to apply. However, you shall be required to adhere to the rules and regulations as prevalent at the new place of posting. You will not be entitled to any compensation on such transfer.

4. It will be necessary for you to observe the schedule of training laid down and whenever required or called upon to adhere to any revision in schedule.

Contd....2

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

5. **Variable Compensation:**

Your opportunity of earning Variable Compensation will be calculated on your Annual Basic salary . Your Variable Compensation entitlement will be as per your salary Annexure shared with you. The payout will depend on achievement of given targets by you. The Targets will be assigned to you by your superiors from time to time. The Variable Compensation will be payable to you only when you are on the rolls of the Company at the time of disbursement of Variable Compensation.

Specific variable compensations goals for you shall be developed within 90 days of your employment. Performance period of variable compensation will follow business year plan which is calendar year. Every year in the month of January your performance against criteria will be reviewed and accordingly payout will be done on prorate basis.

The variable compensation payout will be contingent on the Company's overall performance and your personal goals being met.

Variable compensation / Commission Structure and disbursement will be as per changes in company policy from time to time.

6. **Confidentiality of Salary:** Your individual remuneration is purely a matter between yourself and the Company and has been arrived at based on your job, skills, specific background and professional merit.

Accordingly, your salary and any changes made to it are strictly confidential; you shall treat such matters accordingly, and any breach thereof would be viewed very seriously.

7. **Training Period**: - Your training will be initially for a period of **six months** from the date of joining the Company. During this period your training may be terminated by us at any time without giving you any prior notice and without assigning any reason thereof on payment of your stipend up to the date of such termination.

During the training period, should you desire to resign from the training of the Company, it will be necessary for you to give fourteen days' notice in writing to that effect.

We retain the option of paying you stipend in lieu of notice if we so desire. If you do not give such notice or after doing so do not report for training for the full or part of the notice period, your training will stand terminated from the date of your last reporting for training and amounts receivable by you from the Company, if any, will stand forfeited equivalent to the stipend that would be payable to you for the period the notice falls short or the notice period you have not reported.

Contd....3

AISSMS COLLEGE OF ENGINEERING * PUNE *

Head of Department
Production Engineering
AISSMS COE, PUNE 1

8. **Confirmation of Services**: -After the expiry of the training period, if we decide to offer you a job in our Organization, a written order to that effect will be issued to you. Unless you receive such a letter, it is understood that your training has been Extended.

9. **Asset Submission**:- Upon ceasing to be in the services of the Company for whatsoever reason, you shall return to the Company all assets, papers, documents, softcopies, passwords, computer programs, data, tools, and any other articles and/or copies thereof belonging to the Company or relating to the Company's business, which may at that time be in your possession.

10. **Confidentiality & Non-Disclosure: -**

a. You appreciate that in the course of your employment you may produce, have access to or obtain confidential information provided by the Company to you and/or developed, prepared or amended by you during the course of your employment with the Company, and also relating to the Company / Atlas Copco Group's business and matters, including the client's information made available to the Company. Sometimes such information will be expressly marked as "Confidential", but you acknowledge that information of the type set out in this clause is confidential by its very nature. You agree to respect the confidence entrusted to you by not disclosing or using such and other clearly confidential information in any way likely to be in conflict with the interests of the Company / its overseas parent company/ group companies, without the Company's permission. This duty of confidentiality shall subsist during the course of your employment and shall survive the termination of your employment for any reason whatsoever. Additionally, you shall not introduce into the Company the confidential information of others, including previous employers.

b. You will not reproduce, store in a retrieval system or transmit in any form or by any means including but not limited to electronic, mechanical, photocopying, recording, scanning or otherwise any copyrighted or otherwise confidential material which is the property of the Company, for your own benefit or for the benefit of any third party, either during the course of your employment or after your separation.

c. Disclosure of any plans, projections or other information pertaining to the Company / Atlas Copco Group or any of their respective clients to a competitor or other third party which are confidential or proprietary to the Company, its parent company or group companies or any of their respective affiliates or use of same for personal benefit will result in serious disciplinary action including discharge/ dismissal and legal action.

Contd....4

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

d. All the information, whether or not in writing, of a private, secret or confidential nature concerning the Company's business, business relationships, research and development, or financial affairs, shall always remain the exclusive property of the Company and all files, letters, memoranda, reports, records, data, sketches, drawings, program listings, or other written, photographic or tangible material containing such information, which shall come into your custody or possession

e. during the course of your employment, shall be exclusive property of the Company, to be used by you only in the performance of your duties.

Damages on breach of above paragraph

In the event the Company learns that you have breached any of the provisions of paragraphs of this Agreement mentioned hereinabove, without prejudice to the other rights and remedies that the Company has against you in Law or contract, the Company shall be entitled to the following:

(i) Liquidated damages for an amount of one (1) year's compensation, at your current rate at the time of the breach, as compensation for the breach of any of these terms and losses caused to the Company in addition to any losses suffered by the Company;

(ii) Subject to the applicable laws, the Company shall be entitled to retain/ adjust all or any part of the remuneration as prescribed in Annexure A hereto or any other monies due under this Letter of Appointment.

Prohibition of Competition: The Employee will, in the cause of his duties, have access to business secrets of the Company. The Employee therefore undertakes not to act anywhere worldwide as an Employee or in any other capacity for a company, which intends, or might possibly intend, to enter into competition with a company within the Group, at least for a period of twelve months following termination of the employment relationship.

11. **Conflict of Interest :-**Your position is a full time employment with the Company and you will devote your entire time and attention to the activities of the Company's business entrusted to you and you will not undertake any other work for remuneration (part-time or otherwise) or work in advisory capacity or be interested directly or indirectly in other Company / establishment without the prior written permission of the Managing Director of the Company.

12. **Internet & Social Media**: - You shall conduct yourself honestly and appropriately on the Internet, and that you respect the copyrights, software licensing rules, property rights, and prerogatives of others, just as you would in any other business dealings. All existing policies apply to the conduct of company employees on the Internet, especially, but not limited to, those that deal with intellectual property protection, privacy, misuse of company resources, sexual harassment, and confidentiality.

Contd....5

AISSMs COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Any improper use of the Internet is not acceptable and will not be permitted. The Internet access may not be used for transmitting, retrieving, viewing, reading, displaying, or storing any material of a discriminatory or harassing nature or materials that are of a sexual nature.

No sites with derogatory, prejudicial, or inflammatory remarks about race, age, gender, disability, religion, national origin, physical attributes, or sexual preference may be viewed or transmitted.

No abusive, profane, or offensive language is to be transmitted.

You shall not, unauthorizedly post, discuss, or otherwise share any confidential information on any social media/internet which may adversely affect the Company.

13. Your appointment and continuance thereafter shall always be subject to your being found medically fit by Company's Medical Officer or any other Medical Officer duly approved by the Company and background verification check.

14. You shall without fail immediately inform the Company of any change which takes place after the details given in "Application for Employment" Form.

15. You will not resort to / indulge in use of tobacco in any form, i.e. smoking, chewing and snuffing in the premises of the company.

16. Your services would be governed by the Company's Rules and Regulations in force currently and as applicable from time to time. The facilities, amenities and benefits provided to employees in excess of the statutory requirements do not form a part of the conditions of service and are subject to change or be reduced at the discretion of the Management.

If you are agreeable to accept the terms and conditions cited above, please return the duplicate copy of this letter duly signed by you in confirmation.

We take this opportunity to welcome you to our organization and hope that your association with us will prove to be of mutual benefit.

Yours faithfully

Atlas Copco (India) Ltd

Kabir Gaikwad

Head-Corporate Human Resources

I have carefully read and understood the terms and conditions of my employment outlined hereinabove. I agree to abide by the terms and conditions mentioned above and I affix my signature hereto to signify my acceptance.

WITNESS SIGNATURE

DATE : DATE :

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

prorigo

01 September 2022

Mr. Manav Reja

Dear Manav,

LETTER OF APPOINTMENT

We are pleased to appoint you at the position of **Software Engineer** on the following terms and conditions.

1. Your appointment will date from **1 September 2022**.

2. You should note that the salaries are consolidated, i.e. are inclusive of Dearness Allowance. You will be eligible for the other allowances and benefits as per the company rules.

3. You will be working at companies premises at **Pune.** You will be subject to the general rules of conduct, discipline, leave rules, holidays, hours of work, etc. that are prevailing in the Company or may be brought into force from time to time. You will also be eligible for 20 working days paid vacation per year, prorated as per your date of joining.

4. You may be required to undertake tours to client's location or other business assignments in connection with the company's business. You will be eligible for traveling expenses and other allowances according to the rules in force at that time.

5. Your service may be terminated by the Company at any time by either giving you one month's notice or payment of one months fixed Salary in lieu of notice. Similarly, it will be permissible for you to resign from our services subject to your giving the Company one month's notice in writing of your intention to do so. If you should leave the Company's service without notice, you will be liable to pay to the Company a sum equivalent to one months fixed Salary or you will be liable to be sued for damages. If at any time you are found guilty of misconduct, your services may be terminated without notice or payment in lieu of notice in accordance with the law.

6. You will be required to undertake a Confidentiality Agreement effective from the date of joining. The Confidentiality Agreement is to ensure that all proprietary information, documents, literature, invention obtained/made during your tenure with Prorigo Software will not be utilized by you at any point to undermine the interests of Prorigo Software. We will be happy to provide the details of the Confidentiality Agreement.

7. You will be required to abide by the organization's policies in force from time to time.

AISSMS COLLEGE OF ENGINEERING * PUNE *

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Please acknowledge your acceptance of the appointment by signing and returning the duplicate copy of this letter.

Welcome onboard.

With warm regards,

Kishore Kumar

Head – Human Resource,
Prorigo Software Pvt. Ltd.

I accept the above appointment and my date of joining is : _____

Name: _____

Signature: _____ Date: _____

AISSMS COLLEGE OF ENGINEERING
PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

ANNEXURE 1
(Compensation details)

Name : **Mr. Manav Reja**

Designation : **Software Engineer**

Group : **Delivery**

Location : **Pune**

Salary Components :

COMPONENT	Monthly (RS)	Annual (RS)
BASIC	15000	180000
HRA	7500	90000
SPECIAL ALLOWANCE	2181	26168
LEAVE TRAVEL ALLOWANCE	4000	48000
Employer contribution to PF	1986	23832
VARIABLE PAY	1667	20000
Base Salary	**32333**	**388000**
Annual Bonus		**12000**
Total Gross Salary		**400000**
Non Cash Benefits		
Flexi Basket		50000
Non Cash Benefits		
Gratutiy		8658
Mediclaim Insurance		15000
Cost to the Company		**473658**

Notes:

- The above components of the salary structure can change to be in accordance with the structure prevalent in the organization.
- Your next salary revision will be due in April 2023 and will be based on current CTC. This salary revision will be prorated based on your date of joining, your performance and organization's decision on salary revision.

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

CK BIRLA GROUP | neosym
success through synergy

16th July 2022

Ms. Swati Tamhane
Behind Bhairavnath Temple,
Baner Gaothan,
Tal- Haveli,
Dist.- Pune.
Maharashtra.
Pincode – 411045.

Dear Swati,

With reference to your application and the subsequent interview you had with us, we are pleased to offer **'Engineer – Quality & Process'** position to you in our organization on the terms and conditions discussed and agreed between us. You are requested to join us on or before **18th July, 2022.** Formal appointment letter will be issued to you at the time of joining duty.

Please confirm your acceptance of this offer letter.

Note: - If you fail to join your duty on or before stipulated date, this offer shall be automatically stand withdrawn and cancelled.

For, NEOSYM INDUSTRY LTD

Sarika

Sarika Arora Saini,
AVP – HR

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Neosym Industry Limited
Works: Gat No 201, Off Pune Nagar Road, Sanaswadi, Shirur Taluka, Pune 412208, India
+91 2137 677200 pune@neosym.com
Registered Office: Industry House 1st fl, 159 Churchgate Reclamation, Mumbai 400020, India
+91 22 22814792 www.neosym.com
CIN No.: U74999MH1932PLC001910

Godrej & Boyce Mfg. Co. Ltd.
Regd. Office: Pirojshanagar,
Vikhroli, Mumbai 400 079, India
Tel: +91-22-6796 1700 / 1800
info@godrej.com
www.godrej.com
CIN U28993MH1932PLC001828

Corporate Personnel & Administration Dept.

Ref: HK/P&A/CAMPUS-OFFER'2022-23/CN-352

30th September 2022

Dear Mr. Rohan,

Greetings from Godrej!

We are delighted to have you coming on board on **10th October 2022.**

We are sure that you are keenly looking forward to what's in store for you upon your joining us.

To make your transition in Godrej smooth, we have planned a comprehensive Corporate Orientation Program at our Vikhroli Establishment in Mumbai.

Your portfolio / assignment and the place of posting will be shared with you after the Corporate Orientation Program.

To enrich you with knowledge, learning, skills and experience during the traineeship, you will be undergoing a structured Training Program comprising of learning inputs in a phased manner:

Phase I (At the time of Joining): - Corporate Orientation Program, followed by:

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

Phase II (Mid-Year): - Developmental Program(s)

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

Phase III (Upon completion of the Training): - Organization Level Development Programs (Common for all) followed by:

- Advanced Programme of Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

When you take up the assignment, we have earmarked for you, you will have a `buddy' to help and guide you in the initial days. Please feel free to speak to / write to us for any information that you may need:

Ms. Rachna Bhuse (rachna@godrej.com, Mobile: 9821490425)
Ms. Leenat Sawar (leenat@godrej.com, Mobile: 8169960727)

We look forward to you becoming part of the exciting growth journey at Godrej!

With best wishes,

Harpreet Kaur
Senior Vice President & Head-
Corporate Personnel & Administration
Encl.: Offer Letter

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Godrej

Godrej & Boyce Mfg. Co. Ltd.
Regd. Office: Pirojshanagar,
Vikhroli, Mumbai 400 079, India
Tel: +91-22-6796 1700 / 1800
info@godrej.com
www.godrej.com
CIN U28993MH1932PLC001828

Corporate Personnel & Administration Dept.

Ref: HK/P&A/CAMPUS-OFFER'2022-23/CN-352

30th September 2022

Mr. Rohan Sanjay Gavhane
Plot No.453
Sector No. 2
Indrayani Nagar ,Bhosari
Pune-411026
Mob: 9075559220

TR CAT: C-200

OFFER LETTER

Dear Mr. Rohan Gavhane,

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your selection as **Graduate Engineer Trainee** in our Organization. Your appointment is covered under the provisions of **The Apprentices Act, 1961 and its subsequent amendments thereto.** The terms & conditions are as given below:

1. **Place of Posting & Period of Training:**

   Your initial place of posting will be at our Vikhroli Establishment, Mumbai. The training period will be for a period of twelve (12) months from your date of joining, i.e., **with effect from 10th October 2022.**

2. **Consolidated stipend:**

   You will be paid an All-inclusive Consolidated Stipend of **Rs. 36,000/- (Rupees Thirty-Six Thousand only)** per month.

   (In the event of any legislation being enacted/made applicable treating the above mentioned "Consolidated Stipend' as "Salary" for the purpose of calculating Provident Fund, Gratuity, House Rent Allowance, Medical or any other direct / indirect benefit or contribution etc., then in such an event, the said "Consolidated Stipend' shall stand adjusted / modified to the extent so that there is no additional financial burden on the Company on this count i.e., the stipend payable to you by the Company, inclusive of all statutory, direct / indirect benefits or contributions, shall not exceed the above mentioned Consolidated Stipend per month).

3. **Leave Entitlement:**

   You will be eligible for Leave as per the Leave Rules of the Organisation applicable to the trainees covered under The Apprentices Act, 1961. The same is subject to change from time to time.

4. **General terms & conditions:**

a) Although it is not mandatory and / or obligatory on the part of the Company to offer you employment upon completion of the training period, you will be considered for any suitable opening that may arise / exists at that point in time, subject to your overall performance, attitude, conduct, attendance & punctuality besides meeting the requisite selection criteria.

b) As a part of the terms and conditions mentioned in this Offer Letter, you will be required to sign a Service Agreement for a period of two years (one year as a Trainee and one year subject to being absorbed in regular employment upon successful completion of the training period).

We are enclosing the soft copy of the Service Agreement which you are required to prepare on a **Stamp Paper of value Rs.200/-** and submit the duly filled-in and signed (by you and the guarantor) Agreement on your date of joining. Please note that it is mandatory to carry the Service Agreement on your date of joining along with the Offer acceptance copy.

Contd....(2)

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Godrej & Boyce Mfg. Co. Ltd.
Regd. Office: Pirojshanagar,
Vikhroli, Mumbai 400 079, India
Tel: +91-22-6796 1700 / 1800
info@godrej.com
www.godrej.com
CIN U28993MH1932PLC001828

Mr. Rohan Sanjay Gavhane, Pune - 411026

c) During the training period, you will not be eligible for any Variable Pay (viz., Performance Pay, Sales / Service Incentives etc.).

d) Your selection as a trainee is subject to you being found medically fit by the Company's Medical Officer or by a Medical Practitioner of Company's choice.

e) While your initial place of training / posting will be at our Vikhroli Establishment, you are liable to be transferred to any of the Company's Establishments / Upcountry Manufacturing Plants / Project Site Office within the territory of India during your training period and/or thereafter and the same will not have any impact on your Consolidated Monthly Stipend. You will be adhering to six days per week work schedule. The salary/stipend disbursement is on the 10th day of every month.

f) The Management shall decide your Function (Profile), Division and the Place of Posting as per the business need and exigencies, and the same shall be communicated to you during the Corporate Orientation Program. The Management's decision in this regard shall be final and binding on you.

g) If and when it is required to impart training to you on a non-working day, you will be required to report for training on such days for which you will be given compensatory off. Similarly, as and when required, you may be called upon to report in second shifts when specific / special training opportunities are available.

h) If you wish to resign from the traineeship of the Company, the notice period is one month during the training period, and you will be permitted to do so subject to your fulfilling the terms & conditions as per the Service Agreement signed by you. The Company reserves the right not to accept the notice period depending upon business needs and requirements. In case you leave the traineeship without fulfilling the terms & conditions as applicable to you, the Management reserves the right to initiate appropriate proceedings as per law.

i) Your traineeship can be terminated by the Company at any time by giving you one month notice. Upon successful completion of the training and after absorption in regular employment, the notice period is three months on either side.

j) The Company reserves the right to terminate your traineeship / employment at any time without notice or payment in lieu thereof if you are found guilty of absence from duty without prior intimation and/or permission for a continuous period of seven days or more, insubordination, non-performance, low productivity, disclosing confidential data or information pertaining to the Company, bonafide loss of confidence, misappropriation of Company's funds, causing damage to the property of the Company, non-compliance of Company rules & regulations besides omission / commission of any act on your part which may be prejudicial to the interest of the Organization.

In case you need further information about the pre-joining / joining process, please contact Mr. S G Kannan (Mobile 9820506928, Email id: sgkanan@godrej.com) or Ms. Aliamma (Mobile 9867066396 Email id: aliamma@godrej.com).

Contd.... (3)

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Godrej & Boyce Mfg. Co. Ltd.
Regd. Office: Pirojshanagar,
Vikhroli, Mumbai 400 079, India
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info@godrej.com
www.godrej.com
CIN U28993MH1932PLC001828

Mr. Rohan Sanjay Gavhane, Pune - 411026.

5. **Qualification Clause (Declaration of Final Year / Semester Results):**

If your selection is being made prior to the declaration of the final semester results of the examination for which you have recently appeared, you are required to inform the Company about the results immediately upon declaration of the same by the University / Institute. You shall submit a copy of the mark sheet / certificate issued by the Institute / University as documentary evidence and produce the original for verification. In case, you do not pass the said degree / diploma examination, your selection / appointment will be deemed to be automatically terminated without notice or payment in lieu of notice with effect from the date of the declaration of the result at the discretion of the Management. Further, if you are unable to submit the official documentary evidence in support of you having secured a final pass in the aforesaid examination prior to the completion of the training period, your appointment will automatically stand terminated without notice at the end of the training period at the discretion of the Management.

6. **Submission of False Documents:**

If at any time in future, the documents submitted by you pertaining to your date of birth, residence, family details, educational qualification and/or external work experience etc are found to be false / incorrect, the Company reserves the right to terminate your appointment forthwith besides initiating necessary legal proceedings against you as per law.

7. **Code of Conduct:**

You will be bound by the Company's Code of Business Conduct & Ethics as applicable from time to time and will be required to sign the `Code of Business Conduct & Ethics upon your joining the Company. In addition, you will be required to sign an `Employee Non-Disclosure & Confidentiality Agreement' upon your joining the Organization, which aims to protect the intellectual proprietary rights and business information of the Company and its clients / business associates.

8. **Conflict of Interest:**

You are expected to carry out your duties and responsibilities diligently, and shall always, safeguard the interest of the Company. During your traineeship / employment in our Company, you are required to devote yourself exclusively to the services of the Company and you shall not undertake yourself directly or indirectly with any business, duties or outside work, either part time or full time, without the prior express permission of the Management. The Company regards conflict of interest as a severe offence, which may lead to strict disciplinary action, including termination of your traineeship / employment without notice.

9. **Indemnity:**

You shall indemnify the Company against any loss / damage, proceedings which the Company may suffer due to any wrongful acts, negligence and/or gross dereliction of duties on your part. Such indemnity shall not prejudice the right of the Company to terminate your traineeship / employment on such count or the right of the Company to seek other remedies which the Company may have to make good the loss / damage suffered.

10. The Company reserves the right to add to, amend or vary the forgoing terms and conditions as and when found necessary.

The formal Letter of Appointment will be issued to you upon completion of the Corporate Orientation Program.

Contd....(4)

AISSMS COLLEGE OF ENGINEERING * PUNE *

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Godrej & Boyce Mfg. Co. Ltd.
Regd. Office: Pirojshanagar,
Vikhroli, Mumbai 400 079, India
Tel: +91-22-6796 1700 / 1800
info@godrej.com
www.godrej.com
CIN U28993MH1932PLC001828

Mr. Rohan Sanjay Gavhane, Pune - 411026.

Please report for the Corporate Orientation Program commencing on **Monday, 10th October 2022** at **8.45 a.m.** at the following venue:

Godrej & Boyce Mfg. Co. Ltd.
Room No.317, Plant 13 Annexe, 3rd Floor
Pirojshanagar, Vikhroli East, Mumbai 400 079.

Please bring the following with you, when you report for the Corporate Orientation Program:

- All certificates and marksheet in original pertaining to your educational qualification, along with one set of photocopies (S.S.C. or School Leaving Certificate to be submitted as documentary evidence for date of birth).
- Three passport size photographs (in professional attire)
- Photocopy of PAN Card and Aadhar Card.
- Letter from your present/last employer confirming that you have been relieved from their service (only if applicable).
- Original Service Agreement (made on a stamp paper of value Rs.200/-) duly signed by you and your guarantor in all the pages.
- Copy of Final Vaccination Certificate, if not given earlier.

Any dispute, differences or disagreement arising out of the terms & conditions of this Offer Letter & the Service Agreement entered by you with the Company shall be referred to a Sole Arbitrator nominated by the Company under the provisions of Arbitration & Conciliation Act, 1996, whose decision shall be final and binding. The language of the Arbitration shall be English and the location of the same shall be in Vikhroli, Mumbai.

Please email us a scanned copy of last page (i.e., Page no. 4) of the offer letter with your signature as a token of your acceptance of its terms & conditions, within two days of receipt of this email.

We look forward to your joining Team Godrej for a bright and prosperous career with us.

Yours truly,

For Godrej & Boyce Mfg. Co. Ltd.

Harpreet Kaur
Senior Vice President & Head-
Corporate Personnel & Administration

Encl.: As above

I have gone through the terms and conditions of the aforesaid Offer Letter and the Service Agreement. I hereby agree to abide by the same. I will report for the Corporate Orientation Program on _____.

Signature: _____ Date: _____ Mobile Number: _____

AISSMS COLLEGE OF ENGINEERING * PUNE *

Head of Department
Production Engineering
AISSMS COE, PUNE 1

randstad

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Date:05-09-2022

Welcome Note

Dear **Mr. Sarthak Rajesh Lohar**

Congratulations and welcome to Randstad family! We are delighted to have you as part of our organization. Your role and association with us is critical in fulfilling the mission of our organization. We hope, our association will be professionally meaningful and mutually beneficial.You join a group of our 60,000 + Employee Workers (EW) deputed to our various clients, in order to partner in their business success.

Thank you for the information and documentation provided to ease your on-boarding process. You can continue to use our online portal to access and download your monthly pay slips, edit personal details, download forms required for registering your employment for various statutory benefits. The next few pages will give you more information on your employment with us.

For any queries, please feel free to contact the Randstad Help Desk. The facility is currently available Monday through Friday, 9:30 am to 6:30 pm. You may contact the Help Desk through one of the three methods below:

1. Log in to **Click here to log in Randstad Portal**
2. Call us Toll free 1800 420 9944
3. Email us to flexicare@randstad.in

Our Core Values: As a new entrant, we would like you to know that randstad is known for continuing to adhere to and live by the core values established in our early days. Its good to know that every Randstad employee continues to keep to and live by these values today. They are

To Know - We are experts. We know our clients, their companies, our candidates and our business. In our business its often the details that count the most

To Serve - We succeed through a spirit of excellent service, exceeding the core requirements of our industry.

To Trust - We are respectful. We value our relationships and treat people well.

Striving For Perfection - We seek to improve and innovate constantly. Its our job to help our clients and candidates to find satisfaction in all their pursuits. This is what gives us the edge.

Simultaneous Promotion Of All Interests - We take our social responsibility seriously. Our business must always benefit society as a whole.

I wish you all the very best as you embark on an exciting journey with Randstad while enhancing your professional stature, along the way.

For Randstad India Pvt Ltd.

Authorized Signatory
Balakrishnan S
Head - HRSSC

COLLEGE OF ENGINEERING AISSMS

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in

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To,
Mr. Sarthak Rajesh Lohar,
Empcode -1583484

Date: 05-09-2022

FIXED TERM CONTRACT OF EMPLOYMENT

We are pleased to appoint you in our organisation as Intern - Trainee, for a fixed period of employment, on the following terms and conditions:

1. Your contract of employment shall be valid for a period of 1 year from 22-08-2022 to 21-08-2023. Notwithstanding this, in the event of the project/ work for which you are being employed comes to an end before the aforementioned period, this contract shall be co- terminus with the aforementioned project/work. At the end of the above referred period, the contract will stand terminated automatically without any notice or communication to you, unless they are explicitly extended by us by a letter in writing.

2. Notwithstanding anything above, depending upon the aforementioned project/work, the Company reserves its right to extend your temporary appointment for such period or periods as may be necessary depending upon the exigencies relatable to the work for which you are hereby engaged. In that event, the Company shall in writing extend your temporary assignment on the terms as may be indicated in such letter and in the event of your acceptance of such extension of the assignment you shall be governed by such terms and conditions as may be indicated therein.

3. During the period of fixed contract, your services could be deputed at the sole discretion of the Management to any of our clients company or locations to do work pertaining to or incidental to the clients business.

4. Details of your salary break up with components is as per the Annexure 1.

5. Provident Fund will be remitted as per law, applicable from time to time.It's the employees responsibility to update the nomination directly into the PF portal and Randstad does not hold any responsibility on it In case, you are eligible for ABRY scheme, the applicable PF employee contribution will be refunded post availing benefit

6. You will be covered under a Medical Insurance upto 100000 per annum and Group Accident Insurance Scheme of 300000 & Group Terms Life Insurance of 0. This policy will come into effect after 30 days of your joining the company.

7. You will be eligible for leave as per the clients company policy,during the period of your contract of employment.

8. You will be entitled to all other statutory benefits wherever applicable during the fixed period of contract.

9. You are advised to read and understand Randstad Health & Safety Policy for deputees (Annexure 2) and comply with relevant policies that are in practice at Sigma Aldrich Chemicals Private Limited. Adherence to the stated and relevant policies is a condition of employment with Randstad. In the event you are found to be non-compliant of any of the applicable policies, Randstad reserves the right to take necessary action against you.

10. This contract shall be terminable by either party giving 30 days notice in writing or salary in lieu of notice, to the other.

11. At Randstad your privacy is important to us. By submitting your personal information,you have agreed and consented to Randstads processing of your personal information for the intended purposes of employment opportunities. Please note that your involvement in any violation of data protection laws or causing data breach would result in disciplinary action, which can lead to immediate termination and withholding of your pecuniary benefits.

We are consciously endeavoring to build an atmosphere of trust, openness, responsiveness, autonomy and growth among all members of the Randstad family. As a new entrant, we would like you to wholeheartedly contribute in this process.

AISSMS COLLEGE OF ENGINEERING * PUNE *

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in

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As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return to us. In the event of not receiving a signed copy of this letter from you, this letter will be deemed to have been accepted by you upon the receipt of the following month's salary

Wishing you the very best!
Yours truly,

For Randstad India Pvt Ltd.

Authorized Signatory
Balakrishnan S
Head - HRSSC

Acceptance:

I Sarthak Rajesh Lohar have read and hereby accept the above mentioned terms and conditions

Signature : 2344528

Date : 05-09-2022 10:59:19

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
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AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

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Mr. Sarthak Rajesh Lohar,
Empcode -1583484

Date: 05-09-2022

DEPUTATION LETTER

Further to clause 3 of your letter of employment, we are pleased to advise you that your services are being deputed to Sigma Aldrich Chemicals Private Limited with effect from 22-08-2022 at their BANGALORE office. The terms and conditions of your deputation will be as follows:

1. You will, with effect from 22-08-2022, be required to work at our clients office/ premises at any of their locations.
2. During the tenure of the deputation, you will continue to be an employee of Randstad.
3. In the day to day functioning or carrying out all responsibilities, you will receive instructions from Sigma Aldrich Chemicals Private Limited and will undertake to abide by any suggestions, etc. given by any assigned person(s).
4. You shall also abide by any training that may be offered to you by Sigma Aldrich Chemicals Private Limited.
5. You shall be bound to follow the working hours of Sigma Aldrich Chemicals Private Limited.
6. You shall take care not to disclose confidential information / trade secrets, etc that you may come across in the course of your responsibilities to anyone outside Sigma Aldrich Chemicals Private Limited and use such information only in connection with the service provided to Sigma Aldrich Chemicals Private Limited.
7. You shall at no point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against Sigma Aldrich Chemicals Private Limited.This arrangement is purely a contractual agreement between Randstad and Sigma Aldrich Chemicals Private Limited for the time specified.
8. You shall not engage in any act subversive of discipline in the course of your duty/ies in the property of Sigma Aldrich Chemicals Private Limited or outside, and if you were at any time found indulging in such act/s, we reserve the right to initiate disciplinary action as is deemed fit, against you.
9. You shall be responsible for protecting the property of Sigma Aldrich Chemicals Private Limited entrusted to you in the due discharge of your duties and shall indemnify Sigma Aldrich Chemicals Private Limited when there is a loss of any kind to the said property.

All the other terms and conditions of your employment remain unchanged.
As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return to us. In the event of not receiving a signed copy of this letter from you, this letter will be deemed to have been accepted by you upon the receipt of the following month's salary

Yours truly,
For Randstad India Pvt Ltd.

Authorized Signatory
Balakrishnan S
Head - HRSSC

I, Sarthak Rajesh Lohar have read and hereby accept the above mentioned terms and conditions

Signature : 2344528

Date : 05-09-2022 10:59:19

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AISSMS COLLEGE OF ENGINEERING Pune

Head of Department
Production Engineering
AISSMS COE, PUNE 1

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Schedule A

Assignment Details of Sarthak Rajesh Lohar

Name	**Sarthak Rajesh Lohar**
Client Name	Sigma Aldrich Chemicals Private Limited
Place of Deputed	BANGALORE
Designation	Intern - Trainee
Start date of Assignment	22-08-2022
End date of Assignment	21-08-2023

Annexure 1:Salary Break - Up Details

Component	Monthly	Yearly
Basic	15,000.00	180,000.00
House Rent Allowance	3,903.00	46,836.00
Statutory Bonus	1,250.00	15,000.00
Gross Salary	20,153.00	241,836.00
Employer's Contribution to ESI	655.00	7,860.00
Employer's Contribution to EPF	1,800.00	21,600.00
Insurance	575.00	6,900.00
EDLI	75.00	900.00
PFADMIN	75.00	900.00
CTC (Cost to the company)	23,333.00	279,996.00
Employee's Contribution to EPF	1,800.00	21,600.00
Employee's Contribution to ESI	152.00	1,824.00
Total Deduction	1,952.00	23,424.00
Net-Take Home	18,201.00	218,412.00

* Income tax, Professional Tax and LWF as applicable will be deducted. All taxes will be deducted as applicable by law.
* Your salary is strictly confidential.

For Randstad India Pvt Ltd.

Authorized Signatory
Balakrishnan S
Head - HRSSC

Accepted By

2344528

Sarthak Rajesh Lohar

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General Terms & Conditions

1. You will have to provide signed copies of all documents and forms in the joining kit including the signed appointment letter to Randstad India Private Ltd. (RIPL) within a period of 30 days from your date of joining. The documents can be either couriered or handed over in person at the designated RIPL offices. You will not be eligible for payroll in the subsequent months if these documents are not received within the 30 day period from your date of joining.

2. RIPL is working towards having a safe transaction mode for all payments and follows the practice of remitting salary, reimbursement, F&F and other payments directly to your designated bank account. You are required hereby to confirm your acceptance of the same and provide your Bank Account details with proof (cancelled cheque or copy of bank pass book or bank statement) within 15 days of the date of joining to RIPL personnel at the designated RIPL offices or send an e-mail with scanned copy of the proofs mentioned to flexicare@randstad.in mentioning "bank account details" in the subject line of the mail.

3. You will have to provide your PAN card details within 15 days of your date of joining
   a. In case, you dont have a PAN card, you will have to apply and provide the acknowledgement copy within 15 days from the date of joining.

   b. In case you do not provide PAN card details and your income falls under the taxable limits, you will be paid your monthly salary after deduction of taxes as per the existing tax laws.

4. Your pay slips will be available online for viewing, downloading and printing. This is a digitally generated document and does not require a physical signature for verification. The pay slip will be available at the end of first week of the month and will be deemed to have been received and accepted by you. For any clarifications or queries, regarding the same you can send an email to flexicare@randstad.in referencing your RIPL employee ID.

5. In case of any reimbursable components in your salary structure, you will be required to submit necessary proofs of paymentsand bills for the same, failing which the payments will be made after deduction of appropriate taxes.

6. If you are eligible for ESIC benefits and have an existing ESIC number, please inform in advance through the ESIC nomination form in your joining kit to retain the existing ESIC number. For PF transfer from an existing PF account, you will need to fill and submit the PF transfer form in your joining kit.

7. RIPL does not accepts or retain any original certificates/ documents pertaining to your educational and other qualifications. You may be required to produce the same for verification purposes only, if requested by authorized RIPL personnel.

8. You will have to complete all the exit formalities and hand over any assets including but not limited to ID cards, laptops, mobiles, etc. in your custody before your Last Working Day (LWD) in the organization. Your Full & Final Settlement (F&F) will be completed only if the exit formalities are done on time, which shall not exceed 45 days.

9. Your F&F settlement amount will be transferred to the bank account used for your salary transactions. In case, there are dues to be recovered from you in the F&F settlement, you will be issued your relieving letter and experience letters only on clearance of these dues.

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As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return to us. In the event of not receiving a signed copy of this letter from you, this letter will be deemed to have been accepted by you upon the receipt of the following month's salary
Yours truly,

For Randstad India Pvt Ltd.

Authorized Signatory
Balakrishnan S
Head - HRSSC

I, Sarthak Rajesh Lohar have read and hereby accept the above mentioned terms and conditions

Signature : 2344528

Date : 05-09-2022 10:59:19

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Annexure 2: HEALTH AND SAFETY POLICY

1. Introduction

Randstad recognizes people as its most important asset and is committed to ensuring safe and healthy work environment for all its employees and people visiting its premises. Randstads Corporate Policy necessitates a specific Health & Safety Policy for its outsourced employees. Given that our EWs a redeputed to various client sites, where each clients Health & Safety Policy would be different, it is our commitment to ensure that our EWs have safe working conditions, where risks if any, are well managed and our clients treat all our EWs as they would treat their direct employees in matters of health & safety.

This document is to be read and thoroughly understood by all Randstad EWs at the time of joining an assignment; it requires them to be aware of the policy and our recommendations for safe working practices.

We assure that we will not depute an EW to a client site, which causes an Occupational Hazard or risk to Health. We will only work with clients who are aligned to our Health & Safety Policy for EWs. Additionally, we advise our EWs and employees to bring to our notice, situations that an EW might encounter and could be a potential health & safety issue.

We also ask our EWs not to endanger themselves or their colleagues at work by violating any safety rules, and to comply with work place instructions besides ensuring that they wear Personal Protective Equipment where advised. Our EWs are asked not to interfere with or misuse anything provided for their safety, health and welfare. This is a condition of employment with Randstad. Management reviews will be held each year to review implementation of this policy and draw upon further improvements for the following year. These improvements will include the policy itself and the associated business processes to attain objective of this policy.

2. Health & Safety Policy

Health & Safety in the work place is every ones responsibility. Randstad regards promotion of Health & Safety measures as a mutual objective for the management and employees, including deputed employees. Randstad has factored in statutory requirements while arriving at this Health & Safety Policy.

General Safety

1. Ensure that you are aware of your own responsibilities in respect of relevant health, safety and environmental matters.
2. Follow instructions the way it is meant to be. Use entries and exits, lifts in the manner it is meant to be.
3. Ensure you have your EW ID card on your person at all times with your photograph, Randstad contact details and Nos. displayed in a clear manner.
4. If you have a visitor, ensure your visitor signs in and receives a security pass. Do not take your visitor into the client premises without permission.
5. You will not enter your work premises while under the influence of alcohol, drugs or any substance which may endanger your health or safety and/or that of any other person.
6. Beware of fact that many things which may be obvious get overlooked while working. Thus, appropriate care and concentration is required at work to ensure general safety.

Fire Safety

1. Ensure familiarity with the fire safety procedures in work place. Most organizations have fire safety training as a statutory requirement. Ensure you attend the same, after seeking necessary permission from your reporting manager.
2. Understand different kinds of fire fighting equipments installed at your work place.
3. Please become familiar to the sound of the fire alarm and know the emergency/fire exits. These are not normal entry/exits. These exits are signed with the statutory fire exit signs.
4. Attend fire drill if any at your work place and undergo evacuation training.
5. Avoid taking personal risks; do not try to tackle fire on your own.

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Accident & First Aid

Familiarize yourself with the First Aid arrangements at your work place. Do not leave vehicles or items relating to your work in places other than that which is designated. This will help prevent accidents.

1. Follow rules on speed limit and wearing safety gear as is prescribed at the work environment that you are at.
2. If your office premises require you to wear a helmet while entering or exiting, comply with the same.
3. In the event of an accident, do not handle it on your own; follow procedures that you may have been trained in; inform the facilities manager or emergency numbers provided.
4. Understand accident report procedures at your work site.
5. Always let someone know, where you are going and your expected time of return.
6. If your office premises require you to wear a helmet while entering or exiting, comply with the same.

As a Randstad EW, you have the right to:

1. Work in places where all the risks to your health and safety are properly controlled.
2. If your office premises require you to wear a helmet while entering or exiting, comply with the same.
3. To stop working and leave the area if you think you are in danger.
4. To inform your employer about health and safety issues or concerns.

Recommendations for Common Safe Working Practices

1. Do not smoke in areas prohibited.
2. Do not overload electrical outlets.
3. Do not expose electric conduits/plugs/sockets to water.
4. If your work requires you to lift weight frequently, understand load management procedures at work.
5. Do not operate machinery unless you have been trained and authorized to do so.
6. Never throw anything from any height.
7. If you use tools as part of your work use only the right and authorized tools.
8. Report any Health and Safety incidents whether they result in injury or not to your respective Randstad anchor.
9. Cooperate in the investigation of accidents with the objective of introducing measures to prevent recurrence.

For Randstad India Pvt Ltd.

Authorized Signatory
Balakrishnan S
Head - HRSSC

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CODE OF CONDUCT

This Code of Conduct describes and summarizes the standards of business conduct for Randstad and also highlights the importance of ethical value in conducting the business affairs of Randstad.

Randstad would also review all applicable Randstad policies and procedures from time to time. This Code of Conduct is subject to modification. It maybe updated as and when needed and the employee hereby agrees to accept the terms of such revised documents.

The Employees of Randstad are expected to act in accordance with the highest standards of personal and professional integrity, honesty and ethical conduct. The honest conduct would be a conduct that is free from fraud or deception. Interactions with the clients, candidates, co-employees and any other individual shall be conducted in accordance with the standards mentioned.

It is the policy of the Company to conduct all of its business in an honest and ethical manner. In doing business anywhere in the world, neither the Company nor any employee or an entity associated with the Company shall offer, pay, promise, authorise or receive any bribe or other illicit payment or benefit in violation of any of the Anti-corruption Laws of the Country or the anti-corruption laws of any other nation in which the Company does business or renders services. This shall form part of the Company's Code of Conduct and Business Ethics.

The Employee agrees that he/she shall devote his/her full attention to the activities of Randstad and shall not, either during the term of the Employment or for a period of six months thereafter, take up employment with any company that is engaging in or himself/ herself enter into any business that is identical or similar to, the business carried on by Randstad. The Employee further agrees that at any time during the subsistence of the Employment or for a period of six months subsequent thereto, the Employee shall not offer employment or consultancy or otherwise solicit the Employees of Randstad to work with him/her or any employer where he or she is employed.

It is not practical and possible to list all situations in which conflict of interest may arise, however, following examples of situations, which may constitute a conflict of interest, are provided for your perception regarding the nature and scope of the term a conflict of interest:

1. Engaging in any activity that interferes with your performance or responsibilities to Randstad
2. Accepting simultaneous employment with a Randstad supplier, customer, developer or competitor or taking part in any activity that enhances or supports a competitor's position
3. Conducting the business of Randstad with relative or with a business in which a relative is associated in any significant role
4. Accepting any offer, payment, promise to pay, or authorisation to pay any money, gift or anything of value from customers, vendors, consultants, etc. that is perceived as intended, directly or indirectly, to influence any business decision, any act or failure to act, any commitment of fraud, or opportunity for the commission of any fraud.
5. Competing, directly or indirectly, with Randstad for the purchase or sale of the property, products, services or other interest This Code of Conduct is part of the Corporate Governance of Randstad which extends equal opportunities to men and women at work, adhering to all legal compliances. Randstad's policy of transparency among employees are enabled through various HR practices including appraisals and performance evaluation, with adequate health and safety policies in place protecting the employee and the environment with a spirit of working together for the National interest.
6. You will be eligible for leave as per the client's company policy,during the period of your contract of employment.
7. You will be entitled to all other statutory benefits wherever applicable during the fixed period of contract.

Protection Of Confidential Information

All confidential information must be used for the purposes of Randstad. All Employees of Randstad must protect and respect the Intellectual property rights including the intellectual property rights of the clients of Randstad. Any violation of the intellectual property rights of any of the third parties in the capacity of a employee of Randstad shall be treated as illegal and shall be subject to legal action. The obligation to safeguard the proprietary and confidential information continues to exist even after leaving the employment of Randstad. Each of the Employees has liability to return all corporate confidential information in possession while leaving Randstad. They shall not be destroyed by any employee even while leaving Randstad, which shall amount to infringement of the Intellectual property rights of Randstad.

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Protection And Use Of Randstad's Assets

All Employees are responsible for protecting and for appropriate use of the assets of Randstad. The Employees must safeguard the assets of Randstad against loss, damage, misuse or theft. Any violation of this aspect of the code will subject to the disciplinary action up to and including termination of the employment or business relationship. The assets of Randstad including vehicles, spares and supplies, equipments, stationery, funds, brand and logo of Randstad, hardware and software and all other electronic communication devices, must be utilized in legal, ethical and appropriate manner. Unauthorised usage of Randstads assets to deal with any illegal transaction shall be subject to legal action.

Protection And Use of the Client's Assets

All Employees are responsible for protecting and for appropriate use of the assets of the client where the Employee is stationed. The Employees must safeguard the assets of the client against loss, damage, misuse or theft. The assets of the Client including vehicles, spares and supplies, equipments, stationery, funds, brand and logo of the Client, hardware & software and all other electronic communication devices, must be utilised in legal, ethical and appropriate manner. Further, the Employee shall refrain from any unauthorised use, access, disclosure, alteration and/ destruction of information systems including but not limited to CV database, CV database, client's JD/JS details, client's CTC policy and break-ups, and any other confidential information, written or oral, whether or not, specified explicitly by the Client.

Employee Developments

The Employee agrees to communicate to Randstad as promptly as practicable all Employee Developments he/she conceives or develops (either alone or jointly with others) at any time during his/her employment with Randstad and for a period of 1 [one year] thereafter for the purpose of determining Randstad's rights in such Employee Developments.

press releases

The Employee shall not put out any press or other media release or make any public announcement or statement relating in anyway to the business of the Client/Randstad, the activities of the Client/Randstad and for such other information without the prior written consent of the authorised personnel.

Disciplinary Actions

It is expected from all Employees covered under this Code of Conduct that they will adhere to the principles and rules laid down in this code. The appropriate disciplinary action will be taken against the delinquent Employee who is found to violate these principles and policies or any other policy of Randstad. The disciplinary action may include immediate termination of employment, appropriate legal action or severing of business relationship at Randstad's sole discretion. Randstad will recover any loss suffered by it due to violation of the provisions of this code by any delinquent in legal manner. All Employees are encouraged to report any suspected violation promptly.

(The Employee)
By
.....
Name
Sarthak Rajesh Lohar
Title
Intern - Trainee
Signature : 2344528
Date : 05-09-2022 10:59:19

(Randstad India Ltd.)
By
.....
Name
Balakrishnan S
Title
Head - HRSSC

Authorized Signatory

COLLEGE OF ENGINEERING PUNE AISSMS

Head of Department
Production Engineering
AISSMS COE, PUNE 1

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Non-Disclosure Agreement

This Non-Disclosure Agreement is made and entered on this 22-08-2022 day of 2022 at BANGALORE by Mr/Ms Sarthak Rajesh Lohar Son/Daughter of Rajesh Raghunath Lohar aged about 22 years and residing at at. wani ali, Shrivardhan Shriwardhan,Raigarh, Shrivardhan,402110 hereinafter referred to as employee.

To
Randstad India Ltd. a company incorporated under the Companies Act, 1956 and having its registered office at Old No.5&5A, No.9, Pycrofts Garden Road, Nungambakkam, Chennai - 600 006, Ph: 044-6622 7000

WHERE AS
Randstad India Ltd. is a subsidiary of Randstad Holding NV, Netherlands and includes its other subsidiaries like Randstad Executive Search Ltd, Minvesta Infotech Ltd in India and such other Foreign Subsidiaries across the globe. This NDA is intended to maintain the confidentiality of all such confidential information available to all the EMPLOYEES of the Group. Essentially this NDA applies to whichever Group of Company, the EMPLOYEE is employed with, irrespective of his/her employment in maintaining the confidentiality of the available confidential information.

In the above context, the Group Company which has employed the Employee shall hereinafter be construed as "Company", which expression shall include the group companies within the context and meaning of this NDA agreement to maintain the confidentiality by the Employee. This expression shall hold good for the purpose of this NDA only and not in any other context of interpretation.

WHERE AS

1. The Company has offered and the Employee has agreed to take up employment with the Company under the terms and conditions set out in the letter of Appointment the ("Employment Agreement").

2. In accordance with the terms of the Employment Letter, the Employee hereby executes this Non-Disclosure Agreement with regard to the confidential information and the competition obligations of the Employee.

NOW THE PARTIES AGREE AS FOLLOWS
For the purpose of this Agreement, the term "Confidential Information" shall mean and include any and all tangible expression of information including all written or oral disclosures made by the Company to the Employee, provided to the Employee by the Company or parent, subsidiary, group company or customer of the Company or otherwise received by the Employee in the course of his/her employment with the Company or any intellectual property belonging to the Company, and shall specifically include, without limitation, pricing, methods, processes, financial data, technical data, lists, products, trade secrets, know-how, photographs, plans, notes, renderings, journals, notebooks, computer programs, computer readable video, audio or sound files, and samples relating thereto as well as any confidential or proprietary information owned by any other person or entity and furnished by such person or entity pursuant to an undertaking to maintain the same in confidence.

The Employee agrees that he/she shall, at all times, during the term of his/her employment with the Company hold the Confidential Information in trust for the Company and shall not in any manner use, transfer, publish, disclose, or report the Confidential Information directly or indirectly, except to other Employees of the Company or to authorised third parties as may be necessary in the ordinary course of the duties of the Employee for the Company or otherwise as directed by the Company.

The Employee represents that his/her performance of the terms of this Agreement and his employment with the Company does not and will not breach any agreement to keep in confidence information previously acquired by him/her in confidence from any third-party. The Employee represents that he has not entered into, and agrees not to enter into, any agreement in conflict with this Agreement or which in any way prohibits his performance of or restricts his ability to perform his obligations under this Agreement. The Employee has not brought, and agrees he/she will not bring, with him/her to the Company for use in his/her employment with the Company any materials or documents of a former employer or any other person or entity for whom he/she has provided services (paid or unpaid) that are not generally available to the public unless he/she has obtained express written authorisation from the former employer or other person or entity for whom he/she has provided such services for their possession and use.

The Employee agrees that if his/her employment is terminated at any time during or at the end of the probationary period as provided in the Employment Letter, the provisions of this Agreement shall continue to remain binding on the Employee.

The Employee agrees that he/she shall not for a period of three years from the date of termination of the Employment Letter, directly or indirectly, disclose, transfer, or use any Confidential Information, except with the prior written consent of the Company or except, in accordance with the provisions of Clause 6 hereunder, when so required pursuant to a valid and subsisting order of a court or other judicial, quasi-judicial or government body.

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If the Employee is required, either during his/her employment or at any time within the three-year period specified in Clause 5 above, to disclose Confidential Information pursuant to a valid and subsisting order of a court or other judicial, quasi judicial or government body, the Employee shall, forthwith, upon receiving notice of the requirement of such disclosure, give adequate notice to the Company thereof so as to allow the Company a reasonable opportunity to limit such disclosure. In any event the Employee, in making such disclosure shall only disclose such information as maybe absolutely necessary and only to the extent expressly required by the court or other judicial, quasi judicial or government body.

The absence of any marking or statement that a particular item of information is Confidential Information shall not affect its status as Confidential Information.The Employee shall bear the burden of proving that, that information is not Confidential Information.

All notes, proposals, documents, data, floppy disc(s), zip drives, tapes, reference items, sketches, drawings, memoranda, records, and other materials and media in any way containing any Confidential Information or related to the Confidential Information or otherwise to the Company's business shall belong exclusively to the Company. The Employee shall make copies of such material only if absolutely necessary in the course of the Employee's employment with the Company or otherwise for the benefit of the Company. The Employee hereby undertakes to return to the Company all copies of such materials in the Employee's possession or under the Employee's control at the request of the Company or, in the absence of such a request, upon the expiry of the terms of this Agreement.

The Employee represents and warrants that the performance by him/her of all of the terms of this Agreement and any services to be rendered by him/her as an Employee of the Company do not and will not breach any fiduciary or other duty, covenant, or agreement relating to any proprietary information, knowledge of data acquired by the Employee in confidence, trust, or otherwise, prior to the Employee's employment by the Company to which the Employee is a party or by the terms of which the Employee may be bound. The Employee covenants that he/she shall not, during his/her employment with the Company do any act or deed which conflicts with the provisions of any prior contract or agreement. The Employee further

covenants and agrees not to enter into any agreement or understanding, either written or oral, in conflict with the provisions of this Agreement. The Employee shall promptly disclose to the Company and assign in favour of the Company in such form and manner as the Company may reasonably require all

1. inventions (whether patentable or not, and whether or not patent protection has been applied for or granted), improvements, developments, discoveries, proprietary information, trade marks, trade names, logos, art work, slogans, know-how, processes, source code, application development, designs (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 therefore), and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages whether now existing or subsequently developed by the Employee ("Employee Developments") and

2. such information and data pertaining to the business, operations, personnel, activities, financial affairs, and other information relating to the Company and its customers, suppliers, Employees and other persons having business dealings with the Company as maybe reasonably required for the Company to operate its business ("Proprietary Information"). It is understood that the Employee Developments and the Proprietary Information is proprietary in nature and shall be for the exclusive use and benefit of the Company, shall be and remain the property of the Company both during the term of employment with the Company and thereafter and shall be held in trust by the Employee for the sole right and benefit of the Company. If so requested by the Company, the Employee shall execute and deliver to the Company any instrument as the Company may reasonably request to effectuate the assignment of any such Employee Developments or Proprietary Information to the Company or to otherwise evidence, establish, maintain or protect the Company's right, title and interest thereto. Without limiting the generality of the foregoing, the Employee hereby releases and waives and assigns to the Company any and all claims and rights which he/she has against the Company in respect of the Employee Developments, including without limitations, technology, know-how, licences or other proprietary rights or processes of the Company.

The Employee agrees to communicate to the Company as promptly as practicable all Employee Developments he/she conceives or develops (either alone or jointly with others) at any time during his/her employment with the Company and for a period of [one year] thereafter for the purpose of determining the Company's rights in such Employee Developments. During the term of his/her employment and thereafter, the Employee will assist the Company and/or its nominees or assigns (without charge but at no expense to Employee) in every lawful way to obtain, maintain and enforce any and all intellectual property rights and protections relating to all Employee Developments, including by executing relevant documents. Employee hereby irrevocably designates and appoints the Company and its duly authorised officers and agents as his/her agent and attorney in fact to execute and file any and all applications and other necessary documents and to do all other lawfully permitted acts to further the prosecution, issuance or enforcement of patents, copyrights, trade secrets and similar protections related to such Employee Developments with the same legal force and effect as if the Employee had executed them himself/herself.



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The Employee agrees that he/she shall devote his/her full attention to the activities of the Company and shall not, either during the term of the Employment Letter or for a period of six months thereafter, take up employment with any company that is engaging in or himself/ herself enter into any business that is identical or similar to, the business carried on by the Company. The Employee further agrees that at any time during the subsistence of the Employment Letter or for a period of six months subsequent thereto the Employee shall not offer employment or consultancy or otherwise solicit the Employees of the Company to work with the Employee or any employer of the Employee.

The breach alleged or otherwise, by the Company of any obligation arising or in any manner owed by the Company to the Employee shall not affect the validity or enforceability of the Employee's covenants/obligations set forth in this Agreement.

The Employee understands that the Company shall suffer irreparable harm and injury in the event the Employee breaches any of its covenants/obligations under this Agreement and that money damages shall be inadequate to compensate the Company for such breach. Accordingly, in the event of any breach or threatened breach by the Employee of any of the provisions of this Agreement, the Company, shall in addition to and not in limitation of any other rights, remedies or damages available to the Company at law or in equity, be entitled to a temporary restraining order, preliminary injunction and permanent injunction in order to prevent or to restrain any such breach by the Employee, or by and/or all persons directly or indirectly acting for, on behalf of, or with, the Employee.

Notwithstanding anything contained in this Agreement, the obligations of the Employee and the rights of the Company arising hereunder shall be deemed to have commenced upon the date of the execution of the Employment Letter regardless of the actual date of execution of this Agreement and shall continue to remain in full force and effect and continue to be binding upon the parties until the expiry of three years from the date of termination of the Employment Letter unless the parties mutually agree to extend such confidentiality period

If any term or provision of this Agreement shall be hereafter declared by a final adjudication of any tribunal or court of competent jurisdiction to be illegal, such adjudication shall not alter the validity or enforceability of any other term or provision unless the terms and provisions so declared are expressly defined as a conditions precedent or as of the essence of this Agreement, or comprising an integral part of, or inseparable from the remainder of this Agreement.

IN WITNESS WHEREOF these presents have been executed by the parties hereto on the day and year first herein above written.

(The Employee)
By
.....
Name
Sarthak Rajesh Lohar
Title
Intern - Trainee
Signature : 2344528
Date : 05-09-2022 10:59:19

(Randstad India Ltd.)
By
.....
Name
Balakrishnan S
Title
Head - HRSSC

Authorized Signatory

AISSMS COLLEGE OF ENGINEERING * PUNE * ONE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in

Self-Declaration & Undertaking form

Name: Sarthak Rajesh Lohar
Deputee ID: 2344528
Empcode -1583484
Designation: Intern - Trainee
Service Function / Vertical :
Centre / Location : BANGALORE

Sub: Acceptance of Established policies and affiliated risks

I hereby Confirm that I have read through the Randstad and applicable client policies & procedures. I understand its implication to the fullest and hereby confirm to the fact that i would be held personally responsible for actions done, in contravention to established policies and procedure.

Signed : 2344528

Date : 05-09-2022

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Head of Department
Production Engineering
AISSMS COE, PUNE 1

Registered Office :
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Randstad House,
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Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in

Mahindra

Mahindra & Mahindra Ltd.
Mahindra Towers, Akurli Road,
Kandivali (East) Mumbai 400 101 India

www.mahindra.com

Date: 14 September 2022
Ritesh Ranasingh Kumar
B-4, Nav Gitanjali society,
41-Bhau Patil Road,, Pune
Maharashtra - 411020

Dear Ritesh,

We have pleasure in offering you appointment in Mahindra & Mahindra Ltd as a Graduate Apprentice Trainee under these provisions of the Apprentices Act, 1973 with effect from 22 September 2022.

- You will be paid a consolidated stipend of Rs. 25000/- per month throughout the period of Apprenticeship Training. Your training will be governed as per the terms and conditions set forth in the Apprentices Act, 1973.
- During this period it is expected that you will abide by the rules and procedures of the Company.

- You will undergo training for a period of twelve months. However, this training period could be curtailed or extended at the discretion of the Company. Completion of twelve months of training does not entitle you or result in automatic confirmation, unless confirmed in writing.

- So long as you are in the employment of the Company., you will, at all times, observe secrecy and confidentiality and will not divulge, disclose or make known to any unauthorized person within or outside the Company, nor will you unauthorized use any knowledge or information in respect of manufacturing, technical trade or business data (including manufacturing processes, technical know-how, customer information, business plans and like matters) which are necessarily confidential and have come to your knowledge and possession.

- You will also not remove any such information in any form whatsoever from the Company premises, nor copy or transmit the same unauthorized through any medium including social networking networks/ public sites, nor will you grant permission to assist, permit entry to, or in any manner co-operate with any unauthorized person for the purposes of accessing, obtaining, copying, transmitting or removing the above. Even after the cessation of your employment with the Company, you will not use, divulge, disclose or remove in any manner whatsoever confidential information of the type described above of which you were in possession whilst in service to the detriment of the Company.

- You will also observe all the confidentiality measures which are in existence, or which may be enforced from time to time, as well as directions as to confidentiality marked on any communication, document, electronic data storage device etc. You shall indemnify and hold Company harmless and indemnified against any damage or loss caused to the Company on account of breach of confidentiality on your part. These confidentiality provisions shall survive the separation of your employment with the Company, either by way of retirement or termination or otherwise

- You will devote your full attention exclusively to the duties entrusted to you from time to time by the Company and while in

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Head of Department
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Mahindra

service of this Company you will not work for any person or Company in any capacity either for any consideration or otherwise,nor do any private business without obtaining prior permission of the Company in writing.

- In addition to your fulfilling the requirements of secrecy and confidentiality, as specified herein, also during your employment with the Company, you shall not engage in any vocation, training, employment, consultancy, business, transaction, or any other activity, which is in conflict with the interests of the Company, in any capacity whatsoever either on your own or in association with any other individual/firm/institute/bod corporate, etc., whether for any consideration or not.

- You will assign to the Company your entire right, title and interest in any Intellectual Property Rights (IPRs for short, which term would include patents, trade-marks, copyrights, designs, whether registered or not, and all improvements thereto) that you may make, solely or jointly with others, in the course of your employment with the Company relating to any or all systems, services and products manufactured or marketed or leased or developed. You will perform all necessary acts and execute such documents in such format as may be required by the Company, without expense to you, which in the judgment of the Company or its Attorneys may be necessary or desirable to secure to the Company full right title and interest in the IPRs.

- The Company shall at all times have the right to access and monitor all e-mails created, sent I received or stored by you using Company facility and on Company's system at any time without giving you any prior notification. All such data and information shall be the property of the Company at all times.

- You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever.

- You shall, on ceasing to be the employee of the Company, forthwith return all Company properties, movable and immovable, including, without limitation,all Company information, files, reports, memoranda, software, credit cards, door and file keys, computer access codes and such other property which you received or in possession or prepared in connection with your employment with the Company.

- You will be subject to all Government Laws and Regulations in force from time to time.

- The offer of training is subject to you passing your graduation without any backlogs before the date of joining.

Please sign the duplicate copy of this letter and forward the same to us within a week's time as a token of your acceptance of the above mentioned terms and conditions of the Project.

Yours Faithfully,
For MAHINDRA & MAHINDRA LTD.

Rajeshwar Tripathi
Chief Human Resource Officer

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Head of Department
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Regd. Office: Gateway Building, Apollo Bunder, Mumbai 400 001, India

CIN: L65990MH1945PLC004558

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Production Engineering
AISSMS COE, PUNE 1

Flyers Soft

31/07/2023

SADANAND GANAPAT MARE

MAHARASHTRA

Offer Letter

With reference to the discussions that we had with you, we are pleased to appoint you for the **Backend Development Intern** with **Flyers Soft**, effective from **03rd August 2023.**

Your place of work will be **Bangalore**, but if the exigencies in the company's work so require, you may be posted at a different location(s) where we operate.

As we discussed during the interview process, you will be provided **Rs. 5000/-** per month as stipend of **3 months**. Your performance will be monitored during your intern period and on successful completion, you will be confirmed in the services of the company. Unless you are confirmed in writing, you shall not be deemed to be permanent.

All terms and conditions in this letter will be in effect from **03rd August 2023** and shall remain confidential and not be disclosed to any third party.

The terms and conditions are given in Annexure A. Please carefully read and comply with the below-mentioned 'Terms' which apply to your employment with us.

Note:
This appointment letter is subject to satisfactory professional reference checks.
This offer is valid for 7 days only from the date of the offer.

Yours sincerely,
For Flyers Soft

S. Udaykanth

UdayKanth Surabatula
Founder & CEO

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Head of Department
Production Engineering
AISSMS COE, PUNE

392, Rajiv Gandhi Salai, OMR, Perungudi, Chennai 600096

E: info@flyerssoft.com W : www.flyerssoft.com P: 044 49589025

Flyers Soft

Annexure A

Terms and conditions:

1. Probation period:

Your intern period of **3 months** starting from **03rd August 2023** until **03rd November 2023**. Your performance will be monitored during your intern period, and you will be confirmed in the services of the company. Unless you are confirmed in writing, you shall not be deemed to be permanent.

2. Leaves:

You will be entitled to **2 Sick Leaves and 1 Casual Leave** subject to approval from your reporting manager(s)/management.

3. Hours of work:

The working day shall comprise **nine (9) working hours** and a break for an hour. Depending upon the Company's requirement, the Company may increase or decrease the per day working hours without your consent. The normal working days are from Monday to Friday, and working hours will be as assigned by the supervisor.

4. Dress Code:

You are required to be dressed in Business Formals or Business Casuals on weekdays (Monday to Friday)

Men: To be dressed in full/half-sleeved, Full Trousers and Shoes.

Women: Sarees/Salwar Kameez/Business Suit.

5. Secrecy:

You shall maintain utmost secrecy regarding confidential and proprietary information related to the Company. This information includes trade secrets, technical processes, finance, and dealings with information relating to suppliers, employees, agents, distributors, and customers.

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392, Rajiv Gandhi Salai, OMR, Perungudi, Chennai 600096

E: info@flyerssoft.com W : www.flyerssoft.com P: 044 49589025

Flyers Soft

You shall not, during your employment and at all times thereafter, directly or indirectly disclose confidential information except for the sole benefit of the Company. If so, you shall be obliged or disclose by law.

6. Notice of Termination:

The Company may, at its sole discretion, permit you an early release by; if your service is being terminated by the Company on the ground of Misconduct or misdemeanor or unsatisfactory performance or as a consequence of any other disciplinary matter(s), the Company may release you on an immediate basis by the date on which Company informs you of such matter.

Acceptance:

Your signature on this document will serve to signify your acceptance of the terms and conditions contained herein,

For Flyers Soft

S. Udaykanth

UdayKanth Surabatula
Founder & CEO

Acceptance by Employee:

I accept this offer of employment on the Terms and Conditions set out above.

Employee Signature: _____

Date: _____

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392, Rajiv Gandhi Salai, OMR, Perungudi, Chennai 600096

E: info@flyerssoft.com W : www.flyerssoft.com P: 044 49589025

Tech Mahindra

Tech Mahindra Limited
Info city, Hi-tech City Layout
Madhapur, Hyderabad 500081,India
Tel: +91 40 3063 6363
Fax: +91 40 2311 7011

techmahindra.com
connect@techmahindra.com
Registered Office:
Gateway Building, Apollo Bunder
Mumbai 400001,India
CIN L64200MH1986PLC041370

Ref: 870867 /2035049/Permt

Date: 03-Mar-2022

Mr. Shaikh Ashpak Shaikh Abbasab
At Mharola Tq.Paithan
Dist. Aurangabad
Chalisgaon (MAH) - 431105
Phone No: 9730170086

Subject - Offer of Appointment

Dear **Mr. Shaikh Ashpak Shaikh Abbasab,**

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 **Test Engineer** on **U2** band, operating out of our **HYDERABAD** office. However, in the current pandemic situation, the Company hereby allows you to work from your hometown or any other place in India. However, you shall be required to report to your base location as and when required by the Company. Any travel for official work must be in strict compliance with the prevailing travel policy of the Company. While you are working from home, if you wish to travel outside India in your personal capacity, you shall inform in advance in writing to your reporting manager and Business HR SPOC. You may be permitted to travel outside India only after approval of your reporting Manager and BHR lead.

2. Your "Annual Total Cash Compensation" will be **Rs. 700,000 (Indian Rupees Seven Lakh).** 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 **21-Mar-2022** through Virtual Joining Process. 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 **Nivya Arumalla** at 9:30 AM through Virtual Joining Process to complete the joining formalities at **TECH MAHINDRA LTD, TMLW, PLOT NO. 22 - 25 & 27 TO 34, HITECH CITY LAYOUT, MADHAPUR, RANGA REDDY DISTT, TELANGANA 500081**. . You are required to submit soft copies of the original documents as per **Annexure – D** to the recruiter and HR Team respectively.

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. In case of any discrepancy in your background verification, the Company shall, in its absolute discretion, withdraw this Offer or terminate your employment with immediate effect, without any notice pay, by giving you a written notice thereof.

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More reasons to #lovetobeTechM

EMPLOYMENT OFFER LETTER

Capgemini Ref: 4900736/829182,

09/15/2021,
Shubham Musale.

Flat no 406 Nea Society Baner Pune-411021
Pune, Maharashtra
India.

Confidential

Dear Shubham Musale,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Capgemini Technology Services India Limited ('Capgemini' or 'Company') starting from 09/18/2021 (or such other date as may be communicated to you by the Company), as per details given below

A) Your current designation will be Associate Consultant/B1.

B) You will be required to work at the Company's offices in IN Pune.

C) You have to report by 8:30 am at IN Pune office, for joining formalities and contact security at the main gate for your entry pass at:

ıddress

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 585,002.00 (Rupees Five Lakh Eighty Five Thousand And Two Only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any – skill allowance payout as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

The breakup of your all-inclusive annual target compensation is as follows:



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Production Engineering
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cognizant

Ref No: 21161422

21-May-2022

Abhijit Vilas Shinde

Dear **Abhijit**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Programmer Analyst** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Pune**.

Your annual total compensation will be **INR 650,000**. This includes an annual incentive target of **INR 20,000**. This amount may vary depending on individual and company performance. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered 27 months of your experience as relevant in this offer, which will be kept up-to-date in our records.

Your appointment will be governed by the terms and conditions of employment presented in **Employment Agreement**, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **23-Jun-2022**.

Please note:

- This offer is subject to satisfactory professional reference checks
- This offer is valid for three (3) months from the date of offer. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,
For **Cognizant Technology Solutions India Private Limited ("Cognizant")**,

Ardeshir R Dastur
AVP – Talent Acquisition

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

Signature:

Date:

ALL INDIA SHRI SHIVAJI MEMORIAL SOCIETY'S COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

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Compensation and Benefits

Name: Abhijit Vilas Shinde **Designation:** Programmer Analyst

Sl. No.	Description	Monthly	Yearly
1	Basic	18375	220,500
2	HRA*	11025	132,300
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	2205	26,460
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	16845	202,140
	Annual Gross Compensation		**630,000**
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		**650,000**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**669,500**

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

- Floating medical insurance coverage
- Round-the-clock group personal accident insurance coverage
- Group term life insurance coverage
- Employees' compensation insurance benefit as per the Employee's Compensation Act
- Gratuity on separation after four (4) years and 240 calendar days of continuous service, payable as per the Payment of Gratuity Act

Leave and vacation:

- From your date of joining, you will be entitled to the following leave amounts as per your eligibility in line with statutory requirements. Leaves require manager approval in advance.

Category of Leave

- Earned Leave – 18 days
- Sick Leave – 12 days
- Casual Leave – 6 days

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit (Amendment) 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 India Leave Policy.

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AISSMS COE, PUNE 1

 # Provident Fund Wages:

For the purpose of computing contributions to the Provident Fund, Pension Fund and EDLI Scheme, "Monthly Gross Salary" as stated in "Compensation and Benefits" of this letter, excluding "Advance Statutory Bonus" and "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.

Employee State Insurance (ESI):

Eligible Wages Eligibility for ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF and ESI contribution from the monthly Gross Compensation (AGC/12) as stated in Compensation and Benefits of this letter.

Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an associate in a particular month, including any recurring (or) ad hoc special payouts during the month.

ESI contribution shall continue until the end of the contribution period (April – September and October – March), if the associate contributes for at least one month in the contribution period.

*** Flexible Benefit Plan:**

Your compensation has been structured to ensure that you can apportion components of your salary to suit your individual preferences. This plan will enable you to

1. Choose from an array of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

#* Advance Statutory Bonus is in line with the provisions of the Payment of Bonus Act

**** Incentive target:**

Your 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 pro-rated 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 the incentive is paid.

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. The Annual Gross Compensation will remain the same
- Cognizant has made this offer in good faith after expending significant time and resources during the hiring process. We hope you will join us, but recognize 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 decide not to join us after signing the offer letter, Cognizant reserves the right not to consider you for future career opportunities with 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 21-May-2022 between:

Regd Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097

Head of Department
Production Engineering
AISSMS COE, PUNE 1

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 shall, unless counter to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

Abhijit Vilas Shinde, ____(Age) ,residing at _____(hereinafter referred to as "you," "your" or "yourself," which shall, unless counter 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 honor 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 requirements. 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

COLLEGE OF ENGINEERING PUNE
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[PRAMS COE, PUNE]

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 are private, business sensitive, confidential and/or proprietary (together, "Confidential Information"). You are obliged to keep this 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 a breach. The obligations imposed upon you under this clause 4 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, 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

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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 the 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 communicated 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 accordance with any applicable laws currently in place. Any changes to be made to the above work timing 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. Shift timing may change from time to time as per any Company policy, and will be communicated to you in advance.

d) Your working hours shall be monitored by the Company through appropriate systems and processes, as updated from time to time. You are expected to comply with these processes and policies at all times.

7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference checks in line with Company 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 a 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, if your background verification report is found to be unfavorable or unsuccessful after you join the Company, the Company reserves the right to terminate your employment.

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. Code of Business Ethics
iii. Acceptable Use Policy and Social Media Policy
iv. Dress Code Policy

Additionally, you will 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 that are not

Head of Department
Production Engineering
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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 them carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines or processes, please reach out to your HR talent manager. It is your responsibility stay 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

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In order to ensure that you are fully equipped to adapt to client needs, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/training and up-skilling opportunities. 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 three (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 employment with 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, embezzlement, misappropriation, misuse or causing damage to the Company's assets/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 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

COLLEGE OF ENGINEERING PUNE
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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 4, 5, 9 and 11 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 our 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 the 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 the Company, its affiliates and their employees, contractors or clients without the 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 the 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 **Abhijit Vilas Shinde**

Ardeshir R Dastur
AVP – Talent Acquisition

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

Signature: **Date:**

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

Date: 07.09.2023

Offer Letter

Dear **Rohan Shiravanekar,**

We are pleased to extend an offer of employment to you for the position of **Sales and marketing Executive** at **BTU Technologies India Pvt.Ltd.** We were impressed with your qualifications and believe that your skills and experience will make a valuable contribution to our team.

Position: **Sales and marketing executive**

Company: **BTU Technologies India Pvt.Ltd.**

Start Date: 1.10.2023

Location: Pune

Terms and Conditions of Employment:

1. Compensation: Your starting salary will be **Rs.33, 000/-**per month. As per your performance we will increase your salary after 6 month and it depend upon your 6 months performance and commission regarding updation we will mention in your appointment letter.

2. Benefits: As an employee of BTU Technologies, you will be eligible for our comprehensive benefits package, which includes [such as health insurance.]. A detailed benefits package will be provided to you separately.

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Head of Department
Production Engineering
AISSMS COE, PUNE 1

BTU Technologies (India) Pvt. Ltd. Pune 7/9/23

3. Work Schedule: Your regular work hours will be 10:00 am to 6:00pm, [6 days of the week]. Please note that BTU Technologies India Pvt.Ltd. may require flexibility in your work schedule based on business needs.

4. Employment Type: This is a full-time position.

5. Reporting Relationship: You will report to Mr.Dilip Ambekar [Director].

6. Confidentiality and Non-Disclosure Agreement: As an employee of BTU you will be required to sign our Confidentiality and Non-Disclosure Agreement to protect the company's proprietary information.

7. Termination: Employment with BTU is at-will, which means that either you or the company may terminate the employment relationship at any time, with or without cause or notice.

BTU Technologies (India) Pvt. Ltd. 7/9/23

Thanks and Regards

HR Department

AISSMS COLLEGE OF ENGINEERING PUNE

Head of Department
Production Engineering
AISSMS COE, PUNE 1

techspawn

Date: 29 Sep 2022

HRD/TechSpawn
Alankar Bhagat
703,vastu dream
Pune
Maharashtra 412105

STRICTLY PRIVATE AND CONFIDENTIAL

Dear Alankar Bhagat,

Techspawn Solutions Pvt. Ltd. is pleased to offer you employment in the position of **Jr Software Developer** on the following terms and conditions ("Letter of Intent"). While in our employment, you will have to comply with the rules and regulations of the company from time to time, observe good behavior, live up to utmost trust and faith, be discreet and maintain confidentiality about business information and affairs.

a.) Designation : **Jr Software Developer**
b.) Date of Joining: 01 Sep 2022
c.) Location : Pune
d.) CTC : 265000

1.General:

You should note that the first six months of your employment constitute a probationary period during which we can fully assess your suitability for this role. After the successful completion of the probation period, you will be absorbed on a permanent employment basis with the Company. All other matters pertaining to your employment will be subject to Indian national and local laws as well as the rules and regulations of our company.

- For full details of your pay package please refer to "Annexure 1".
- The company reserves the right to change the salary components /allowances in the package, at its own discretion, at any time in the future.
- Salary revision will be based on your performance as per the company's performance appraisal cycle, Company's performance and growth, and similar terms and conditions.
- Your remuneration package is strictly confidential between you and the company and should not be discussed with anyone and or divulged to anyone in any matter whatsoever.

2.Submission of documents:

You are kindly requested to submit copies of the following documents on the date of joining the company:

We look forward to your joining our organization.

Sr. No.	Document	Details
1	10th standard mark cards and certificate*	Mandatory
2	12th standard mark cards and certificate*	Mandatory
3	Mark cards of graduation *and certificate	Mandatory

PUNE

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Production Engineering
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4	Diploma mark cards *and certificate (if applicable)	Mandatory
5	Relieving and Experience letter* from last organization(whichever number is greater)	Applicable for experienced candidates
6	Passport size photographs*	2 numbers
7	Driving license / PAN card */ Aadhar card / Voters ID	Mandatory

*Failure to produce these documents will entail suitable action by the company including withdrawal of employment offer.

**Originals of the above documents will be returned to you post verification.

3.Location:

Your present posting will be at Pune office, however, the company reserves the right to transfer you to any of its offices/establishments, whether now in existence or to be set up hereafter.

4.Probation Period:

You will be on probation for a period of six months during which employment with the company can be terminated by the company at any time by either giving you two months' notice. Similarly, it will be permissible for you to resign from our services to your giving the company two months' notice in writing of your intentions to do so. If you should leave the company's service without notice, you will be liable to pay to the company a sum equivalent to a monthly fixed salary or you will be liable to be sued for damages.

The probation period will be extended if it is felt necessary to do so. Upon expiry of the probation period, if you are considered satisfactory in all aspects and perform according to the Company's standards your employment will be confirmed with the Company.

You will be entitled to leave, holidays, benefits, and other allowances as applicable to your designation/role, in accordance with the rules of the company.

5.Notice Period:

As an employee of the company, you will be required to give (a) Two Months of notice OR (b) equivalent days of salary in lieu thereof, in case you decide to leave the services.

Note: The acceptance of payment in lieu of the notice period and the issue of the relieving order is solely at the company's discretion. The company holds full right to extend the notice period in case the project at hand is not completed or is in progress.No leaves are allowed during the notice period and you have to serve the required days of notice. The management reserves the right to take any legal action against you if you leave without serving the said notice period.

6.Medical Fitness:

This offer is subject to you being medically fit. You are required to maintain yourself in a state of medical/ physical/ mental fitness and ensure regular medical check-ups. Any neglect on your part in maintaining good health may render you medically unfit for the service. In such a case, the company may withdraw the employment offer or terminate your employment.

7. Rules and Regulations:

You will have to adhere as well as familiarize yourself with the company's rules and regulations as and when modified by the company from time to time.

8. Outside Employment

During your employment, you shall devote the whole of your time, attention, and ability to the business and affairs of TechSpawn Solutions Pvt Ltd. And shall use your best endeavors to promote the Company's interests. You shall not without the previous written consent of the Company be concerned or interested directly or indirectly in any way in any business other than that of TechSpawn Solutions Pvt Ltd or accept remuneration for any other employment or service whatsoever, except that you may hold shares or securities in any Company which is quoted on a recognized stock exchange or dealt in publicly.

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9. Secrecy

You shall not either during the continuance of your employment except in the proper course of duty or with the express written consent of the Company divulge or make use of any secrets or of any correspondence, accounts, Information, connections or dealings whatsoever of the Company, its subsidiaries or associated companies or of any customer, or correspondent of any of them or of any knowledge gained in relation thereto during the term of employment and shall not alter, obliterate, spoil, destroy, waste, embezzle, spend or without the express written consent of the Company take away from the custody of the Company any of the books, papers, writings, accounts, money or other property of the Company its subsidiaries or associated companies or of any customer or correspondent of any of them.

10.Termination of Employment:

Your services with the Company may be terminated by either party upon giving written notice of Two month s or salary in lieu of such notice.

The company reserves the right to terminate your services, should you be absent from work without prior notice or unable to perform your duties owing to ill health or accident, by giving you notice in writing of its intention to do so.

In breach of this appointment, addiction to drugs, disobedience, neglect of duty, or any other reason/ misconduct under the company's service rule which is detrimental to the business of the Company, you will ɔe held responsible and liable to immediate dismissal from employment.

11.Retirement:

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

12.Background Check

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

13.Other Terms and Conditions:

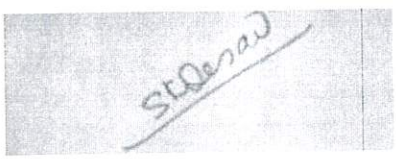
- The privileges and benefits extended can be altered or withdrawn at any time by the company.
- You will be governed according to the rules and regulations of the company as applicable to your category of employees and may change from time to time.
- This letter of offer is valid if you join on the said date of joining.

Signing this letter of offer confirms your acceptance and compliance of the terms and conditions of the offer and policies existing and modified from time to time and that you would be joining on the given date. You are required to submit a copy of this letter as a token of your acceptance.

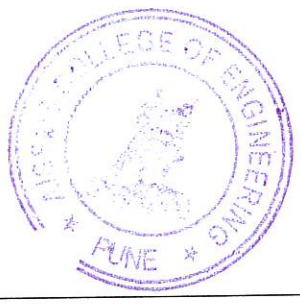
Welcome to the TechSpawn family! We wish you a rewarding career with us.

Yours sincerely,

Techspawn Solutions Private Limited,



Shrinivas Desai
Assistant Director



Head of Department
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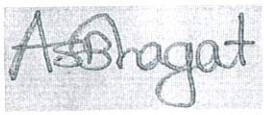
AISSMS COE, PUNE 1

I hereby declare that I have read, understood, and agree to the terms and conditions set forth in this offer letter.

Alankar Bhagat

Pune

01 Sep 2022





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5th September 2022

HRD/Sept22/06

OFFER OF EMPLOYMENT

Ashwin Ayinipully
Bramhamagri B-8, Aundh Rd,
Khadki, Pune 411020.

Dear Mr. Ashwin Ayinipully,

This refers to your application and subsequent interview / s you had with us. We are pleased to offer you the position of **"Trainee (GET)"** for a period of 12 months.

Your gross per annum compensation (inclusive of PF, Bonus/Ex-gratia & other annual benefits) will be **Rs. 4,41,600 /-** (Rupees Four Lakhs Forty-One Thousand Six Hundred only). The detailed break-up of the same is attached. (Refer Annexure)

Your appointment letter specifying the terms and conditions of employment will be given to you after you complete the joining formalities.

As per our corporate policy, you will be required to sign a non-compete confidentiality agreement at the time of your joining. You will also have to undergo a medical examination at one of our approved hospitals prior to your date of joining.

Please return the duplicate copy duly signed by you as a token of your acceptance of the offer.

This offer of employment is valid for 7 days from the date, which you have communicated as your date of joining the company. If you do not report/join within 7 days from the date which has been communicated by you to the company, then this offer of employment stands cancelled automatically.

As an organisation policy, we perform a background verification check for every new candidate. After joining our organization, you shall not engage yourself in any other job, employment, part time occupation, trade or business. (refer company's code of conduct policy at the time of joining). If any discrepancies are found in the provided data, the organisation has every right to cancel the appointment at any point of time.

Yours sincerely,
For Fleetguard Filters Pvt. Ltd.

Niranjan Kirloskar
Managing Director

Ashwin Dinesh Ayinipully

Fleetguard Filters Private Limited

Corporate Identification No. U29197MH1987PTC042672

Regd. Office: 136, Park Marina Road, Baner, Pune - 411 045 Maharashtra, India. Tel.: +91 20 6717 9111/222, +91 20 3997 0111/222
Fax: +91 20 3997 0333 | Email: marketing@fleetguard-filtrum.com | Website: www.fleetguard-filtrum.com

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Annexure

Employee Name :	Ashwin Ayinipully	
Designation / Grade :	Trainee (GET)/ TR1	
A	**Component Details**	**Amount**
Sr No	**Monthly Payables**	**In Rupees**
1	Basic Salary/Stipend	15,000.00
2	Misc. Allowance	20,000.00
Total Gross Per Month		**35,000.00**
B	**Annual payables**	
1	Employer Contribution to PF	21,600.00
CTC (A+B)		**4,41,600.00**
Benefits other than CTC		
Gratuity is payable only after completion of 5 years of continuous service (Provision as per Gratuity Act).		
Hospitalization Benefit = GPAP benefit for employee self and mediclaim coverage is provided for self and dependents.		
Standard Deductions		
Employee contribution to Provident Fund will be deducted as per applicable PF rules.		
Taxation will be governed by the Income tax rule as per applicable tax slab/s.		
****Above compensation figures are strictly confidential and should not be disclosed to anyone in the organization.**		

Ashwin Dinesh Ayinipully

Fleetguard Filters Private Limited

Corporate Identification No. U29197MH1987PTC042672

Regd. Office: 136, Park Marina Road, Baner, Pune - 411 045 Maharashtra, India. Tel.: +91 20 6717 9111/222, +91 20 3997 0111/222
Fax: +91 20 3997 0333 | Email: marketing@fleetguard-filtrum.com | Website: www.fleetguard-filtrum.com

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CYBAGE
Delivering Value Scientifically

Date: **February 14, 2022**

Letter of Offer

Dear **Siddhesh Kisan More,**

Further to your interview, we are pleased to offer you the position of **Trainee - Software Engineer** with our organization.

On joining the company, you will be on training for a minimum period of 3 months. The monthly stipend during your training period will be **Rs. 20,000/-** (including Provident Fund & deductions will be as applicable).

Subject to successful completion of the training, your employment will be confirmed as **Software Engineer.**

Please refer to the attached Annexure-1 for your salary structure and an explanation of its components.

Upon joining, you will be subject to the employee policies and practices of the Company. A summary of the present policies is included as Annexure-2 to this letter of offer for your reference. Also refer Annexure-3 for the list of documents to be submitted.

The date of joining and location will be informed to you by June, 2022.

Cybage may defer and/or cancel this offer at any time before or after your joining in case any information furnished by you is found incorrect or misleading.

We look forward to your joining Cybage at the earliest and wish you a successful career with us.

Thanking you,

Sincerely,
For Cybage Software Pvt. Ltd.

Tina Rastogi
Vice President - Human Capital Management

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ANNEXURE-1

SALARY BREAK-UP

Name:	Siddhesh Kisan More
Designation:	Software Engineer
Department:	Engineering
Primary Skill:	Fresher
Location:	Pune

No.	Components of Salary	Amount Rs. (per annum)
A	**Monthly Salary components**	
i	Basic	180,000
ii	HRA	74,040
iii	Children Education Allowance	5,100
iv	Bonus \ Ex-Gratia	37,020
v	Conveyance Allowance	55,530
vi	LTA	18,510
vii	EPF Employer's Contribution	23,400
	ANNUAL GROSS FIXED SALARY	**393,600**
B	**Major benefits**	
vii	Gratuity	8,658
viii	Insurance-Mediclaim	6,600
ix	Insurance-Term Life	1,788
	TOTAL COMPENSATION (A+B)	**410,646**
C	**Variable Pay**	**39,360**
D	**COST TO COMPANY (A+B+C)**	**450,006**

**Details mentioned in the "Explanation of terms used" section in the next page.*

Explanation of terms used:

i. **Basic**: This is the base component of the salary to which many other components are linked. This amount is fully taxable.

i. **HRA**: This amount will not be taxable if you submit appropriate rent agreement and rent receipts. Tax benefit calculation will be done on the basis of provisions of Income Tax Act, 1961.

ii. **Children Education Allowance**: This amount can be claimed as non-taxable by producing school fee receipts of your children to a maximum of Rs. 1200/- per child per year, for two children. (This can be claimed over & above deduction U/s 80 C of Rs. 150000/-)

iii. **Bonus \ Ex-Gratia:**
As per the statutory regulation, if you are covered under the payment of Bonus act, this component will be paid as "Bonus" if not this will be paid as "Ex-Gratia"

iv. **LTA**: Leave Travel Allowance is a part of your monthly gross salary. You will receive this component on a monthly basis. On submission of required travel proofs, the total amount of the bills produced or the maximum amount of LTA, whichever is less will be considered as non-taxable. In case you have not travelled, you will still receive this amount, as a taxable component of your salary. Tax benefit calculations will be done on the basis of provision and guidance under the Income Tax Act, 1961. LTA claim can be submitted for a maximum of 2 trips within India, in a block of 4 calendar years. Proof of travel viz. air/rail/bus ticket, boarding pass, toll tax receipts (in case of taxi travel), etc. should be submitted to the Finance department if the amount is not desired to be taxed. The proofs should be submitted to the Finance department within 15 days of your return from leave.

v. **Conveyance allowance**: To meet the expenditure of commute between the place of residence and office/place of duty. In cases when there is no commute to work place this allowance shall not be applicable.

vi. **Special Allowance**: This will vary as it is based on the difference between your gross salary and other components that make up the entire salary. It is a fully taxable component.

vii. **Company's contribution to Provident Fund:** This is calculated as 13.16% of all the above mentioned components (excluding HRA) or Rs. 1,80,000, whichever is lesser.

viii. **Gratuity:** This provides you a lump sum benefit upon separation after completion of 5 years of continuous service or on retirement or when deceased. The gratuity is computed as per the Payment of Gratuity Act, 1972, as: Last drawn basic salary * no. of years served * 15/26. This amount is subject to a maximum limit as may be prescribed by the Payment of Gratuity Act 1972.

ix. **Mediclaim Insurance:** As per the company policy, you are eligible for Insurance. At present the insurance cover available for Cybage employees is:

a. **Medical cover** of Rs. 2,50,000/- for employee, spouse and two dependent children. Includes maternity benefit limited to Rs. 40,000 /- for up to two children.
b. **Accident cover** of Rs. 10,00,000/-, payable to beneficiary in case of death of employee. Covers payment for medical leaves taken by employee after accident at the rate of 1% of sum insured or Rs. 10000/-, whichever lower. Does not include hospitalization cover.

The insurance aforesaid are subject to review as per Cybage policy on an annual basis.

x. **Term Life Insurance**: As per the company policy, you are eligible for Term life Insurance.
At present the insurance cover available for Cybage employees is 7 times of Annual Gross Fixed salary.
The insurance aforesaid are subject to review as per the Cybage policy on an annual basis.

xi. **Variable Salary:**
The eligibility and payment criteria of Variable pay shall be as follows:

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a. Only employees of Cybage India software Pvt. Ltd ('Cybage') shall be eligible for Variable pay, provided it is part of the salary structure of respective employee.
b. Payment of variable pay is contingent upon the Cybage's annual revenue growth for Software Services and individual's performance. It is capped up to 10% of the employee's annual gross salary.
c. Cybage's annual revenue growth for Software Services shall exclude any revenue generated through inorganic merger and acquisition.
d. Variable pay shall be prorated for the salary remitted to the employee's during the preceding financial year, ending March 31st.
e. Variable pay shall be paid to all employees who are on the payroll of Cybage and not serving notice period as of March 31st.

Income Tax: Income tax and Professional tax will be deducted at source as per the rules applicable.

The information pertaining to compensation and benefits is personal and confidential in nature. You should maintain confidentiality of your compensation details and any increment.

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ANNEXURE-2

Additional Terms and Conditions of Offer

1. Date of joining:

This offer for employment is subject to your joining and reporting to the designated Cybage office, failing which this offer will stand withdrawn. In case of such withdrawal of offer, Cybage reserves the right to re-consider or reject your employment with Cybage.

2. Training:

You shall undergo training for period of three months from your date of joining. Your confirmation shall be based on successful completion of the training, failing which the stipend shall continue. Based on your performance during the training, you may be transferred to other departments or your training may be extended or your services may be terminated. In this case the designation and salary shall change accordingly. The period of training can be extended depending on the business requirement. All confirmations after training are made only on 1st day of a month. Thus, if the due date for confirmation of an employee, as per date of joining and period of training letter falls between the 1st and 15th day (both days inclusive) of a month, the employee will be confirmed on the 1st day of the same month. However, if the due date for confirmation of an employee, as per date of joining and period of training falls between the 16th and the last day (both inclusive) of a month, the employee will be confirmed on the 1st day of the following month.

3. Work location and transfer:

Your initial location after joining will be at Cybage **Pune/Gandhinagar/Hyderabad** office. This offer is subject to your preparedness to work in any of the locations of Cybage or its affiliates. Your services are transferable and you may be assigned to any office of Cybage or an associate company.

4. Mandatory tenure of employment:

On joining Cybage, you will continue to be employed with Cybage for a minimum period of eighteen months. If you resign before expiry of the mandatory term of employment of eighteen months, you shall be liable to pay to Cybage damages equivalent to Rupees One Lakh. On joining, you will be required to sign a service agreement to this effect.

5. Background verification:

This offer for employment is subject to the satisfactory completion of your background reference check, which includes verification of your past employment details based on the documents and information furnished by you at the time of joining Cybage and verification of all other documents submitted by you as a reference for your educational qualifications or any other credentials.

In case you are unable to furnish necessary documents and information for completing your background reference check or in case you furnish any misleading information or false documents, Cybage reserves the right to terminate your employment irrespective of anything to the contrary in the Company's Policies.

6. Travel and passport:

You should possess a valid passport during your employment with Cybage. In case you do not have a valid passport at the time of joining, you should get one issued within three months from the date of joining.

7. Confidentiality and return of materials:

You will be required to maintain organizational secrecy and confidentiality with respect to information and procedures followed in Cybage. You should not disclose any information/materials that are an intellectual property of Cybage, its associate companies, or clients.
Upon resignation or termination of your employment, you will return to Cybage all papers and documents which may at that time be in your possession. This includes all type of material related to the business of Cybage or any of its associates or branches and you will not retain any copies or extracts therefrom.

8. Non-competition:

During the term of your employment with Cybage, you will not engage in any other employment, occupation, consulting, or other business activity related to the business in which Cybage is now involved or becomes involved during the term of your employment. You will not engage in any other activity that conflicts with your obligations to Cybage during the term of your employment and for one year thereafter without the prior written consent of Cybage.

9. Leaves and holidays:

You will be entitled to 13 planned leaves and 8 unplanned (pro-rata) leaves in every calendar year. The planned leaves will be credited semi-annually at the rate of 6.5 leaves. Unplanned leaves will be credited as per Company policy. The list of national holidays is declared by the HR department at the beginning of each year. Based on your date of joining, your leaves will be prorated.

10. Appraisal:

Your performance shall be assessed at regular time intervals and you shall be eligible for salary revision based on your performance and your capability as well as company's performance. Your designation may change at the discretion of the Company.

11. Dress code:

Work dress code ranges from Formal to Business Casual to Casual. Cybage's objective in establishing a dress code is to allow our employees to work comfortably in the workplace, while projecting a professional image not only to our customers, potential employees, community, and visitors but also within the organization. Since all casual clothing is not suitable for office, the dress code is specified in the employee manual to help you determine what is appropriate to wear to work. You should adhere to the dress code published in the employee manual on intranet.

You are required to wear formals on your date of joining, which is:

- **For Gentlemen:** Formal full sleeve shirts and trousers with a tie and polished formal shoes.
- **For Ladies:** Western formals, salwar-kameez or formal saris with sandals.

12. Termination and resignation:

A. Termination: Cybage reserves the right to terminate the services of an employee:

a) With or without cause by providing one month's notice or one month's salary instead of the notice.

b) Without notice in the following cases:

i. If the employee is absent or on unauthorized leave without notice in writing or without sufficient reasons for seven days or more
ii. If the employee goes on a strike or supports a strike in contravention of any law for the time being in force or
iii. The employee causes damage to the physical or intellectual property of Cybage or any of its clients/associates.

B. Resignation: For resigning from Cybage, you are required to serve a notice period as per the policy of resignation and as applicable at the time of departure. In case of a shortfall of notice period, the relieving date shall be the prerogative of the company, and shall be within the notice period. Further, the company reserves the right to recover an amount equivalent to the consolidated salary for the number of days of shortfall.

13. Rules and regulations:

You will be subject to all rules and regulations of Cybage that are in force and shall abide by them until in employment with the organization. Cybage polices are available on its intranet, which is accessible to every Cybagian, and are updated from time to time. You are expected to be aware of the company's policies and abide by them.
Cybage reserves the right to modify any or all of the above terms and conditions that shall be binding on you, from time to time.
You will be governed by the code of conduct, discipline, rules, and regulations as laid down by the Company. These can be modified and updated from time to time, and these will be deemed to form an integral part of this offer of employment.

14. Acceptance:

If the terms and conditions of this offer are acceptable to you, kindly return a duplicate of this letter of offer duly signed with your acceptance.

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ANNEXURE-3

JOINING TIME: DOCUMENT CHECKLIST

Originals and photocopies of the following documents need to be submitted on the day of joining. Non-submission of any of the documents will lead to deferment of joining formalities. Original documents will be returned after verification.

A. Educational documents:

1. 10th and 12th/Diploma mark sheets
2. Degree certificate and mark sheet (all semesters/years)
3. PG certificate and mark sheet (if applicable – for all semesters/years)
4. Any Certification mark sheet/certificate

B. Employment documents:

1. Relieving letter/resignation acceptance email/document from previous employer (Prior to Cybage)
2. Relieving and Experience letter from all past employers
3. Last 3 salary slips
4. Salary proof of fixed and variable components (appointment/increment letter)
5. Bank statement for last 3 months (if working on contract)

C. Personal documents:

1. Marriage certificate (if applicable)
2. 3 passport size photographs (with white background)
3. Passport
4. PAN (Permanent Account Number) Card
5. Aadhar Card

Before the date of joining, kindly forward the copy of your resignation letter and the acceptance of the same by your previous Employer HR to talent2join@cybage.com. You can also mail us on talent2join@cybage.com if you have any queries.

ACCEPTANCE OF OFFER

I have read the offer letter and the annexed polices. I hereby accept the offer on the aforesaid terms.

I solemnly affirm that I am not under any medication on account of any medical condition, which may adversely affect the performance of my duties in the event of my appointment pursuant to my acceptance of this offer.

I shall join duties with effect from the date mentioned hereinabove. In case of delays in joining, I shall inform the concerned authority one week in advance in writing.

Name: Siddhesh Kisan More Signature: dsmore

Date: 15/02/22 Place: Pune

it[s] VOLKSWAGEN
GROUP TECHNOLOGY SOLUTIONS INDIA

Volkswagen Group Technology Soulutions India
Ragiv Gandhi Infotech Park - Pune

020 3915 7139
Vaibhav.Kshirsagar@volkswagen.co.in

Your Reference
Your Letter from
Our Reference
Extension
Fax
E-Mail
Date

July 20, 2022

To,
Mr. Gaurav Deshmukh
Pune

Volkswagen Group Technology Solutions India Private Limited
(Formerly known as Volkswagen IT Services India Private Limited)

Embassy Techzone,
9th Floor, 1.3 Congo Building,
Rajiv Gandhi Infotech Park,
Hinjewadi – Phase II,
Pune – 411057,
Maharashtra, India

Phone: +91-20-3915 7000
www.vwits.in

CIN: U72900PN2015TC155348

Sub: Appointment Letter

Dear Gaurav,

We are pleased to inform you that you are hereby offered employment in **Volkswagen Group Technology Solutions India Pvt. Ltd**. (VWITS), herein after referred to as "Company" and required to join on or before **August 01,2022**. This offer is based on your application for employment, and our subsequent discussions and interview.

You will be employed by the Company on Grade **10** as **Software Engineer Trainee** in the VWITS at Pune location on the following terms and conditions:

Offer and Compensation Package: Your total annual remuneration (Cost to Company) will be INR. 500000 (INR Five Lakh).The detailed breakup of your remuneration is enclosed in Annexure I. All other allowances shall be as per statutory provisions and as per Company policies / guidelines/ procedures as applicable. Your salary has been fixed so as to include any overtime work if any arises. Your employment will be governed by the policies, guidelines and procedures of the Company as applicable to you from time to time; however your attention is particularly drawn to the following points:

Probation: You will be on probation for a period of six months from the date of your joining our company. During this period your performance will be subject to review by the management. In case your performance is not found satisfactory your probation period could be extended by another period not exceeding three months, or your services could be dispensed with at the sole discretion of the management.

INTERNAL

Duties: You shall perform all tasks and duties as assigned to you by your supervisor / supervisors. You shall also undertake to do all duties and tasks including the work ancillary and incidental to your duties.

Place of work: This offer of employment is specific for 'Volkswagen Group Technology Solution India Pvt. Ltd.', and your work location will be at Embassy Techzone, Congo Building, "A" Wing, 9th Floor, Phase II, Hinjewadi, Pune - 411 057. On acceptance of this Appointment letter, you shall agree to follow the rules and regulations pertaining to the work place unit and all legal compliances as applicable, which shall be duly communicated to you from time to time.

You undertake to devote your time and attention exclusively to the activities and assignments entrusted to you by your superiors pertaining to the SEZ unit. Under no circumstances you shall directly or indirectly engage in any activity or employment which is outside the SEZ unit unrelated to the business of the company. However, you shall be permitted to participate in training programs for development of your skills and knowledge even though such programs are conducted outside the SEZ notified area.

Improvements: You understand the unique nature of the industry and the market conditions in which the Company is operating. Continuous upgradation of the product(s) and the processes, product designs, services provided etc. are being undertaken continuously and you shall participate and co-operate to implement and abide by such changes as incorporated by the Company from time to time.

Improvements and intellectual property rights: All associates who, during the period of their employment with the Company shall make any invention, improvement or technical modification ("improvement") relating to the products or the manufacturing process produced or used within the Company, shall immediately send a written report with their proposal to the Company, enclosing all relevant documentation. The Company shall inform the associate within 3 months whether it will accept the improvement he / she proposed or not. In case the Company should not accept the respective improvement, the associate shall be entitled to offer such improvement to a third person subject to prior approval by the Company in writing. The Company shall obtain the

INTERNAL

exclusive and unlimited right to make use of all works that may be subject to copyright law and are the result of any activities carried out within the framework of employment by the Company, including but not limited to improvements which are the result of planning, engineering, technical development and the use of computer programs. The conditions under which such rights of utilization are transferred to the Company shall be the subject of agreements.

These provisions shall not be affected by termination of employment at the Company by either of the parties i.e. employer or associate in accordance with terms of employment conditions or statutory right.

Whole time employment: You are employed as a full time associate and you shall not undertake any job or employment or enter into any business independently and / or in association with any competitor of the Company and its business directly or indirectly and / or also not to advise or render consultancy services of any kind and any manner to the competitor of company during your services with Volkswagen Group Technology Solution India Pvt. Ltd., failing which you shall be liable to pay liquidated damages as determined by the Company at its sole discretion and you hereby authorize the Company to deduct the said amount from your legal dues resulting from separation. In case the dues are insufficient you shall be required to make good the balance amount within 30 days of separation or from the date the notice is issued to you by the Company.

Transfers: Your services are transferable. As such you may be transferred by short notice to any existing or future department / branch/ office / establishment / works/ etc. of the Company or its collaborators / associates or holding company or subsidiaries of any of these Companies in India or abroad, either existing or newly setup in future, as the case may be.

You shall abide by the rules and regulations of conduct, performance and discipline prevailing at such place of transfer. The Company shall issue such orders based on the exigencies of business and other requirements. Such transfer orders can be issued to the associate in the same grade and position or as the Company deems fit.

INTERNAL

Such transfers cannot be refused by any associate and any such refusal if not accepted by the Company may be treated as resignation by the associate.

Retirement: You shall retire on attaining the age of 60 years.

Discharge: During the probation period, in case of resignation of the employment, payment of 3 months' notice pay of Gross salary in lieu of the notice period by the associate will be applicable. Experience Letter to be shared post the below conditions are met:-

a] Proper clearance in writing has to be obtained from all concerned departments.

b] Proper handover of tasks / assignments has to be given to the respective line manager and all necessary clearances are to be obtained. All company assets need to be physically handed over by the associates in the base location on or before last working day.

The Company will also be entitled to terminate the services of associate by giving three months' notice or Gross salary in lieu thereof, unless it is a case of severe indiscipline on the part of the associate involving offences under the Indian Penal Code, in which case the cessation of employment will be immediate effect without any notice and without any compensation to the associate.

Confidentiality: Any information relating to the process, product recipes, technology, design, technical knowhow, administration methods, systems, procedures and other security arrangements of the Company, that you may acquire by being employed in the Company or during the course of your training or work should be treated as strictly confidential and you shall not disclose either by word of mouth or in writing to any outsider, in order to safe guard the interest of the Company.

Confidentiality of Compensation: The contents pertaining to the overall earnings including the annual benefits are strictly confidential. Any unauthorised leakage or passing out of the information by you within the organisation or otherwise will be viewed as a serious violation by the

Management and it may involve implications up to the immediate termination of your employment.

Compliance and Integrity: The Company encourages its associates to follow the highest standards in integrity, compliance and company values. During your employment with the Company, you shall be governed by various Company policies, procedures, rules and regulations, including amendments thereto, which are applicable to all associates. You are required to read and understand the VWITS Code of Conduct and other compliance policies and strictly adhere to their requirements and act in line with the respective legal frameworks as well as with the applicable legal standards for the specific work task of the associate. Anyone found to be in violation of the Code of Conduct or other policies or laws must expect consequences as per the nature of non-compliance.

Background Verification: The Company will conduct background checks prior to joining and post joining date on all the credentials provided by you. You expressly consent to the Company to conduct such background checks / verification. In this connection, you are required to furnish information, data and the documents. If you fail to furnish / submit the necessary information, data and documents that are required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks/ verification, the Company, in its sole discretion, reserves the right to withdraw this offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concern regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that VWITS may as per the need of the business can do more check related to your background after getting promotion or transfer.

Performance Incentive (P.I): The performance incentive will be paid annually & it will be subject to the assessment of your performance by your departmental head. The P.I can vary from 50% to 150%. The decision of the departmental head in terms of releasing the incentive will be discretionary and no argument in this regard by the associate shall be entertained by the Management.

The following may kindly be noted:

a) The above offer is made on the basis of and subject to the information provided by you in your application and during the interviews. In case at a later date it is seen that the data provided by you is Incorrect and/or misleading, then Company retains the right to withdraw this offer at any time.

b) In all cases the interpretations regarding the service rules shall be as per the Model / certified standing orders prevailing at that time.

We hope this would be a beginning of a long and successful association.

Yours sincerely,

For Volkswagen Group Technology Solutions India Pvt. Ltd.

Amit Khatri

Head – Talent Acquisition

I have read and understood the terms of this appointment letter and hereby accept the same and have affixed my signature as a token of my acceptance thereof.

(Gaurav Deshmukh)

Annexure: I

Name	**: Gaurav Deshmukh**	
Job Title	**: Software Engineer Trainee**	
Level	**: 10**	
Component	**Annual (INR)**	**Monthly (INR)**
Basic Salary	180000	15000
House Rent Allowance	27000	2250
Medical Reimbursement	15000	1250
Conveyance Allowance	19200	1600
Personal Allowance	159345	13279
Professional Attire Allowance	0	0
Children's Education Allowance	2400	342
Total Monthly Components	402945	33579
Leave Travel Allowance (LTA)*	15000	
Ex-gratia / Bonus**	15000	
Total Annual Components	30000	33579
Provident Fund (Employer Contribution)	21600	1800
Total CTC w/o PI	**454545**	
Performance Incentive (@ 100%)***	45455	
Total CTC with PI	500000	

Retiral Benefits:

1) Provident Fund: Employer's contribution towards Provident Fund will be 12% of Basic as shown in the above structure.
2) Gratuity: Gratuity as per Gratuity Act,1972

Other Benefits:

1) Group Personal Accident, Group Health Insurance & Group Term Life Insurance as per company policy.
2) Subsidized Canteen & Transportation facility as per existing policy.

Note

* Flexible & can be added to monthly Personal allowance. LTA can be maximum up to INR 1.00 Lac per annum.

** Flexible & can be converted into monthly component.

*** PI is a part of Gross CTC and varies from 50% to 150% in actual, whereas 100% has been considered in CTC.

FIS Solutions (India) Private Limited
CIN: U72200DL1993PTC330116
Upper Ground Floor to 7th Floor,
Westend Center One, Survey No. 169/1,
Sector II, Aundh, Pune 411007, INDIA
Tel.: 020-6729 1000
www.fisglobal.com

JR0161463/P/KB/12-Jul-21

To:

Gaurav Parashram Wagh,

Pune.

Subject: Offer of Employment

Dear Gaurav Parashram Wagh,

We refer to the discussions you have had with us and have pleasure in offering you employment on the following terms and conditions:

Terms and Conditions of offer:

India Title	IT Trainee
Global Title	InP - IT Trainee
Location	Full time at Pune
Probation Period	6 Months
Notice Period	75 Days
Work Hours	Regular work hours with exceptions due to business contingencies OR 24X7 Multi-shift requirements
Latest Joining Date	26th July 2021

During your employment, you will be covered under the local employment legislation in India. On joining, you will be required to complete all the joining formalities and sign the employment agreement and the Employee Non-Disclosure Agreement. The employment agreement will incorporate the terms set out below.

Salary and Benefits:

Total Fixed Pay (Monthly)	**: Rs. 38,760**
Performance Bonus	**: Rs. 34,884**
Total Compensation	**: Rs. 500,000**
Cost to Company	**: Rs. 535,332**

Quarterly Incentive Performance Plan payout will be as per the prevailing Performance Incentive Plan. The actual payout amount will be based on your individual performance as well as organizational performance. Company has different Business Units and you may be transferred within or across Business Units or across other locations of the Company based on the requirement of Company.

FIS Solutions (India) Private Limited
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Upper Ground Floor to 7th Floor,
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Sector II, Aundh, Pune 411007, INDIA
Tel.: 020-6729 1000
www.fisglobal.com

During your employment with the Company, you shall be subject to, and have to abide by, the rules and regulations stipulated by the Company. The Company may, at its discretion, modify, from time to time, the rules and regulations, as it deems fit, without notice.

Your employment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer / termination of employment.

You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.

You are requested to report on the joining date at 9:30 am at the location specified in Annexure B to complete the joining formalities.

Annexure B also contains details regarding office address, contact person at the time of joining and a brief overview of organizational policies.

Thanking You,



Amol Gupta
Regional TPO Lead – India & Philippines

*I, **Gaurav Parashram Wagh,** hereby agree to the terms and conditions stated above and will join on or before **26th July 2021**. I understand that the offer is valid only up to that date and automatically stands canceled thereafter.*

Sign: *Date:*

FIS Solutions (India) Private Limited
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Upper Ground Floor to 7th Floor,
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Sector II, Aundh, Pune 411007, INDIA
Tel.: 020-6729 1000
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ANNEXURE – A

Name	**Gaurav Parashram Wagh**
Designation	**IT Trainee**

Compensation Breakup:

ANNEXURE - Compensation and Benefits

Particulars	**Amount (PM)**	**Amount (PA)**
Basic Salary	19,380	232,560
House Rent Allowance	9,690	116,280
Flexi Benefit Plan^	7,364	88,364
Employer's contribution to Provident Fund	2,326	27,912
BASE PAY (FIXED PAY)	**38,760**	**465,116**
Performance Bonus*		34,884
TOTAL COMPENSATION (TC)		**500,000**
ANNUAL BENEFITS		
Benefit Particulars		**Amount (PA)**
Gratuity (As per payment of Gratuity Act)		11,187
Premium paid by the employer for Group Health Medical Insurance**		24,145
COST TO COMPANY (CTC)		**535,332**

* Your Performance Bonus represents the target amount (at 100% payout). Actual payouts can vary depending on performance and subject to the terms and conditions of the Incentive plan policy. Plan details are at the sole discretion of the company and subject to change.

Taxes and other statutory deductions/payments as per applicable law.

** To know your eligibilities for Group Health Medical Insurance, please refer to the policy

**You will also be covered as part of Group Term Life Insurance & Group Personal Accident policy. To know your eligibility please refer to the respective policy.

^ Please refer to FBP Policy for details

Your compensation can be restructured at any time protecting Total Compensation (TC)

All salary components are governed by the company policies and statutory guidelines

This salary sheet is strictly confidential and must not be discussed with anyone other than your Reporting Manager

September 5, 2022

PMO/MEM/12635369/2023

Omkar Gaikwad

Banglo no.24, Shivkrupa Banglo, , Sangit colony, Vani Nagar, Pipeline road Savedi,,
Ahmednagar - 414003,
Ahmednagar, India

Dear Omkar,

Subject: Offer of Employment with EdgeVerve Systems Limited

At “Edge Verve”, our purpose is to amplify human potential and create the next opportunity for people, businesses and communities. Our employees are key to realizing this. It is our continuing ambition to find and retain people who believe in our values and share our desire to build a great Company.

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you employment in the role of **Product Developer - EV** with EdgeVerve Systems Limited (the “Company”). Your Role Designation will be **123BASPDEV : Associate Product Developer - EV**. Your location of reporting is **Bangalore** , India and the scheduled date of joining the Company is **September 7, 2022.**. You shall be a part of the Finacle division within the Company.

Your Total Gross Salary will be INR **54,167** per month. Kindly refer to the compensation details sheet for specifics.

The terms & conditions of our offer are as follows:

1. Date of Commencement of Employment:

Your employment with the Company shall commence on **September 7, 2022**.

2. Location:

Your current location of employment shall be **Bangalore**. However, please note that the Company reserves the right to transfer its employees to any of its Unit (s), office(s) or of its Affiliates and/or the office of the Company’s customer (“Work Location”), other than the one an employee was initially hired to work in. For the purpose of this agreement, “Affiliate” means any entity that controls, is controlled by, or is under common control with the Company. For purpose of this agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

Accordingly, we want you to be aware that you may be transferred to another Work Location in the future depending on the Company's business requirements, and in the event thereof your remuneration and other benefits in relation thereto shall be determined in accordance with the Company's existing and future policies in that Work Location. Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the foregoing.

In the event of a transfer of your Work Location, the Company shall do its best to accommodate, solely at its own sole discretion, any requests or preferences you may have with respect to your choice of Work Location or any other matter in relation to the transfer, consistent with internal Company's policies.

3. Earned and Sick Leave:

You shall be eligible for 20 working days of earned leave annually. The earned leave eligibility shall begin in the respective quarter of your joining the Company. Please note that earned leave days shall be credited on a pro-rated basis in the first quarter of your employment.

Year / Quarter	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Number of Days	5	5	5	5	20

You will also be eligible for 5 days of sick leave. The entire sick leave eligibility shall begin at the time of your joining the company and will be credited on your date of joining the Company.

The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. All leaves will be governed by the Company's leave policy. Further details will be provided to you during the course of your employment.

4. Performance Bonus:

The Company's discretionary performance bonus is governed by various parameters viz. performance of the Company, product / platform / function / department and individual performance. The actual payout shall be determined by the Company in line with above parameters. To be eligible for the payment of this performance bonus for a given period, you should be on the rolls of the Company as on the last working day of the period under consideration. For the avoidance of doubt, the payment of and timelines of payment of performance bonus will be governed by Company's communications on performance bonus payouts. Further details will be provided to you during the course of your employment.

5. Superannuation / Superannuation Allowance:

In the event you are eligible for Superannuation / Superannuation Allowance, it shall be calculated at 15% of your Basic Salary as mentioned in the compensation details sheet of this offer. Of the amount as calculated above, a maximum amount of INR. 12,500 per month shall be contributed towards the Superannuation Fund of the Company; the balance amount shall be paid to you on a monthly basis as a part of your monthly salary. The eligibility for Superannuation shall be determined as per Company's policy and practices as notified to you during the course of your employment.

6. Health Insurance Plan - Group Health Insurance Scheme

You will be eligible to participate in the Company's group health insurance scheme, and will be covered under the standard plan of the Company. Further details will be provided to you during the course of your employment.

7. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be eligible to be covered under the Company's group life insurance scheme. A fixed monthly contribution shall be deducted every month to be eligible for coverage under this scheme. Further details will be provided to you during the course of your employment.

8. Probationary Period and Confirmation as a Permanent Employee:

The period of confirmation with the Company is six months, or such extended date as notified by the Company, from the date of joining. In the event you are currently under probation with Infosys Limited and/or its Affiliates, your probation will continue with the Company for the remaining probation period agreed with your previous Infosys group employer. If you are a confirmed employee with Infosys Limited and/or its Affiliates, you will join as a confirmed employee with the Company.

Please note that as per the existing Company policy, employees would be confirmed on the 1st day of the month succeeding the month of completion of probation period. In addition to your performance during the probationary period, your confirmation as a permanent employee is subject to your submitting the requisite documents as required by the Company. Your confirmation or probation extension shall be as per the Confirmation Policy of the Company. Ongoing employment however, is conditional upon your performance in relation to the accountabilities and level of professionalism expected of you in your role.

9. Notice Period:

During probation, you can terminate your services with one (1) month's written notice or salary thereof. Post confirmation, you can terminate your services with three (3) month's written notice or salary thereof. Similarly, during probation, the Company can terminate your services by giving one (1) months' notice or salary thereof. Post confirmation, the Company can terminate your services by giving three (3) months' notice or salary thereof. However, the Company shall not be required to give any notice period when terminating your services for misconduct. Further, where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of such period which is mutually agreed.

10. Background check:

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your employment details furnish by you including your identity, the address provided by you, your education details and details of your prior work experience, if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you expressly consent to the Company migrating employment data submitted by you or available with Infosys Limited or its Affiliates in relation to your employment for the purpose of the Company being able to regulate your employment with the Company. If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment. When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

11. Other Terms & Conditions:

In addition, you are required to mandatorily furnish a copy of your passport on the date of joining, unless you have already submitted your passport copy to your previous employer which is either Infosys Limited or its Affiliate in which case the passport copy details available with such companies shall be migrated to the Company's records and you expressly consent to such migration. In the absence of the same, you will be required to undergo a criminal background check, the cost of which will be borne by you. This check will be initiated on the date of your joining or during the course of employment.

You agree not to undertake employment, whether full-time or part-time, as the director / partner / member / employee of any other organization / entity engaged in any form of business activity without the consent of the Company. The consent may be given subject to any terms and conditions that the Company may

think fit and may be withdrawn at any time at the discretion of the Company. You will be required to claim all business related expenses and settle all dues within 30 days of incurring the expenditure. Expense claims, which are received after 30 days from the date of incurring the expenditure, will be deemed to be unauthorized. Also, any unsettled dues post the aforementioned period would be deducted from the salary. You hereby acknowledge and agree to abide by all internal policies of the Company as notified to you from time to time during the course of your employment. The same shall either be expressly provided to you or they shall be available at the Company's intranet.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your category of employees. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure I) and Confidentiality, Intellectual Property Rights (Annexure II).

You understand and accept that while participating in any social media forum(s) for either professional or personal reasons you shall act responsibly. Social media should never be used in a way that breaches any of our policies. Without being exhaustive you are prohibited from using social media to:

- post any confidential or proprietary information belonging to the company or of its customers, clients, business partners, suppliers, vendors or other stakeholders
- defame or disparage the company or its employees or Affiliates, customers, clients, business partners, suppliers, vendors or other stakeholders
- Breach any law or ethical standards

Please refer to the Company's Social Media Policy for further details. Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion and you are required to abide by all applicable policies of the Company as notified to you from time to time during the course of your employment.This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorised officer of the Company.

The contents of this offer of employment are confidential in nature and you shall not disclose any information pertaining to your terms of employment for any purpose without the prior written consent of the Company. Your confidentiality obligations created by this offer of employment shall survive termination of this offer of employment.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bengaluru, India.

As a token of your acceptance of this offer, please bring a duly signed duplicate copy of the same on the date of joining.

We welcome you to the EdgeVerve family and wish you a rewarding career over the years to come.

For EdgeVerve Systems Limited,



Rajeshwar Rao
AVP - Senior Director and Head - Talent Acquisition

I, **Omkar Gaikwad,** have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date:

Signature:

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	**Omkar Gaikwad**
ROLE	**Product Developer - EV**
ROLE DESIGNATION	**123BASPDEV : Associate Product Developer - EV**
1. MONTHLY COMPONENTS	
BASIC SALARY	16,270
BASKET OF ALLOWANCES (HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance, Miscellaneous Allowance)	31,908
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic) being paid out on a monthly basis)	3,091
MONTHLY GROSS SALARY	**51,269**

2. OTHER COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	163

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic	1,952
GRATUITY - 4.81% of Basic*	783
FIXED GROSS SALARY (1+2+3)	**54,167**

TOTAL GROSS SALARY (Inclusive of Bonus)	**54,167**

All the above benefits are as per Company's policies, which are subject to change from time to time.

*The gratuity amount set out above is an approximation. The eligibility and payment of gratuity shall be in accordance with the applicable provisions of the Payment of Gratuity Act, as amended and supplemented from time to time.

NON COMPETE AGREEMENT (Annexure I)

I, **Omkar Gaikwad,** do hereby acknowledge and confirm the following:-

(1) I am accepting employment with EdgeVerve Systems Limited ("Company"). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with the Company.

(2) I am required, on behalf of the Company, to provide services to, or solicit business from, various clients of the Company for whom I performed services as a Company employee (each such client hereinafter referred to as a "Customer").

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with the Company for any reason, I will not:

a. Accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with the Company;
b. Seek or accept any employment from a Named Competitor of the Company, if my employment with such Named Competitor would involve me having to work with a Customer of the Company with whom I had worked in the twelve (12) months immediately preceding the cessation of employment with the Company.

<u>Non-Compete Clause and Obligations upon Termination</u>

1. During the course of my employment with the Company, I undertake not to enter upon or carry on, either directly or indirectly, any activity which is similar to or in competition with the business or activities carried on by the Company.
2. I agree to return to the Company upon termination of my employment, or upon the Company's request, all tangible forms of confidential information or any other material, together with all copies thereof and extracts there from. I further agree not to make or retain any copies or extracts of any of the foregoing, and will so represent to the Company in writing upon termination of my employment or upon the Company's request.
3. Notification of new Employer: In the event that I leave the employment of EdgeVerve, I hereby grant consent to notification by EdgeVerve to my new employer about my rights and obligations under this Agreement.
4. Non Solicitation of Employees: I agree that for a period of twelve (12) months immediately following the termination of my relationship with EdgeVerve for any reason, whether with or without cause, I shall not either directly or indirectly solicit, induce, recruit or encourage any of EdgeVerve employees to leave their employment, or take away such employees, or attempt to solicit, induce, recruit, encourage or take away employees of EdgeVerve, either for myself or for any other person or entity.
5. Client and Partner Notification: In the event that my employment with the company is terminated (whether by the Company or by me), or my engagement with a particular client or partner is terminated or changed by the Company, I acknowledge and agree that the Company's management shall be solely responsible for notifying any client or partner of the Company of the fact, timing, and details of such termination or change. In addition, in the event that I have decided to terminate my employment with the Company, I agree that I will first notify the Company of my resignation before discussing it with any client or partner of the Company, and will desist from any such discussions until the Company has had a reasonable period of time in which to notify its clients and partners of the termination of my employment.

The named competitors for your stream are as follows:

1. FIS
2. Fiserv
3. Oracle
4. SAP
5. Temenos
6. Capgemini
7. International Business Machines Corporation
8. Misys

Please note that this clause applies to your area of work or domain only.

Place: Employee Signature:

Date: Employee Name: **Omkar Gaikwad**

Acknowledged by EdgeVerve Systems Limited



Rajeshwar Rao
AVP - Senior Director and Head - Talent Acquisition

Confidentiality and Intellectual Property Rights (Annexure II)

To,

EdgeVerve Systems Limited,

In consideration of

a) My employment with the Company and

b) The fact that I will have access to information and technical data which is confidential in nature; I agree as follows:

Company Intellectual Property

1. During the course of my employment with the Company, it is likely that I will come into possession of or become familiar with confidential information relating to identity, personnel, customers, vendors, their present and future requirements, pricing, terms and conditions of contracts and transactions between the customers and vendors, patents, trademarks, copyrights, inventions, prototypes, models, drawings, discoveries, concepts, trade secrets, formulas, source code, methods, plans for acquisition or assignment of products, training material, unique development/servicing/commercial methods and models, prospective customer list and systems that relate to the business of the company, its clients, partners or vendors and that are not a matter of public record, specifications, process information and other technical information used in the business and business plans of the Company. I acknowledge and agree that disclosure of such confidential information can cause serious damage, financial or otherwise, to the Company and put the Company at a serious competitive disadvantage. I hereby agree that no part of such confidential information will be disclosed by me to any person without the prior written approval of the Company. I agree to maintain strict confidentiality in respect of all such confidential information both during my employment and subsequent to my employment with the Company.

2. I further agree that all copyright, ownership and intellectual property rights in any work, including any enhancements or derivatives, of any nature carried out by me during the course of my employment with the Company shall vest with and remain with the Company, or such other person / entity as designated by the Company. I agree that I will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a work made for hire, I agree to and do hereby assign to Company all of my right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, designs and other proprietary rights. I further acknowledge and agree that the Company may, in its sole discretion, assign to third parties all such intellectual property rights.

3. I further agree that I shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by me during the course of my employment, belonging to the Company, or such other person / entity as designated by the Company. I agree to maintain strict confidentiality in respect of all such intellectual property rights both during my employment and subsequent to my employment with the Company. All intellectual property and confidential information, deemed Company's sole and exclusive property, unless warranted by work, shall not be removed from the premises without prior written consent, nor shall I make unauthorized copies of such information.

4. Both during the term of this agreement and thereafter, I agree to fully cooperate with Company in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by me under the terms of this agreement. This shall include executing, acknowledging, and delivering to the Company all documents or papers that may be requested by the Company to enable the Company or customers of the Company to create, establish, publish or protect said intellectual property rights.

5. If requested by the Company, or upon cessation of my employment with the Company, I agree to promptly return to the Company all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Company, including, but not limited to, all confidential information, all of which I recognize is the sole and exclusive property of the Company or such other person / entity as designated by the Company.

6. I shall immediately inform the Company and I undertake to maintain the confidentiality of all information pertaining to the Company, its intellectual property including methodologies, processes and know how, and its business activities and agree to be bound by any other obligations owed to the Company in respect of third parties.

7. (a) Customer Intellectual Property – During the course of my employment with the Company I may be deputed on specific project/projects of customers. I agree that during such deputation I will fully, punctually and to the satisfaction of the Company and such customers comply with the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters as may be prescribed by such customers.

   (b) I agree to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Company and at customer sites. I shall adhere to the specific security measures at customer sites unequivocally and to the satisfaction of the Company and the customer.

8. I represent and warrant to the Company that I am not a party to or otherwise bound by any agreement that may, in any way, restrict my right or ability to enter into this agreement or otherwise be employed by the Company. Additionally, I agree that I will not reveal to the Company, or otherwise utilize in my employment with the Company, any proprietary trade secrets or confidential information of any previous employer.

9. This agreement shall be binding on and shall inure to the benefit of the parties hereto, and their heirs, administrators, successors, and permitted assigns.

10. No waiver by either party of any default shall be deemed as a waiver of any prior or subsequent default of the same or other provisions of this agreement.

11. If any provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or operation of any other provision, and such invalid provision shall be deemed to be severed from the agreement.

12. This agreement and the rights and obligations hereunder are personal with respect to employee and may not be assigned by any act of employee or by operation of law. The Company shall, however, have the absolute, unfettered right to assign this agreement to a successor in interest to the Company or to the purchaser of any of the assets of the Company.

13. I agree that the Company may initiate appropriate legal action against me for the breach of any of the terms of this agreement, and to recover the costs of such legal action, including all damages and attorney's fees. The Company may also, at its discretion, terminate my employment with the Company.

14. This agreement constitutes the entire agreement, and supersedes all other previous agreements. It can only be modified by an agreement in writing and signed by the parties hereto. Notwithstanding the foregoing, those contractual obligations relating to (a) intellectual property and confidentiality signed by me with the group companies; or (b) client or vendor partners of the group companies, which survive the cessation of my employment with such group companies shall continue for the duration these obligations are enforceable.

Place: Employee Signature:

Date: Employee Name: **Omkar Gaikwad**

Acknowledged by EdgeVerve Systems Limited



Rajeshwar Rao
AVP - Senior Director and Head - Talent Acquisition

Offer Annexure for India

At the time of joining, you are requested to bring the following original certificates along with two sets of photocopies (A4 size only). These documents are also essential to obtain a Visa when you may be required in the future to go abroad on business/ work. So it would be in your interest to ensure that they are all in place at the time of joining the organization.

1. Offer letter (signed photocopy as a token of acceptance of the offer)
2. Degree / Provisional / Course completion Certificate of all College / University qualifications
3. Mark sheets of all College / University qualifications (all semesters)
4. Certificates & Mark sheets of 10th & 12th classes
5. 5 passport size photographs
6. Relieving letter from all previous employers (in case you have previous employment experience)
7. Passport (if you don't have a passport, kindly apply immediately)
8. PAN Card (PAN details are mandatory at the time of joining)
9. Four wheeler driving license (where available)
10. NSR Card else ITPIN Number
11. Aadhar Card

Under Income Tax laws, disclosure of your Permanent Account Number (PAN) to EdgeVerve Systems Limited is mandatory. Please disclose your PAN to EdgeVerve Systems Limited on the day of joining as this is required for the income tax calculation on your salary Non Availability of PAN No. attracts an Income tax at higher rates.

As per the directions of the Employees Provident Fund Organization ("EPFO") it is mandatory KYC requirement for all employees to link their Aadhaar card number with their provident fund Universal Account Number ("UAN"). Hence, to comply with the obligations under the Employees Provident Funds and Miscellaneous Provisions Act 1952 ("EPF Act") and also for availing the benefits under the EPF Act, you are required to disclose either your Aadhaar card number or the Aadhaar enrollment number as applicable, at the time of joining. Please note that EdgeVerve Systems Ltd. would not be liable for your inability to avail the benefits provided under the EPF Act due to the non-linkage of your Aadhaar card number to your UAN.

Inbox

S

Sanjeevani Kokate 14 Mar

to me, Sana, Kartiki

Hi Shravani,

Congratulations, you've been selected for "Software Developer Role" at Centiro.

Going further, we'll be needing the below documents and details:

1. Full Name
2. Contact Number
3. Father's Name
4. Current Address
5. City
6. Pin code
7. Contact Number
8. Alternate Number
9. Aadhar Number
10. PAN Card
11. Date of Birth

EMPLOYMENT OFFER LETTER

Capgemini Ref: 5643126/1248455,

03/18/2022,
Triveni Dharmraj Nagpure.

304, OLD MUMBAI - PUNE HIGHWAY, PREET APARTMENT, NEAR BAJAJ SHOWROOM, WAKADEWADI, SHIVAJI NAGAR, PUNE, PIN CODE - 411005
PUNE, Maharashtra
India.

Confidential

Dear Triveni Dharmraj Nagpure,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with **Capgemini Technology Services India Limited** (**'Capgemini '** or **'Company'**) starting from **03/22/2022** (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be **Analyst/A4**.

B) You will be required to work at the Company's offices in **Mumbai**.

C) You have to report by 8:30 am at **Mumbai** office, for joining formalities and contact security at the main gate for your entry pass at:

Address
CAPGEMINI Knowledge Park,IT 1 / IT 2, TTC Industrial Area,Thane-Belapur Road,
Airoli, Navi Mumbai, Maharashtra - 400708

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 300,002.00 (Rupees Three Lakh And Two Only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives/skill based allowance as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source and any other applicable taxes at the time of making payment.

The breakup of your all-inclusive annual target compensation is as follows:

Analyst

Total Cost to Company (CTC). **Rs.300,002.00**

Monthly Components	**Per Month**	**Annualized**
Basic	**Rs.15,000.00**	**Rs.180,000.00**
House Rent Allowance	**Rs.3,679.00**	**Rs.44,148.00**
Advance Statutory Bonus ++	**Rs.3,149.00**	**Rs.37,788.00**
Gross monthly salary	**Rs.21,828.00**	**Rs.261,936.00**
Capgemini's contribution to PF *	**Rs.1,800.00**	**Rs.21,600.00**
Gratuity (accrual only)		**Rs.8,664.00**
Total Fixed Compensation		**Rs.292,200.00**
Total Cash Compensation		**Rs.292,200.00**
Benefits		
Medical, Accident & Life Insurance Premium		**Rs.7,802.00**
Total Cost to Company		**Rs. 300,002.00**

Notes:

1. The payroll processing will be as per Company policy notified from time to time.

2. For claiming tax benefit in case of admissible allowances and reimbursements (e.g. Leave Travel Assistance, Vehicle and Driver Reimbursement etc.), you will have to submit supporting (bills) to the Company's satisfaction along with the reimbursement claim form in the prescribed format and within the timeline stipulated by the Company. The reimbursements will be processed as per the applicable Company's policies, which are subject to change without notice. The payments described above will not be further grossed up for taxes and you will be responsible for the payment of all taxes due with respect to such payments, which will be deducted at source as per the applicable law. In case of any under-withholding, you shall be responsible to pay the necessary tax and any interest/penalty thereon.

3. In cases where Permanent Account Number (PAN) is not produced, highest tax rates will apply to all amounts on which tax is deductible at source under the applicable tax law.

4. The Company reserves the right to change the compensation structure and/or the compensation components from time to time.

* Employee's contribution towards PF will be made from the monthly salary as defined by Law. The Benefits (Accidental, Medical as applicable) amount has been arrived at by considering the maximum eligibility under each of the components.

E.) The following elements are included in the compensation package stated above:

1. Provident Fund- You will be covered under the Capgemini Technology Services India Limited Employees' Provident Fund (PF) scheme wherein, the Company will contribute towards PF at the statutory rate as may be defined by the government from time to time. Your contribution and the Company's contribution have been included as a part of the above-mentioned compensation.

2. Gratuity- Gratuity shall be paid as per the Payment of Gratuity Act, 1972.

NOTE:

a.) All statutory payments are demonstrated based on current applicable practice and law and may be subject to changes based on changes in law from time to time. Further, any changes/modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate communication, about any changes/modification to statutory payment.

F.) As an employee of the Company, you shall be entitled to the following benefits subject to any change made by the Company from time to time:

1. Group Medical Insurance- In accordance with the Company's policy, you and your immediate family (as defined in the Company's policy) shall be covered under the Medical Insurance policy held by the Company. Additionally, if you are required to travel abroad, you may be covered under the Company's Overseas Medical Insurance Policy.

2. Group Personal Accident Insurance- You shall be covered under the Personal Accident Insurance Policy held by the Company.

3. Group Term Life Insurance- You shall also be covered under the Group Term Life Insurance Policy held by the Company.

4. Transport Facility- Bus transport facility may be available, by paying nominal charges as per Company's policy, on various routes at different Company locations. If you opt for the facility, the applicable charges will be deducted from your salary in the monthly payroll.

5. Annual Leave/Public Holidays- You will be eligible for annual leaves and public holidays as determined by the Company's Leave Policy which is subject to change from time to time.

If you become indebted to the Company for any reason, the Company may, if it so elects, set off any sum due to the Company from you against the compensation payable to you and collect any remaining balance from you.

G.) Probationary Period:

1. You will be on probation for a period of six months from your date of joining the Company and continuity of your employment with the Company is dependent on confirmation of your employment. The Company reserves the right to revise the probation period depending on your performance and/or other consideration.
2. At any time during your probation period the Company may confirm your employment by way of a written communication, if your performance is found to be satisfactory. Your probation shall be deemed extended, for a period not exceeding 30 days, in a situation where you do not receive the aforesaid written communication from the Company.

H.) Performance Review: You will be eligible to participate in Company's performance review process as per Company policy.

I.) Conditions of hire:

1. Your employment with the Company will be subject to the following pre-conditions:

   a. You will submit relevant documents as mandated by the Company.

   b. You obtain requisite certification or complete mandated assessments which are basis for offering you employment opportunity with the Company.

   c. You obtain a clear discharge and/or relieving letter from your most recent employer (prior to joining the Company). Nevertheless, you must submit a clear discharge and/or relieving letter within forty-five (45) days of joining the Company.

   d. You represent that acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.

   e. You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which might reasonably be expected to have an adverse effect on your ability to perform your duties hereunder and/or upon the Company.

   f. You provide two satisfactory references, one being from your most recent employer (prior to joining Capgemini).

   g. Your background verification check (including address, academics, employment, criminal etc. as applicable) conducted by the Company is cleared; and

   h. You represent that you have not been involved in any fraud, unethical and/or immoral acts, departmental inquiry in your previous employment(s) and/or been part of any pending investigation (whether judicial, quasi-judicial or otherwise) which you have not disclosed from the Company prior to your joining.

   i. Your employment shall be subjected to the below-mentioned additional terms and conditions.

      a. You should clear the final degree examination and submit your Highest Degree/Provisional Certificate/Consolidated marksheet and/or Final year Mark sheet, as a proof of passing. In the event you fail to clear the final examination in the first attempt or fail to submit the proof of the same by 05/21/2022(for current year pass outs), our Offer shall stand automatically revoked or otherwise your employment with the Company shall cease immediately without any further obligation or liability upon the Company.

      b. You will be required to clear the mandatory Entry Level Certification Training Test of the Company in the first attempt. The details of the mandatory certification and the test will be communicated to you upon your joining the Company. If you do not successfully clear such test, your employment with the Company shall cease immediately without any further obligation or liability upon the Company.

      c. As a condition of your employment with the Company, you may be required to undergo certain specialized training, certification and/or skill up gradation, at the cost, resource and expense of the Company. In case of such consideration thereof, you shall be required to sign a training agreement or service agreement with the Company, and inter alia provide a commitment to work for the Company for 24 months, failing which there would be certain monetary liabilities that you would need to bear. Prior to acceptance of our Offer, you may request HR Department for more details in this respect including draft of such an agreement, for your review. You fill the complete Background verification link given along with the welcome mail of the offer.

   j. That you have obtained / scored a minimum percentile in all semesters of your graduation course, as per the eligibility criteria specified to you during the hiring process.

   k. You will join our Fresher training and for successful completion of training you will be evaluated upon defined parameters and will be required to score a minimum percentage. Details pertaining to fresher training will be provided to you separately at the time of on-boarding.

2. Your employment is inter alia based on the information furnished by you to the Company including declarations and undertakings thereto. If at any time during your employment with the Company, the Company discovers that you have furnished any false, fake, fabricated or forged information (including documentation) for securing employment with the Company or otherwise, the Company reserves the right to take disciplinary action against you, including, but not limited to, right to terminate your employment without notice and your employment with the Company will be void ab-initio.

J.) Your employment with the Company will also be governed by the terms and conditions of employment contained in **Exhibit 1** attached hereto.

You are required to treat this letter and its contents as strictly confidential and should not disclose the same to any person or entity (except to your advisors, attorneys and accountants, for seeking their advice) without our prior written consent.

At Capgemini, one of our goals is to afford all our people the opportunity to pursue their careers, to achieve their personal best, and to balance their personal and professional goals. Capgemini values your abilities and believes it can provide you with an atmosphere in which you can develop your professional talents to the fullest.

As a token of your acceptance of our offer of employment with the Company, please sign in the space provided below and return a duplication version of this letter immediately to us within fifteen (15) days from the date of this letter. Our offer shall automatically lapse unless (i) you confirm your acceptance of it and return a copy to us within the prescribed time and (ii) you join us on or before your date of joining stated in this Employment Offer Letter.

For Capgemini Technology Services India Limited



Anilkumar Singh

Head - Talent Acquisition & Resourcing

Acceptance

I have read and understood the contents of this Employment Offer Letter and Exhibits hereto (hereinafter 'Letter') and accept all the terms and conditions of this Letter in its totality. I confirm that there are no other oral/written understandings other than as detailed herein between me and Capgemini Technology Services India Limited.

This Letter supersedes all previous agreements (written or oral) between the parties in relation to the subject-matter. I confirm that I am not breaching any terms or provisions of any prior agreement or arrangement by accepting this offer.

_____

Name: **Triveni Dharmraj Nagpure**

Date: **03/18/2022**

EXHIBIT 1

Terms & Conditions of Employment with Capgemini Technology Services India Limited

1. CURRENT WORK LOCATION:

1.1 Capgemini Technology Services India Limited (**"Capgemini"** or **"Company"**) may require you to work at other Company locations and/or on customers' sites both, within or outside India. The Company shall seek to give you reasonable notice of extensive travel requirements, and to take into account your personal circumstances where appropriate.

1.2 Depending upon exigencies of business you may be transferred/deputed, at Company's sole discretion, within India or outside by the Company in any capacity as the Company may desire from time to time, from:

a) one location to another; or

b) one team/department/account/function/Business Unit to another; or

c) one project/job to another; or

d) the Company to any other group entity or affiliate or any other business associate as the Company may deem appropriate from time to time.

1.3 Such transfer/deputation/assignment/relocation shall not entitle you to ask for revision in your salary or any terms or conditions of your service. The Company does not guarantee the continuation of any benefits or perquisite at the new location. In all such cases of transfer/deputation/assignment/relocation you will be governed by the relocation policies and policies of the Company existing at that time. Consequent to such transfer/deputation/assignment/relocation, you will be governed by the terms and conditions of service as applicable to your category of employees in the new location (which includes but is not limited to office days/hours and holidays).

2. DUTIES AND RESPONSIBILITIES:

2.1 You shall devote your skill, knowledge and working time to the conscientious performance of your duties and responsibilities towards the Company. You shall perform your duties with diligence, devotion and discretion. You shall comply with all directions given to you by your reporting manager/supervisor and shall faithfully observe all the rules, regulations and Company policies. Further, the Company may, at any time, in its sole discretion, suitably modify your roles, responsibilities and duties.

3. COMPENSATION:

3.1 Your all-inclusive annual target compensation and corresponding details are provided in the Employment offer letter.

4. TRAINING:

4.1 During the term of your employment, the Company may offer you an opportunity to undergo certain specialized training, certification and/or skill upgradation from time to time, which shall inter alia enhance your career opportunities at the Company and otherwise. In case you accept the Company's offer for training, the Company is likely to incur expenses including in relation to training costs, course fees, recruitment and induction costs, salary and benefits during training period, opportunity loss, etc. Depending on the nature of training/certification and corresponding cost and expenses, the Company may require you to execute training agreement with the Company for a specific period (which will be indicated to you at that time) in consideration of the cost the Company would be incurring for such training/certification. Under such training agreement, you shall agree to inter alia serve a minimum term of employment with the Company, failing which you will be required to reimburse the Company for the cost of training/certification identified in the training agreement and any other costs related to the training/certification.

5. COVENANTS AND REPRESENTATIONS:

5.1 You also agree that during the term of your employment with the Company and for twelve (12) months after the cessation of employment, regardless of the reason of cessation of employment, you will not:

a) directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, hire, solicit, or induce, or attempt to recruit, hire, solicit, or induce, any employee of the Company with whom you had dealings, personal contact or supervised while performing your duties or otherwise, to terminate their employment relationship with the Company.

b) directly or indirectly, solicit or attempt to solicit business, customers or suppliers of the Company or of its affiliates.

c) directly or indirectly, solicit or attempt to solicit or undertake employment with any client of the Company or any organization where you have been taken or sent for training, deputation or secondment or professional work by the Company; and

d) provide or attempt to provide professional services similar to those provided by the Company to its current or prospective customers, with whom you (i) had business interactions or any other dealings on behalf of the Company during your employment with the Company and/or (ii) had been directly associated with the customer in relation to a project.

5.2 You and the Company acknowledge and agree that the duration and scope of the Covenants contained herein are fair and reasonable. Accordingly, you and the Company agree that, in the event that any of the covenants contained herein are nevertheless determined by a judicial or quasi-judicial body to be unenforceable because of the duration or scope thereof, the judicial or quasi-judicial body making such determination may reduce such duration and/or scope to the extent necessary to enable such judicial or quasi-judicial body to determine that such covenant is reasonable and enforceable, and to enforce such covenant as so amended.

5.3 You will also be governed by all applicable rules, processes, procedures, and policies (including but not limited to Information Security Management System (ISMS) policies and procedures, Code of Business Ethics of the Company, which are not specifically mentioned in this Letter. The applicable rules/processes/procedures/policies are available on the Company's Intranet and you are expected to go through the same carefully. For any clarification in relation to applicable rules/processes/procedures/policies, please get in touch with concerned department. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures, or policies of the Company, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

5.4 Capgemini prides itself as a company with the highest order of ethical conduct in its dealings with employees, customers, service provider, agents, governments or any other third party. It is important that you fully understand this philosophy and the relevant policies. If at any time during your employment with the Company, you are found to be in violation of such policy and/or generally accepted ethical/moral standards, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

5.5 You declare that you are medically fit to carry out the duties expected of you by the Company. You represent that you have no communicable disease and you are not addicted to drugs or any other substance of abuse. During the term of your employment with the Company, you are required to be medically fit to perform the duties assigned to you from time to time. As to whether you are medically fit, is an issue which will be professionally determined by the Company and you shall be bound by such determination. The Company may require you to undergo periodical medical examination as and when intimated to you by the Company.

5.6 You represent that you are not in breach of any contract with any third party or restricted in any way in your ability to undertake or perform your duties towards the Company. You covenant that you will be fully responsible for any personal liabilities that may arise as the result of an agreement or arrangement between you and any third party and that the Company will in no way be concerned with such liabilities.

5.7 You will at all times maintain your ability to be employable and in the event of any change in your personal circumstances resulting in possible alteration to the employability status, you will keep the Company informed in writing about such change.

5.8 During your employment with the Company, to meet the exigencies of business, the Company may require you to (i) work on any project that you are assigned to, on any technical platforms/skills and nature of the project or (ii) work night hours or (iii) work in shifts (including night shifts).

5.9 Regardless of any secondment to any of the Company's affiliated entity/business associate/joint venture or where you may be required to work overseas for any such entity for an extensive period, you shall at all times remain an employee of the Company exclusively and shall not be entitled to any such foreign salary or benefits (including medical insurance, green card sponsorship, etc.) payable or applicable to employees of such other Capgemini entities other than the salary and benefits specified in the Employment Letter and/or the salary and benefits that may be determined by Capgemini and communicated to you in writing.

5.10 Unless specifically authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company. You shall also not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company.

5.11 During the period of employment, you agree not to draw, accept or endorse any cheque or bill on behalf of the Company or, in any way, pledge the Company's credit except so far as you may have been authorized by the Company to do so, either generally or in any particular case.

5.12 During the term of your employment, you shall not communicate with the media or with journalists in relation to the Company or its affairs, without obtaining a specific prior written permission from the Company.

5.13 You acknowledge and provide your consent vide Consent Letter for use of personal information including Sensitive Personal Data or Information ("SPDI") to the Company (a) to share your sensitive personal data or information about you and/or your dependents (wherever applicable) provided to the Company with third parties for purposes deemed appropriate by the Company from time to time; (b) to share information about you with affiliates of the Company for administrative purposes/audit and with clients/prospects in relation to any staff augmentation requirements; (c) to treat any personal data to which you have access in the course of your employment strictly in accordance with Company policies and not using any such data other than in connection with and except to the extent necessary for the purposes for which it was disclosed to you. You further acknowledge and consent for use of your personal images and voices in marketing material, videos, etc; and confirm that you have read and understood the Company's Privacy Policy in relation to the collection, processing, use, storage and transfer of SPDI and you agree to the terms thereof.

5.14 You agree to comply with all laws, ordinances, regulations applicable in relation to your employment with the Company including but not limited to the anti-corruption laws, anti-bribery laws such as Prevention of Corruption Act, 1988 of India, the Foreign Corrupt Practices Act, 1977 of the United States and the Bribery Act 2010 of the United Kingdom and/or data privacy laws. Without limiting the generality of the foregoing, you represent and covenant that you have not, and shall not, at any time, during your employment with the Company, pay, give, or offer or promise to pay or give, any money or any other thing of value, directly or indirectly, to, or for the benefit of: (i) any public servant, government official, political party or candidate for political office; or (ii) any other person, firm, corporation or other entity, with knowledge that some, or all of that money, or other thing of value will be paid, given, offered or promised to a public servant, government official, political party or candidate for political office, for the purpose of obtaining or retaining any business, or to obtain any other unfair advantage, in connection with the Company's business.

5.15 You hereby represent to the Company that:

a) you are legally permitted to reside and be employed in India.

b) you have reviewed these terms and conditions and that you understand the terms, purposes and effects of the same.

c) you have accepted these terms and conditions only after having had the opportunity to seek clarifications.

d) you have not been subjected to duress or undue influence of any kind to accept these terms and conditions and these terms and conditions will not impose an undue hardship upon you.

e) you have accepted these terms and conditions of your own free will and without relying upon any statements made by the Company or any of its representatives, agents or employees; and

f) you have all requisite power and authority, and do not require the consent of any third party to accept our offer.

6. CONFIDENTIALITY:

6.1 This is a highly Confidential and Private document. You are required to maintain, at all times, the confidentiality and ensure that the contents or details of this Letter are not shared with anyone.

6.2 You are aware that in the course of your employment with the Company, you shall have access to Confidential Information. "Confidential Information" shall mean and include, but not limited to, proprietary, confidential, sensitive, personal information about inventions, products, designs, methods, know-how, techniques, trade secrets, systems, processes, strategies, software programs, content, data, techniques, plans, designs, programs, customer information, works of authorship, intellectual property rights, customer lists, employee lists and any other personally identifiable information about any employee of the Company or its affiliate or personally identifiable information of its customers or clients of its customers, user lists, vendor lists, content provider lists, supplier lists, pricing information, projects, budgets, plans, projections, forecasts, financial information and proposals, intellectual property, terms of this Letter and any other information which due to the nature or character of such information, any prudent person might reasonably under similar circumstances treat such as confidential or would expect the Company to regard such information as Confidential, all regardless as to whether such information is in written form or electronic form or disclosed orally before or after the date hereof.

6.3 You agree that you may receive in strict confidence all Confidential Information of the Company, its affiliates or its clients or prospective clients of the Company or its affiliates. You further agree to maintain and to assist the Company in maintaining the confidentiality of all such Confidential Information, and to prevent it from any unauthorized use.

6.4 You agree and confirm that, you will, at all times:

a) maintain in confidence all such Confidential Information and will not use such Confidential Information other than as necessary to carry out the purpose for which it was shared with you.

b) not disclose, divulge, display, publish, or disseminate any such Confidential Information to any person except with the Company's prior written consent.

c) treat all such Confidential Information with the same degree of care that you accord to your own confidential information, but in no case less than reasonable care.

d) prevent the unauthorized use, dissemination or publication of such Confidential Information.

e) not copy or reproduce any such Confidential Information except as is reasonably necessary for the purpose for which it was shared with you.

f) not share such Confidential Information with any third party (specifically those persons who are in the same field of activities as that of the Company or are in direct or indirect competition to the Company).

g) not use such Confidential Information in any way so as to procure any commercial advantage for yourself or for any third party or in a manner that is directly or indirectly detrimental to the Company.

h) neither obtain nor claim any ownership interest in any knowledge or information obtained from such Confidential Information; and

i) not use or attempt to use any such Confidential Information in any manner that may harm or cause loss or may be reasonably expected to harm or cause loss, whether directly or indirectly, to the Company, its affiliates or its customers.

6.5 All such Confidential Information shall remain the sole and exclusive property of the Company, and no license, interest or rights (including, without limitation, any intellectual property rights) to such Confidential Information, or any copy, portion or embodiment thereof, is granted or implied to be granted. Nothing in this Letter shall limit in any way the Company's right to develop, use, license, create derivative works of, or otherwise exploit its own Confidential Information.

6.6 You shall be under no obligation of maintaining confidentiality of such Confidential Information as per provisions of this clause if the information:

a) was in your possession before receiving the same from the Company pursuant to this Letter.

b) is or becomes a matter of public knowledge through no fault of yours; or

c) is rightfully received by you from a third party without a duty of confidentiality.

6.7 If you are served with a court or governmental order requiring disclosure of any part of such Confidential Information, you shall, unless prohibited by law, promptly notify the Company before any disclosure and cooperate fully (reasonable expense to be borne by the Company) with Company and its legal counsel in opposing, seeking a protective order or limit, or appealing any such subpoena, legal process, request or order to the extent deemed appropriate by the Company.

6.8 Upon cessation of your employment with the Company or on a written request of the Company, whichever is earlier, you shall return or destroy (at the Company's option) any part of such Confidential Information that consists of original, and copies of, source material provided to you and still in your possession and, if requested by the Company, shall provide written confirmation to the Company to that effect.

6.9 You shall not, whether during your employment and/or after cessation of your employment, for whatever reason, use, disclose, divulge, publish or distribute to any person or entity, otherwise than as necessary for the proper performance of your duties and responsibilities under this Letter, or as required by law, any confidential information, messages, data or trade secrets acquired by you in the course of your employment with the Company.

6.10 If you are found to be in breach of this clause, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

6.11 You shall maintain the confidentiality of all price sensitive information and shall handle all such information on a strict 'need to know' basis i.e. disclose only to those within the Company who need the information to discharge their duty. You shall not pass on such information to any person directly or indirectly by way of making a recommendation for the purchase or sale of securities. Further, during your employment, you shall be subject to applicable trading restrictions e.g. when the trading window is closed, you shall not trade in the Company or any of its affiliates' securities during such period.

7. INTELLECTUAL PROPERTY:

7.1 "Intellectual Property Rights" shall mean all industrial and intellectual property rights (including both economic and moral rights), including, without limitation, patents, patent applications, patent rights, trademarks, trademark applications, trade names, service marks, service mark applications, copyrights, copyright applications, databases, algorithms, manuscripts, computer programs and other software, know-how, trade secrets, proprietary processes and formulae, inventions, trade dress, logos, design and all documentation and media constituting, describing or relating to the above.

7.2 You represent that all services performed by you for the Company shall be your original work and shall not incorporate any third-party materials or work in which you or any third party asserts an ownership interest or Intellectual Property Right. Provided that in the event the Company is held liable or is faced with a claim for your violation of any Intellectual Property Rights belonging to a third party, you undertake to indemnify the Company (and/or any of its affiliates, as the case may be) against any and all losses, liabilities, claims, actions, costs and expenses, including reasonable attorney's fees and court fees resulting there from.

7.3 If at any time during your employment with the Company, you (either alone or with others) whether or not during normal business hours or arising in the scope of your duties of employment make, conceive, create, discover, invent or reduce to practice any invention, modification, discovery, design, development, improvement, process, software program, work of authorship, documentation, formula, data, technique, know-how, trade secret or any Intellectual Property Right whatsoever (including all work in progress) or any interest therein (whether or not patentable or registrable under copyright, trademark or similar statutes or subject to analogous protection) (collectively **'Developments'**) that:

a) relates to the business of the Company (or its affiliate), or to its customers or suppliers, or to any of the products or services being developed, manufactured, sold or provided by the Company (or any of its affiliate) or which may be used in relation therewith.

b) results from tasks assigned to you by the Company; or

c) results from the use of premises or personal property (whether tangible or intangible) loaned, eased or contracted for by the Company or its affiliate,

such Developments (including all work in progress) and the benefits thereof shall immediately become the sole and absolute property of the Company, as works made for hire or otherwise, and you shall immediately disclose to the Company, without cost or delay and without communicating to others the same, each such Development and all available information relating thereto (with all necessary plans and models).

7.4 You hereby irrevocably, absolutely and perpetually assign any and all rights (including any Intellectual Property Rights) you may have or acquire in the Developments and all benefits and/or rights resulting there from to the Company and its assigns without additional compensation on worldwide basis. You acknowledge that the salary and other payments receivable by you from the Company is adequate compensation for such assignment. You hereby waive and quitclaim to the Company any and all claims of any nature whatsoever that you may now have or may hereafter have in and to the Developments (including all work in progress).

7.5 All such assignment of rights shall be perpetual irrevocable, universal and shall not lapse, even if the Company fails at any time to commercially exploit any such Developments. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if the Company does not exercise the rights under the assignment within a period of one year from the date of assignment. You hereby agree to waive any right to and refrain from raising any objection or claims to the Copyright Board with respect to any assignment, pursuant to Section 19A of the Copyright Act, 1957. You further agree to assist and cooperate with the Company in perfecting the Company's rights in any of the Developments.

7.6 Any assignment of copyright hereunder (and any ownership of a copyright as a work made for hire) includes all rights of paternity, integrity, disclosure and withdrawal and any other rights that may be known as or referred to as 'moral rights' (collectively **'Moral Rights'**). If, you are deemed under applicable law to retain any rights in any Developments, including without limitation any Moral Rights, you hereby waive, and agree to waive, all such rights. To the extent that such waivers are deemed unenforceable under applicable law, you grant, and agree to grant, to the Company or its assigns the exclusive, perpetual, irrevocable, universal and royalty-free license to use, modify and market the Development, without identifying you or seeking your consent.

7.7 If you are not employed with the Company at the time when the Company requests your assistance in connection with the foregoing, the Company will pay you for your reasonable time expended in complying with the above terms at an hourly rate equal to the effective hourly rate at which you were paid the Company immediately prior to your termination as an employee.

7.8 Should the Company be unable to secure the signature on any document necessary to apply for, prosecute, obtain, protect or enforce any Intellectual Property Rights, due to any cause, you hereby irrevocably designate and appoint the Company and each of its duly authorized officers and agents as your agent and attorneys to do all lawfully permitted acts to further the prosecution, issuance, and enforcement of the Intellectual Property Rights or protection in respect of the Developments, with the same force and effect as if executed and delivered by you.

7.9 Notwithstanding the foregoing, you will also be bound by Capgemini 's policy with respect to Intellectual Property.

8. CONFLICT OF INTEREST:

8.1 During your employment, you will not, directly or indirectly, whether alone or as a partner joint venture, officer, director, employee, consultant, agent, independent contractor or stockholder of any company, business or other commercial enterprise: (i) engage in any business activity similar in nature to any business conducted or planned by the Company, or (ii) compete in any way with products or services being developed, marketed, distributed or otherwise provided by the Company.

8.2 You shall not undertake, whether directly or indirectly any full time or part time employment or operate or manage business of any kind whatsoever, so long as you are in employment with the Company.

8.3 During your employment if you become aware of any potential or actual conflict between your interests and those of the Company, then you shall immediately inform the Company about such conflict. Where the Company is of the opinion that such a conflict does or could exist, it may direct you to take appropriate action(s) to resolve such a conflict, and you shall comply with such instructions.

8.4 During the course of your employment, you shall not, either directly or indirectly, receive or accept for your own benefit or the benefit of any person or entity other than the Company any gratuity, emolument, or payment of any kind from any person having or intending to have any business with the Company.

8.5 To perform your duties towards the Company, you will have access to email, internet, Company assets (desktop,laptop, mobile phones etc.) and other Company infrastructure. You shall ensure that at all times your use of such facilities meets the ethical and social standards of the workplace. Further, your use of such facilities must not interfere with your duties and must not be illegal or contrary to the interests of the Company.

9. RETIREMENT/TERMINATION:

a.) Retirement

(i) You will automatically retire from employment with the Company on the last day of the month in which you complete sixty (60) years of age. It is hereby clarified that the Company reserves it right to change the retirement age.

b.) Notice Period/Termination

(i) During the probation period, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you two months' written notice or payment of gross salary in lieu thereof.

Upon confirmation, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you three months' written notice or payment of gross salary in lieu thereof.

(ii) Notwithstanding anything to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).

(iii) Notwithstanding the aforesaid or anything else to the contrary, the Company may suspend, dismiss, discharge or terminate your employment with immediate effect by a notice in writing (without salary in lieu of notice), in the event of (i) fraudulent, dishonest or undisciplined conduct by you, (ii) you committing a breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property, (iii) your insubordination or failure to comply with the directions given to you by persons so authorized, (iv) your insolvency or conviction for any offence involving moral turpitude, (v) your breach of any terms or conditions of this Letter or the Company's policies or other documents or directions of the Company, (vi) you going on or abetting a strike in contravention of any law for the time being in force, (vii) you conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients or (viii) misconduct by you as provided under the labour laws and/or in the Company policies.

(iv) In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any authorized officer of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice and with no obligation to pay you any compensation.

(v) In case you absent yourself from duty continuously, without prior authorization, for ten (10) consecutive calendar days or more you shall be deemed to have left and relinquished the service on your own accord and such relinquishment of service shall be deemed as a repudiation of your employment. In such circumstances, the Company will have the discretion of (a) adjusting salary against the notice period of such abandonment and recover any outstanding dues towards payable to the Company; and (b) presume that you have voluntarily abandoned the services of the Company and strike off your name from the Company's payroll.

c.) Effects of Cessation of Employment

(i) Upon cessation of your employment with the Company (whether by virtue of termination/resignation/retirement), you will immediately return to the Company all of the Company's Confidential Information, tools, assets, accessories, formulae, documents, specifications, books etc. in your custody, care of charge and obtain clearance certificate from the relevant person/office/department, on production of which alone your dues, if any, will be settled by the Company, failing which the Company reserves the right to adjust the dues against any amounts payable to you or separately claim the same from you or use available legal remedies to recover the assets or any other amount due to the Company.

(ii) If any Letter of Authority or Power of Attorney is issued to you, you will undertake to return it on demand or immediately upon cessation of your employment with the Company.

(iii) Upon cessation of your employment with the Company, the Company may require you to sign appropriate release terms without any additional compensation.

10. LIMITATION OF LIABILITY AND INDEMNITY:

10.1 Neither party shall be liable to the other party for any indirect, incidental, contingent, consequential, punitive, exemplary, special or similar damages, including but not limited to, loss of profits or loss of data, whether incurred as a result of negligence or otherwise, irrespective of whether either party has been advised of the possibility of the incurrence by the other Party of any such damages.

10.2 The Company's liability arising out of or in connection with this Letter, whether based in contract, tort (including negligence and strict liability) or otherwise, shall not exceed the amount paid by the Company to you for a period of three (3) months preceding the cause of action.

10.3 Notwithstanding anything to the contrary contained herein, you shall indemnify and keep indemnified the Company, its directors, officers and employees from and against all claims, demands, actions, suits and proceedings (including any losses, damages, costs, charges and expenses), whatsoever that may be brought or made against the Company by any third party as a result of any act or omission, non-performance or non-observance by you of any of the terms and conditions of this Letter and/or arising from your failure to comply to any statute or enactment/s (including but not limited anti-bribery laws and data protection laws).

11. MISCELLANEOUS:

11.1 Notice: All notices to you in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by email (as per Company records) or by courier or by speed post addressed to the address mentioned hereinabove. It will be your responsibility to inform the Company of any change in your address and contact details including telephone numbers, personal email addresses etc.

All notices to the Company in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by courier or by speed post addressed to the Company's office address referred in the Employment Letter or by email with a physical copy by any of the abovementioned ways.

11.2 Severability: The parties acknowledge and agree that if any of the provision of this Letter is deemed invalid, void, illegal, and unenforceable that provision stands severed from this Letter and the remaining provisions of this Letter shall remain valid and enforceable.

11.3 Publicity: You shall not use the name and/or trademark/logo of Capgemini, its group companies, subsidiaries or associates before media (irrespective of the form whether print, audio visual, electronic etc.) in any other manner which is detrimental to the interest, image and goodwill of the Company and its affiliates without prior written consent of the Company. In the event you intend to share/disclose article which includes any information about the Company or its affiliates/customers for possible publication or dissemination outside the Capgemini group, you agree to inform the Company and obtain its prior written consent on the article you wish to disclose. Further, you agree to make such modifications/deletions/revisions to the article as are requested by the Company to protect its property/interest/reputation.

11.4 Non-Disparagement: During the term of your employment with the Company and at all times thereafter, you will not make any false, defamatory or disparaging statements about the Company, or the employees, officers or directors of the Company that are reasonably likely to cause damage to any such entity or person.

11.5 Waiver: No delay or failure of any party in exercising or enforcing any of its rights or remedies whatsoever shall operate as a waiver of those rights or remedies or so as to preclude or impair the exercise or enforcement of those rights or remedies. No single or partial exercise or enforcement of any right or remedy by any party shall preclude or impair any other or further exercise or enforcement of that right or remedy by that Party. Save as expressly provided in this Letter neither party shall be deemed to have waived any of its rights or remedies whatsoever unless the waiver is made in writing, signed by a duly authorized representative of that party and may be given subject to any conditions thought fit by the grantor. Unless otherwise expressly stated any waiver shall be effective only in the instance and for the purpose for which it is given.

11.6 Integration: This Letter along with its Exhibit constitutes the entire understanding between the parties and supersedes all previous agreements (written or oral) between the Parties in relation to its subject-matter.

11.7 Survival: Clauses 5.1, 5.13, 6, 7, 9(c), 10, 11.1, 11.7, 11.8 and 11.9 and any other clause which by its nature is expected to survive shall all survive the expiry/termination (for whatever reason) of the Letter and shall continue to apply.

11.8 Dispute Resolution/Governing Law: The Parties to this Agreement shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. All disputes, differences and/or claims arising out of these presents or as to the construction, meaning or effect hereof or as to the rights and liabilities of the Parties hereunder and which cannot be settled by mutual conciliation shall be referred to Arbitration to be held in Mumbai in English Language in accordance with the Arbitration and Conciliation Act 1996, or any statutory amendments thereof and shall be referred to a sole Arbitrator to be appointed by Capgemini. The award of the Arbitrator shall be final and binding on Parties. This Letter shall be governed and interpreted in accordance to the laws of India and the courts at Mumbai only shall have exclusive jurisdiction.

11.9 Rights to Injunctive Relief: You hereby expressly acknowledges that any breach or threatened breach by you of any of your obligations set forth in this Letter and/or any of the Company policies may result in significant and continuing injury and irreparable harm to Company, the monetary value of which would be impossible to establish. Therefore, you agree that Company shall be entitled to injunctive relief in a court of appropriate jurisdiction with respect to such provisions.

CONSENT LETTER

For use of Personal Information & Sensitive Personal Data or Information

I,_____ _____residing at _____ _____ _____, do hereby provide my express consent to my employer, Capgemini Technology Services India Limited, having its registered office at No.14, Rajiv Gandhi Infotech Park, Hinjawadi Phase III, MIDC – SEZ, Village Man, Taluka Mulshi, Pune – 411057, Maharashtra(hereinafter referred to as the "Company", which expression shall unless repugnant to the context or meaning thereof mean and include its successors, nominees, assigns and administrators) as follows:

1. That I acknowledge and provide my consent to the Company to collect, store, process, transfer and share my personal information and sensitive personal data or information and information of my dependents wherever applicable, (including sensitive personal information like bank accounts, PAN, blood group, biometric information, medical record, email addresses etc.) for purposes deemed appropriate by the Company from time to time, including but not limited to:
   a) background verification agencies for the purpose of verifying the information submitted by me basis which I have been made an offer of employment,
   b) payroll processing agencies for processing my payroll (including reimbursement claims),
   c) law enforcement agencies,
   d) to comply with a judicial/quasi-judicial order,
   e) auditor (including internal auditors, statutory auditors or Capgemini's clients or their auditor) for the purpose of audit,
   f) insurance companies for the purpose of group insurance, personal accident insurance etc.
   g) service providers providing services for biometric access to office premises for monitoring attendance,
   h) foreign consulates, embassies etc. and service providers (including travel agents) for the purpose of processing of visa, work permits etc.
2. Further, I also acknowledge and provide my consent to the Company to transfer and share (within India and outside of India) such information with:
   a.) affiliates of the Company for administrative purposes and/or audit;
   b.) clients/prospects in relation to any staff augmentation assignments.
3. That I agree and confirm that this consent letter shall be construed in accordance with the laws of India and the courts in Mumbai shall have exclusive jurisdiction to adjudicate upon any dispute that may arise in relation to this Consent Letter.
4. That should any provisions of this consent letter be held by a court of law to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining provisions of this consent letter shall not be affected or impaired thereby.
5. I hereby declare that the execution of this consent letter has been done out of my own free will and consent and without any undue force or coercion in any manner whatsoever.
6. I am aware that I have the right to access and rectify my sensitive personal data or information provided to the Company and corresponding obligation to immediately update my sensitive personal data or information in Company's records in the event of any change.
7. I am aware that Company has adopted security practices and procedure to ensure that the information collected is secure and these are available on the Company's intranet.

This consent letter shall come into force immediately upon its execution by me.

Name:
Signature:
Date:

ANNEXURE I (A)

Onboarding Documents

Please carry a complete set of original and photocopied documents (2 sets) as specified below.

1.	Hard copy / email copy of Capgemini offer letter shared with you.
2.	Employment Documents: **Current Employment(Immediate Previous)** a) Relieving letter /Experience Certificate(if both these documents are not there, Resignation Acceptance Resignation acceptance mail is mandatory/Automated Copy of email resignation/Approved mail resignation (mentioning of last working day from the HR is mandatory) b) Payslips for last 3 months c) Form 16/Form 16A d) Salary Account 6 months Bank Statement e) Letter of appointment/Offer letter from employer which captures start date **Previous Employment**Service/Relieving Certificate all employments- Mentioning date of joining ,designation and last working day
3.	**Education Documents** a) 10th Marksheet and certificate. b) 12th marksheet and Certificate. c) Graduation Marksheets and certificate/Diploma certificate. d) Post-Graduation Marksheets and degree certificate (If applicable) e) Any other relevant certificate
4.	**Proof of identity/ Address** a) PAN Card b) AADHAAR Card c) Passport In case any of the proof of Identity/Address mentioned above not available then any Two of the below proofs i) Voters Id ii) Driving License iii) Ration card iV) Electricity Bills V) Gas card vi) Notarized Self Affidavit
5.	Passport size photographs (6 nos.)
6.	**Self Employed/CO-owner/Freelancing/ Partnership employment(s) (if applicable)** a) Form 16/Form 26AS b) Bank statement for 6 months c) Shops & Commercial Establishment Registration Certificate d) Co-Owner/Partnership/Ownership – Required partnership/ownership dissolution deed
7.	Cancelled Cheque of Saving Bank Account having IFSC Code details – Mandatory
8.	Details of your Provident Fund, Employees' Pension Scheme and Universal Account Number, if earlier member PF/EPS scheme Mandatory.

ANNEXURE I (B)

Background Verification

Reference terms:

Capgemini adheres to a strong background verification process. As a part of this process all the personal and professional information provided by you is verified, therefore we request you to provide all the necessary relevant documents as per the information provided. This will help us verify your

- Education Credentials (Graduation/Bachelor's Degree/Post Graduate Degree etc.)
- Professional Experience & Employment(s) Credentials.

Note: Based on certain business requirement and statutory rules Capgemini may initiate certain additional checks during your tenure in Capgemini and by accepting this offer you agree to undergo such additional checks when required. Capgemini will not take any individual approval for the same.

Please ensure that the following steps are followed to initiate the process and submit the necessary documents within 7 calendar days from the date of receipt of this offer:

- Fill the standard application form by clicking the New Employee Wizard link (received from SuccessFactors Onboarding <auto.noreply@capgemini.com>. (You will receive the link to New Employee Wizard portal shortly). In case you have not received this link within the next 3 days please get in touch with your recruiter immediately.

Download the Address check Form, Database check form, Court record form - from the New Employee Wizard link; update the details in the form with your manual signature and mention the current date on which you have signed this form. You will have to upload back the scanned copy of these documents on to the New Employee Wizard link.

- Highest Educational Degree Certificate and Final year Mark sheet**.
- Submission of all semester/term mark sheets of your highest qualification.
- Any qualification obtained from the Institute which is not recognized by UGC/AICTE is not considered.
- Experience letters and relieving letters for 5 years of employment or past 2 employers whichever is higher.

Form 16 - Part A only.

Bank statement for last 3 months – [Please ensure to mask all other transaction details (whether debit or credit entries) except for salary transfer details of your last employer, such that only salary credits of previous employment are visible.

Please note, should you provide any other additional document than the aforesaid, or provide bank statement without masking other transaction details, the Company shall not be held responsible for the same.]

- On the date of joining you are required to carry the experience letter/Relieving letter from all your past employers
- These letters should clearly mention your last working day with your previous employers.

Some organization issue relieving/experience letter along with the full and final settlement in such cases you should submit the resignation acceptance mail authorized by your last employers HR department and you should ensure that the last working day is clearly mentioned on this acceptance letter. Please note that in such cases you will have to submit the original experience/relieving letter to Capgemini HR department / email the same to the following email address backgroundverification.in@capgemini.com not later than 14 days of your joining***

Court Verification Forms

- Court Record form

Note:

All of these forms (Address check Form, Database check form, Court record form) are available on the New Employee Wizard link. Please download these forms from the New Employee Wizard link and fill the information in BLUE ink only.

All of the above forms are submitted to the respective authorities (Police/Courts etc) and as a part of the verification process the representatives of these authorities may visit your residence address for verification; alternatively they may also call you or ask you to visit the nearby Police Station.

You are required to submit all the documents with 7 days from receiving this Offer, failing which offer will be revoked*

Important points to note:

- In an event you fail to submit the required documents to the HR department within 30 days of first intimation/date of joining and after 2 reminders. Capgemini reserves the right to hold back your salary and to take disciplinary actions which inter alia include termination from service without notice.

You are requested to fill your details diligently in the link provided. If there is a discrepancy in the data provided or the copies of documents / certificates given by you as a proof in support of the above, Capgemini reserves to take disciplinary actions which inter alia includes termination from service without notice.

***In case your last employer do not provide experience letter you may provide the relieving letter, however please ensure that the relieving letter has last working day clearly mentioned.

Please note that Capgemini may ask you to submit additional documents as and when required, especially with respect to the Background verification process.

In the absence of the above listed documents your onboarding may be delayed or deferred.

Best Regards,
Team HR

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7 Oct, 2021

Uzma Patil

Dear Uzma,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include but not limited to criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. Also, the offer of employment is contingent on you meeting the educational eligibility criteria set-forth during the hiring process and you meeting the qualifying criteria for our training curriculum (including cut-off marks for courses as maybe applicable as well as cut off marks for assessment examinations, jointly and severally). If any of the aforesaid conditions are not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E−sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

{{Sig1_es_:signer1:signature}}

Lokendra Sethi
Vice President - Human Resources

7 Oct, 2021

Uzma Patil
16/122, Vallabhnagar

Pune, 411018
India

Dear Uzma,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Associate Professional Software Engineer at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 12 Oct, 2021.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

Kindly note that considering the current pandemic situation, you are required to work from home. Once the situation normalizes, as determined by DXC, you would be required to report to DXC offices in Bangalore based on the information provided by your manager

1 PAY and BENEFITS

Your Fixed Gross Salary will be INR 360,000.00 per annum.

1.1 Basic Salary
You will be eligible for a Basic Salary. The amount towards the basic salary is INR 180,000.00.

1.2. Flexible Benefit Plan (FBP):
You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the difference of amount between basic salary and total fixed salary. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:
You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Fund Commissioner, wherever applicable.

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

1.5 Variable Pay Program
You will be eligible to participate in any one Variable Pay Program, which would vary according to your business/role. Goals and metrics may vary with each performance period, and payments under this plan are granted at the sole discretion of the Company. The plan details as applicable to you will be communicated to you at the time of joining.

1.6 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium equivalent to Rs 13,976 will be borne by the Company and is over and above your fixed gross salary, mentioned above. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance Act 1948, you will be eligible for coverage as per the said Act. Your share of contribution along with the company's share of contribution will be remitted, as per the said Act.

1.7. Leave
You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick−cum−casual leave per annum. You may utilize your leave as per the company policy.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1.Your job classification detail is as listed below:

Job Function: Technology Applications Group

Job Family: Software Engineering
Job Title (Internal): Associate Professional Software Engineer
Salary Grade: 51007431

2.2. Work Place
You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for the Company's business/training at the sole discretion of the Company.

2.3 Transfer
Though you have been engaged for a specific position, your services can be transferred by the company from one location to another, one department/entity to another. Your services can also be transferred to any of the company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.4 Retirement
You will retire from the services of the company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

2.5 Notice for Separation/ Termination
i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of three months in writing (hereinafter referred to as 'Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for three months in lieu of the Notice Period.

iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to three month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.6 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.7 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.8 General Conditions

1) Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers

2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bangalore shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,

Yours Sincerely,

{{Sig1_es_:signer1:signature}}

Lokendra Sethi

Vice President - Human Resources

I accept the above referred Pay and Benefits and the general terms and conditions of employment

{{Sig1_es_:signer2:signature}}

_____

Uzma Patil

{{Dte_es_:signer2:date}}

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment

_____

First Name Middle Name Last Name

_____

Date

_____

Place

Annexure II

Flexible Benefits Plan (FBP)
Job Family: Software Engineering
Title: Associate Professional Software Engineer

1 a. House Rent Allowance
Maximum Limit: 50% Of Annual Basic
Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord
1 b. Actual Rent paid towards Company Leased premises
Maximum Limit: 100% of Annual Basic
Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2018 to 2021.)
Maximum Limit: 20% of Annual Basic subject to a maximum of Rs. 200,000
Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)
Maximum Limit: Rs. 2,400 per annum
Supporting Documentation: Declaration and submission of receipts

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)
Maximum Limit: Rs. 7,200 per annum
Supporting Documentation: Declaration and submission of receipts

5a. Company Car Program
Lease rental as per vehicle of choice

5b. 40% of Transport Allowance or Rs. 3,60,000 per annum whichever is lesser

5c. Chauffeur Allowance is a sub limit of 40% of Transport Allowance or Rs. 3.6 lacs whichever is less with a maximum allowance of Rs.1,44,000 per annum

5d. Fuel and Maintenance Allowance: Balance of Total Entitlement less Chauffeur Allowance

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)
Maximum Limit: Rs.26,400
Supporting Documentation: As per program guidelines

7. Bonus/Exgratia − For those earning basic salary up to Rs. 21, 000/−pm, advance Bonus is paid towards payment of bonus, payable under the Payment of Bonus Act, 1965.

8. Transport Allowance through Payroll − Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

9. Telephone Reimbursement: Telephone and/or Broadband expenses up to INR 1,500 per month

Maximum Limit: INR 18,000 per annum

Supporting Documentation: Declaration and submission of receipts

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities
* Employees can purchase a vehicle with max ex−showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

a) Transfer of the employee from one city to another.
b) Change of grade/level.
c) Change of residential accommodation.
d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:

a) 25% of the annual kitty in Q1
b) 25% of the annual kitty in Q2 & balance of Q1, if any
c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
d) 25% of the annual kitty in Q4 & balance of Q1,Q2,Q3, if any

For the purposes of the plan, the quarters will be as follows:

a) Q1 – April, May, June
b) Q2 – July, August, September
c) Q3 – October, November, December
d) Q4 – January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro–rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer
Original Required for Verification: Yes
No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate
Original Required for Verification: Yes
No of Copies: Two

3 Salary details of previous Employment
Original Required for Verification: Yes
No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree
Original Required for Verification: Yes
No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied
Original Required for Verification: No
No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license
Original Required for Verification: No
No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license
Original Required for Verification: No
No of Copies: One

8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name
Original Required for Verification: Yes
No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.
Original Required for Verification: Yes
No of Copies: Four

10 NSR Registration Number

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

Agreement Regarding Confidential Information and Proprietary Developments India

Uzma Patil

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I

understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know−how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

(a) to use such information only in the performance of Company duties;
(b) to hold such information in confidence and trust; and
(c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

(a) to disclose them promptly to Company;
(b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
(c) to assign any right of recovery for past damages to Company; and
(d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with

my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) No Solicitation of Customers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for the benefit of a Competing Line of Business if I either had business−related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post−employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments

and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior to my acceptance of such terms.

FOR Company

{{Sig1_es_:signer1:signature}}

Lokendra Sethi
Vice President - Human Resources

FOR Employee

Name : Uzma Patil

{{Sig1_es_:signer2:signature}}

Date : {{Dte_es_:signer2:date}}

17 March 2022
Anjaneya Vijay Ghatge
EL – B.E / B.Tech
AISSMS College of Engineering

Dear **Anjaneya Vijay Ghatge,**

Congratulations! Further to your selection under Hexaware Mavericks program and your acceptance of the offer, we are pleased to offer you a position as "**Trainee**" from **17 March 2022** at **Chennai** office as per the following terms and conditions. Please note that this appointment letter supersedes all earlier letter/s issued to you and as such the earlier letter/s of appointment issued to you stand cancelled.

1. An amount of INR **15000**/-pm will be paid as stipend under Apprenticeship Act, 1961, for a period of up to **6** months i.e. during the classroom training. There will be no deduction of Provident Fund, Professional Tax and ESIC.
2. Post completion of the stipend period you will be paid salary as per the annexure attached and marked as Annexure "I".

3. The training period is of one year duration from the date of joining and shall comprise of classroom as well as on-the-job training. Upon completion of stipend period you will be re-designated as **Associate Software Engineer**. However, your on-the-job training would continue till you complete one year from the date of joining.

4. The continuation of your training and subsequent employment will be subject to you meeting the qualifying criteria during and at the end of the training period. Upon successful completion of training period you will be considered for an employment with the Company. For the sake of clarity the company may at its sole discretion evaluate you for permanent employment.

5. During the training period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training can be terminated by the Company without any notice or compensation. However, the Company reserves the right to terminate your services at any point in time on disciplinary grounds/ poor performance/ non-adherence to Company's rules and regulations and violation of any other terms of employment, without any notice or compensation.

6. In the event the company decides to hire you on permanent basis, provided you have successfully completed your training, the notice period for severance will be three months on either side or salary in lieu thereof. Salary for purpose of this clause means Basic Salary. However, the discretion to release you earlier than three months would be solely with the management. Notwithstanding anything contrary contained herein the notice period stated in this section is subject to any other agreement that the employee has entered into with the

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company whether in past, present or future, AND in the presence of such agreement, the notice period stated in this section shall apply on completion of such other term / period / duration as agreed under any such documents / agreements.

7. In the event you are in breach of any terms and conditions of this letter or any of the applicable terms or policy as may be imposed by the company from time to time. Company may at its sole discretion terminate the training/ employment with immediate effect.

8. Your compensation is strictly confidential, and we expect that you maintain the confidentiality of the same at all times. Increments are not automatic but will be based solely on your performance as evaluated through the performance appraisal system or any other mechanism as the Company may deem fit for the purpose of deciding the same.

9. Your designation is merely indicative of the responsibilities which you are required to carry out. The Company shall be entitled to advise you, at any time, to perform any other administrative, managerial, supervisory, or other functions as per business needs and you will be bound to carry out such functions.

10. The Company may nominate you to attend trainings that might involve a considerable cost. Similarly you may be deputed to client's site to gain knowledge and utilize the same to execute projects in India/abroad. In view of this you will be expected to serve the Company, on completion of the training/knowledge transfer, for a specified period as required by the Company.

11. During the term of your employment with the Company, you agree not to undertake employment, whether full-time or part-time, as the Director/Partner/member/employee of any other organization or entity engaged in any form of business activity without the consent of Hexaware. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn or terminated at the sole discretion of the Company.

12. You shall at all times observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, and which according to the Company are necessarily confidential, form valuable property of the Company and not made available to the trade. Further, you will not disclose such data or information without written consent from the Company to anyone other than the Company's officials who are authorized to receive the same. You will sign the "Non-Disclosure Agreement" (NDA) at the time of joining and shall abide by the terms and conditions mentioned therein.

    Even after you have ceased to be in the service of the Company, the confidentiality obligations shall be perpetual and binding on you and you shall not disclose the same to anyone.

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13. You will assign to the Company the right, title and interest in any invention or improvement that you may make solely or jointly in the course of your training period and subsequent employment which may be relating to the products/services marketed, based, developed and you will perform any acts, execute such documents without expenses to you, which in the judgment of the Company, may be needful or desirable to secure to the Company patent protection and any/all rights relating to invention or improvement.

14. You shall maintain proper discipline and dignity of office and shall deal with all matters with sobriety, utmost discipline and judiciousness.

15. You shall be governed by Hexaware Code of Conduct (COC) and will be required to sign an undertaking which will be given to you separately at the time of joining. You are always requested to read and comply with the same. Any breach of COC provisions or the terms and conditions of employment may result into termination and/or an appropriate disciplinary action.

16. You shall follow the daily attendance process laid down in the Company from time to time.

17. You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.

18. Due to business needs, you may be required to travel outside India. You are, therefore, advised to hold a valid passport at all times. Please submit a copy of your valid passport forthwith, if not submitted earlier. In case you do not possess a passport or if the same is no longer valid, you are required to obtain it, at your own expense, and submit to HR dept. within 45 days. You can use the TATKAL service for faster issuance of the passport. It would also be to your advantage to have a four-wheeler driving license as well.

19. As per income tax rules it is mandatory for you to submit a copy of your PAN (permanent account number) card at the time of joining. In case you do not possess it, you are required to obtain it, at your own expense, and submit to HR dept.

20. You will adhere to the dress code as laid down by the Company. You will also observe the work timings/holidays as applicable to your place of posting and as amended from time to time. Further, you should be prepared to work on any shifts, as may be warranted by the Company/client's work requirements.

21. You will inform the Company of any change in your residential address forthwith.

Monica Mathur

22. During your training period /employment terms and in the event of ceasing the services of the Company for whatsoever reason, you agree that, in addition to any other limitation during the term of your employment and for a period of 1 year after the termination of your employment, you will not directly or indirectly:

    (i) Solicit or accept employment with any client / customer of Hexaware or its Subsidiaries, to which you provided services as a Hexaware employee.

    (ii) On your behalf or as a partner or as an officer, director, an employee, agent or shareholder or any other entity; or person or as a trustee, fiduciary of other representative or any other person or entity.

    (a) Employ, solicit the employment of, or encourage or aid any other party to employ or solicit the employment of any Hexaware employee or independent contractor.

    (b) Contact any persons or companies which are customers or prospective customers of Hexaware or any of its affiliates or subsidiaries for the purpose of soliciting the customers or prospective customers in competition with Hexaware its affiliates or subsidiaries nor solicit or divert or cause anyone to solicit or divert, any such customers or prospective customers from Hexaware its subsidiaries, affiliates.

    For the purpose of point No. (i) & (ii) above, Hexaware client / customer means and include any organization or person or Franchisee to which for a fee or charge, Hexaware has provided services. A prospective client / customer means a person, or another organization or person to which Hexaware has, within the twelve months period preceding such termination or separation of employment, has / has submitted a proposal to provide services, the preparation of which included your direct involvement.

23. It is agreed that it shall be open to the Company from time to time to vary any remuneration, benefit, facility or perquisite that may be extended to you.

24. Your appointment is transferable and the Company, at its discretion, may transfer you to any other department or to any place in India or outside India and as such you may, at any time, be transferred to any of the offices of the Company, its associates, organizations with whom the Company has transactions, whether the office, subsidiary, associate or organization is in existence today or is to be set-up hereafter. While every attempt will be made to give you reasonable advance notice of such transfer, in case of emergency such transfers may be made effective immediately.
    a) You will observe working timings and holidays as applicable to your location and place of work.
    b) On your transfer/deputation to any other place as stipulated in clause(10) you will observe the working timings and holidays as applicable to the location and place of work where you have been transferred/deputed, without any change in remuneration.

25. During your employment with the Company you will comply with the provisions of the Information Security policies, procedures and guidelines of Hexaware at all times and which shall extend beyond the normal working hours, whether inside or outside the office premises

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including customer site / location. Any violation will be viewed very seriously and attract strict disciplinary action.

26. If during the period of your employment with us you achieve any invention, process improvement, operational improvement or other processes/methods that will likely to be resulting into more efficient operation of any of the activities of the Company, the Company shall be entitled to use, utilize and exploit such improvements and you shall assign all your rights to the Company for the purpose of seeking any patent rights in respect thereof or for any other purpose.

27. Upon leaving the Company, you will not take with you any drawing, blue print or other reproduction or other data, tables, calculations, letter or other documents or any other writing or copy of writing of any nature whatsoever pertaining to the business of the Company or any of

    Its subsidiaries and the same are to be handed over back to the Company, failing which the Company shall treat it as breach of the Confidentiality obligations and shall be forced to take strict action against you.

28. You warrant that you are not in breach of any contract with any third party or restricted in any way in your ability to undertake or perform the duties of your employment. During the period of this employment you shall not draw, accept or endorse any cheque or bill on behalf of the Company or, in any way, the Company's credit except so far as you may have been authorized by the Company to do so, either generally or in any particular case.

29. 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. In the event a client seeks information pertaining to business aspect of your employment (including Resume), the company shall provide such information to the client without any notification to you.

30. If you remain absent for a continuous period of 3 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily abandoned your services and Company will be constrained to take necessary disciplinary action against you as per policy, your terms of employment and/or any other document.
31. Your appointment is subject to your submitting copies of mark sheets /certificates in respect of all your educational qualifications at the time of joining. You are required to submit all the mark sheets with respect to your graduation/post-graduation forthwith to the HR Dept., if same has not been submitted earlier. You should have also been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or

Monica Mathur

any of the mark sheets/proofs in respect of your qualifications and any condonation of delay in submission of the same shall be at the discretion of the Company.

32. Your appointment and its continuance is subject to your being found and remaining medically (physically and mentally) fit. The Company reserves the right to ask you to undergo medical examination if and when considered necessary.
33. Your appointment and its continuance is subject to you clearing verification checks at the time of joining and thereafter, which includes criminal, previous employments, educational qualifications, reference checks and all such other checks. Any discrepancy found in the above will result in immediate termination of your services.
34. Also this appointment is subject to your not being a partner or relative of a Director of the Company within the meaning of Section 314 of the Indian Companies Act, 1956. A list of Directors is available in the Head Office for perusal.
35. The age for retirement from services of the Company is 58.
36. If any information furnished by you in your application for training or during the selection process or during your joining or post joining is found at any time during your employment to be incorrect or false, and /or if you have concealed any information regarding your qualifications and experience, the Company shall have the option to terminate your services without notice or compensation.
37. At all times you will be governed by the Company's rules and regulations (and practices) as enforced from time to time on matters whether specified herein or not, including but not limited to matters such as designation, emoluments and the structure thereof, working hours, etc. and also all the published policies of the Company. Also, Company's decision on all such matters shall be final and binding on you.
38. Your employment terms may be specifically enforced legally, if required. In this connection, if any of the provisions of this contract of employment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this contract shall continue in force and effect.
39. Any dispute or difference, whatsoever, arising between you and the Company, out of or relating to the construction, meaning or operation or effect of the terms of this letter and the earlier letter dated letter shall, unless resolved amicably shall be referred to Arbitration of Sole Arbitrator to be appointed by the Company. The Sole Arbitrator appointed shall be an Authority appointed by the Company and such appointment as Sole Arbitrator shall be acceptable to you. All proceedings under such Arbitration shall be held in Mumbai and would be in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and any statutory modifications or re-enactments thereof. It is agreed and understood that the courts in Mumbai only and exclusively shall be competent to entertain any application or petition pertaining to the arbitration agreement and/or arbitral proceedings pursuant to this clause and no other court elsewhere shall have jurisdiction to entertain any application or petition pertaining to the arbitration agreement and/or arbitral proceedings pursuant to this clause.

Monica Mathur

40. The terms of this letter issued to you shall be binding for all purpose and shall at all times remain confidential and are not to be disclosed to any third party unless the matter is referred for arbitration in the circumstances mentioned above.

41. All the female employees, who will be completing minimum 80 working days with Hexaware, will be eligible for the following benefits under our Maternity Leave Policy:

    - Maternity Benefit of twenty-six weeks (including all the intervening Saturdays. Sundays and Company Declared Holidays) of which not more than eight weeks shall precede the date of her expected delivery, in first two instances of childbirth.
    - Maternity Benefit of twelve weeks (including all intervening Saturdays, Sundays & Company Declared Holidays), of which not more than six weeks shall precede the date of her expected delivery, for a woman having two or more than two surviving children.
    - A woman who legally adopts a child below the age of three months shall be entitled to maternity benefit for a period of twelve weeks(including all intervening Saturdays, Sundays & Company Declared Holidays) from the date the child is handed over to the adopting mother.
    - A woman getting a child through surrogacy shall be entitled to maternity benefit for a period of twelve weeks (including all intervening Saturdays, Sundays & Company Declared Holidays) from the date the child is handed over to her.

Please return the duplicate copy of this letter duly signed in token of acceptance of the terms and conditions of employment within seven days of you receiving this letter.

We look forward to your continued contribution and wish you all the best in your future endeavors.

With best regards,
For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur

Monica Mathur
Vice President, Recruitment-India & APAC

Monica Mathur

ANNEXURE I		
NAME: Anjaneya Vijay Ghatge **EMP No.: 1000071624** **Designation: Trainee**		**Date: 16 Sep 2022** **DOJ: 17 March 2022** **Grade: GET**
	Monthly	**Annual**
Fixed components		
Basic	15,000	180,000
HRA	7,500	90,000
Statutory Bonus[1]	2,000	24,000
Flexible Component	6,075	72,900
Gross Salary	**30,575**	**366,900**
Other Annual Benefits		
Medical Insurance premium Contribution[2]		2,500
Retiral Benefits		
Provident Fund @12% of Basic	1,800	21,600
Gratuity premium contribution[3]	750	9000
Total Cost to Company		**4,00,000**

Notes:

1.Bonus amount will be paid monthly *to comply with the Payment of Bonus Act. The final bonus amount will be computed as per the provision of the Payment of Bonus Act post the closure of the financial year (January – December) and any shortfall or excess will be adjusted accordingly.*

2.*You will be covered for medical insurance under the Group Hospitalization scheme of the Company.*

4.You will be covered under the Gratuity Scheme of Hexaware Technologies Limited. You will be eligible to receive the benefits under this scheme, subject to a minimum of 5 years of continuous service with Hexaware

Monica Mathur

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

Superset ID: 1256883

Letter of Intent ("LOI")

Dear Sanket Patil,

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

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

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

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

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

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

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

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1256883**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1256883**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1256883**

Thanking you,
Yours Sincerely,
For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

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ANNEXURE 1

Sanket Patil
Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only).** On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only).** Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

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Cognizant



02-May-2022

Dear Sumedh Bapurao Panpatil,
B.E., Mechanical Engineering
AISSMS Group of Institutes

Candidate ID – 19801478

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 only **15 days** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

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

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

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship (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:**

Cognizant

Compensation and Benefits

Name: Sumedh Bapurao Panpatil **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

Note: The Insurance amount may vary subject to market conditions from time to time.

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

Sumedh Bapurao Panpatil, 22, residing at _____ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

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

RECITAL:

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

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

1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

2. Place of Employment

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

3. No Alternate Employment, No Conflict, Etc.

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

Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

4. Confidentiality

a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.
c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.
f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

5. Data Protection

By signing below,
a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

6. Work Schedule

a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.
b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.
c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24

hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per any Company policy and which will be notified to you in advance.
d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

7. Background Check

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

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

8. Compliance with Company Policies

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

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

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

9. Non-Compete and Non-Solicit Restrictions

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

Godrej & Boyce Mfg. Co. Ltd.
Regd. Office: Pirojshanagar,
Vikhroli, Mumbai 400 079, India
Tel: +91-22-6796 1700 / 1800
info@godrej.com
www.godrej.com
CIN U28993MH1932PLC001828

Corporate Personnel & Administration Dept.

Ref: HK/P&A/CAMPUS-OFFER'2022-23/CN-252 12th September 2022

Dear Mr. Ashish Karande,

Greetings from Godrej!

We are delighted to have you coming on board on **19th September 2022.**

We are sure that you are keenly looking forward to what's in store for you upon your joining us.

To make your transition in Godrej smooth, we have planned a comprehensive Corporate Orientation Program at our Vikhroli Establishment in Mumbai.

Your portfolio / assignment and the place of posting will be shared with you after the Corporate Orientation Program.

To enrich you with knowledge, learning, skills and experience during the traineeship, you will be undergoing a structured Training Program comprising of learning inputs in a phased manner:

Phase I (At the time of Joining): - Corporate Orientation Program, followed by:

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

Phase II (Mid-Year): - Developmental Program(s)

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

Phase III (Upon completion of the Training): - Organization Level Development Programs (Common for all) followed by:

- Advanced Programme of Technical Training Program (or)
- Sales, Service and Marketing Training Program (and)
- On-The-Job Training, as applicable.

When you take up the assignment, we have earmarked for you, you will have a `buddy' to help and guide you in the initial days. Please feel free to speak to / write to us for any information that you may need:

Ms. Rachna Bhuse (rachna@godrej.com, Mobile: 9821490425)
Ms. Leenat Sawar (leenat@godrej.com, Mobile: 8169960727)

We look forward to you becoming part of the exciting growth journey at Godrej!

With best wishes,



Harpreet Kaur
Senior Vice President & Head-
Corporate Personnel & Administration
Encl.: Offer Letter

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Corporate Personnel & Administration Dept.

Ref: HK/P&A/CAMPUS-OFFER'2022-23/CN-252

12th September 2022

Mr. Ashish Vilas Karande
Near Siddhnath Temple
Karande Bungalow and Farm
Sadobachiwadi, Tal - Baramati
Pune - 412302
Mob: 9552256552

TR CAT: C-200

OFFER LETTER

Dear Mr. Ashish Karande,

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your selection as **Graduate Engineer Trainee** in our Organization. Your appointment is covered under the provisions of **The Apprentices Act, 1961 and its subsequent amendments thereto.** The terms & conditions are as given below:

1. **Place of Posting & Period of Training:**

   Your initial place of posting will be at our Vikhroli Establishment, Mumbai. The training period will be for a period of twelve (12) months from your date of joining, i.e., **with effect from 19th September 2022.**

2. **Consolidated stipend:**

   You will be paid an All-inclusive Consolidated Stipend of **Rs. 36,000/- (Rupees Thirty-Six Thousand only)** per month.

   (In the event of any legislation being enacted/made applicable treating the above mentioned "Consolidated Stipend' as "Salary" for the purpose of calculating Provident Fund, Gratuity, House Rent Allowance, Medical or any other direct / indirect benefit or contribution etc., then in such an event, the said "Consolidated Stipend' shall stand adjusted / modified to the extent so that there is no additional financial burden on the Company on this count i.e., the stipend payable to you by the Company, inclusive of all statutory, direct / indirect benefits or contributions, shall not exceed the above mentioned Consolidated Stipend per month).

3. **Leave Entitlement:**

   You will be eligible for Leave as per the Leave Rules of the Organisation applicable to the trainees covered under The Apprentices Act, 1961. The same is subject to change from time to time.

4. **General terms & conditions:**

a) Although it is not mandatory and / or obligatory on the part of the Company to offer you employment upon completion of the training period, you will be considered for any suitable opening that may arise / exists at that point in time, subject to your overall performance, attitude, conduct, attendance & punctuality besides meeting the requisite selection criteria.

b) As a part of the terms and conditions mentioned in this Offer Letter, you will be required to sign a Service Agreement for a period of two years (one year as a Trainee and one year subject to being absorbed in regular employment upon successful completion of the training period).

   We are enclosing the soft copy of the Service Agreement which you are required to prepare on a **Stamp Paper of value Rs.200/-** and submit the duly filled-in and signed (by you and the guarantor) Agreement on your date of joining. Please note that it is mandatory to carry the Service Agreement on your date of joining along with the Offer acceptance copy.

Contd....(2)

Godrej & Boyce Mfg. Co. Ltd.
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Mr. Ashish Vilas Karande, Pune - 412302

c) During the training period, you will not be eligible for any Variable Pay (viz., Performance Pay, Sales / Service Incentives etc.).

d) Your selection as a trainee is subject to you being found medically fit by the Company's Medical Officer or by a Medical Practitioner of Company's choice.

e) While your initial place of training / posting will be at our Vikhroli Establishment, you are liable to be transferred to any of the Company's Establishments / Upcountry Manufacturing Plants / Project Site Office within the territory of India during your training period and/or thereafter and the same will not have any impact on your Consolidated Monthly Stipend. You will be adhering to six days per week work schedule. The salary/stipend disbursement is on the 10th day of every month.

f) The Management shall decide your Function (Profile), Division and the Place of Posting as per the business need and exigencies, and the same shall be communicated to you during the Corporate Orientation Program. The Management's decision in this regard shall be final and binding on you.

g) If and when it is required to impart training to you on a non-working day, you will be required to report for training on such days for which you will be given compensatory off. Similarly, as and when required, you may be called upon to report in second shifts when specific / special training opportunities are available.

h) If you wish to resign from the traineeship of the Company, the notice period is one month during the training period, and you will be permitted to do so subject to your fulfilling the terms & conditions as per the Service Agreement signed by you. The Company reserves the right not to accept the notice period depending upon business needs and requirements. In case you leave the traineeship without fulfilling the terms & conditions as applicable to you, the Management reserves the right to initiate appropriate proceedings as per law.

i) Your traineeship can be terminated by the Company at any time by giving you one month notice. Upon successful completion of the training and after absorption in regular employment, the notice period is three months on either side.

j) The Company reserves the right to terminate your traineeship / employment at any time without notice or payment in lieu thereof if you are found guilty of absence from duty without prior intimation and/or permission for a continuous period of seven days or more, insubordination, non-performance, low productivity, disclosing confidential data or information pertaining to the Company, bonafide loss of confidence, misappropriation of Company's funds, causing damage to the property of the Company, non-compliance of Company rules & regulations besides omission / commission of any act on your part which may be prejudicial to the interest of the Organization.

In case you need further information about the pre-joining / joining process, please contact Mr. S G Kannan (Mobile 9820506928, Email id: sgkanan@godrej.com) or Ms. Aliamma (Mobile 9867066396 Email id: aliamma@godrej.com).

Contd.... (3)

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5. **Qualification Clause (Declaration of Final Year / Semester Results):**

If your selection is being made prior to the declaration of the final semester results of the examination for which you have recently appeared, you are required to inform the Company about the results immediately upon declaration of the same by the University / Institute. You shall submit a copy of the mark sheet / certificate issued by the Institute / University as documentary evidence and produce the original for verification. In case, you do not pass the said degree / diploma examination, your selection / appointment will be deemed to be automatically terminated without notice or payment in lieu of notice with effect from the date of the declaration of the result at the discretion of the Management. Further, if you are unable to submit the official documentary evidence in support of you having secured a final pass in the aforesaid examination prior to the completion of the training period, your appointment will automatically stand terminated without notice at the end of the training period at the discretion of the Management.

6. **Submission of False Documents:**

If at any time in future, the documents submitted by you pertaining to your date of birth, residence, family details, educational qualification and/or external work experience etc are found to be false / incorrect, the Company reserves the right to terminate your appointment forthwith besides initiating necessary legal proceedings against you as per law.

7. **Code of Conduct:**

You will be bound by the Company's Code of Business Conduct & Ethics as applicable from time to time and will be required to sign the `Code of Business Conduct & Ethics upon your joining the Company. In addition, you will be required to sign an `Employee Non-Disclosure & Confidentiality Agreement' upon your joining the Organization, which aims to protect the intellectual proprietary rights and business information of the Company and its clients / business associates.

8. **Conflict of Interest:**

You are expected to carry out your duties and responsibilities diligently, and shall always, safeguard the interest of the Company. During your traineeship / employment in our Company, you are required to devote yourself exclusively to the services of the Company and you shall not undertake yourself directly or indirectly with any business, duties or outside work, either part time or full time, without the prior express permission of the Management. The Company regards conflict of interest as a severe offence, which may lead to strict disciplinary action, including termination of your traineeship / employment without notice.

9. **Indemnity:**

You shall indemnify the Company against any loss / damage, proceedings which the Company may suffer due to any wrongful acts, negligence and/or gross dereliction of duties on your part. Such indemnity shall not prejudice the right of the Company to terminate your traineeship / employment on such count or the right of the Company to seek other remedies which the Company may have to make good the loss / damage suffered.

10. The Company reserves the right to add to, amend or vary the forgoing terms and conditions as and when found necessary.

The formal Letter of Appointment will be issued to you upon completion of the Corporate Orientation Program.

Contd....(4)

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CIN U28993MH1932PLC001828

Mr. Ashish Vilas Karande, Pune - 412302

Please report for the Corporate Orientation Program commencing on **Monday, 19th September 2022** at **8.45 a.m.** at the following venue:

Godrej & Boyce Mfg. Co. Ltd.
Room No.317, Plant 13 Annexe, 3rd Floor
Pirojshanagar, Vikhroli East, Mumbai 400 079.

Please bring the following with you, when you report for the Corporate Orientation Program:

- All certificates and marksheet in original pertaining to your educational qualification, along with one set of photocopies (S.S.C. or School Leaving Certificate to be submitted as documentary evidence for date of birth).
- Three passport size photographs (in professional attire)
- Photocopy of PAN Card and Aadhar Card.
- Letter from your present/last employer confirming that you have been relieved from their service (only if applicable).
- Original Service Agreement (made on a stamp paper of value Rs.200/-) duly signed by you and your guarantor in all the pages.
- Copy of Final Vaccination Certificate, if not given earlier.

Any dispute, differences or disagreement arising out of the terms & conditions of this Offer Letter & the Service Agreement entered by you with the Company shall be referred to a Sole Arbitrator nominated by the Company under the provisions of Arbitration & Conciliation Act, 1996, whose decision shall be final and binding. The language of the Arbitration shall be English and the location of the same shall be in Vikhroli, Mumbai.

Please email us a scanned copy of last page (i.e., Page no. 4) of the offer letter with your signature as a token of your acceptance of its terms & conditions, within two days of receipt of this email.

We look forward to your joining Team Godrej for a bright and prosperous career with us.

Yours truly,

For Godrej & Boyce Mfg. Co. Ltd.



Harpreet Kaur
Senior Vice President & Head-
Corporate Personnel & Administration

Encl.: As above

I have gone through the terms and conditions of the aforesaid Offer Letter and the Service Agreement. I hereby agree to abide by the same. I will report for the Corporate Orientation Program on _____.

Signature: _____ Date: _____ Mobile Number: _____

Pinnacle
INDUSTRIES

Ref: PIL/HR/Offer/2022

16th September 2022

To,
Mr. Neemesh Nanaware
Rohan Nilay, 01, near Spicer High School,
Aundh Pune, 411007

EMPLOYMENT OFFER LETTER

Dear Neemesh,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **GET** in **T3** grade in the **R&D – Corporate** Department of Pinnacle Industries Limited based in Pune.

You will receive a compensation of **Rs.2, 65,000/-** (Rupees Two Lakhs Sixty Five Thousand only) per annum which is detailed in Annexure. This will be disbursed to you as per the prevailing rules and guidelines of the organization.

This offer is valid subject to your joining us on or before **19th September 2022**. Once you join the company you will receive our appointment letter illustrating the standard terms and conditions of employment with the organization.

On the date of your joining, you are requested to bring along the following documents as part of our joining compliance.

1. Pan Card.
2. Aadhaar Card.
3. Original & Copy of educational Certificates.
4. Original & Copy of professional Certificates.
5. 3 Passport Size photographs on white background. (Both hard & soft copy)
6. Medical Fitness Certificate.

We are glad that very soon you will be part of our team, we look forward to your Long and meaningful association with us.

Yours Sincerely,

For **Pinnacle Industries Ltd.**

Arihant Mehta
President

This offer is received, terms and conditions are accepted

Neemesh Nanaware ***16th September 2022***

Scanned with CamScanner

SPARK MINDA
Powered by Passion

MINDA CORPORATION LIMITED
(WIRING HARNESS DIVISION)

11th June 2022

Mr. Prajot Prabhakar Bhosale

Pune,
Maharashtra.

OFFER OF TRAINING

Dear Mr. Prajot,

We are pleased to appoint you as **"Graduate Engineer Trainee (Level - IV B)"** at Minda Corporation Limited, Wiring Harness Division, West, effective from **1st July 2022** on the following terms and conditions:

1. Your initial training will be for a period of one year from 1st July 2022 to 30th Jun 2023.

2. Your salary and perquisites shall be as follows :

   - Basic salary – Rs. 16,246/- (Sixteen Thousand Two Hundred & Forty Six Only)
   - H. R. A. – 30% of the basic salary per month
   - PF(Employer's Share) – 12%of Basic Salary (As per law)
   - Special Allowance – Rs. 100 (Rupees Hundred only) per month
   - Medical Allowance – Rs. 250 (Rupees Two Hundred & Fifty only) per month
   - Conveyance Allowance – Rs. 800 (Rupees Eight Hundred only) per month.

3. You will at all times obey the Rules and Regulations prescribed by the Company through their Code of conduct and not divulge or communicate to any person / persons natural or juristic, any information (whether of technical, commercial or general nature) about the affairs of the Company or of their Management during the period of training or even thereafter.

4. You will be entitled to casual leave of 7 days per annum and sick leave of 7 days per annum (Not entitled for SL if covered under ESIC) and earned leaves of 15 days per annum. The modalities of computation of the above leave would be as per company's rules.

5. This offer for training does not bind the company to provide regular employment to you during or after the completion of your training period nor does it entitle you to claim employment in the Company during or after the completion of your period of training.

6. After satisfactory completion of your training and subject to the availability of vacancies in the company at that time, you will be confirmed in the regular service of the company in writing.

7. You shall at all times well and truly account for and shall, when so required hand them over to responsible authority all properties and things belonging to the Company which may have been placed in your custody or under your superintendence or may otherwise have come into your possession or under your control.

8. You may be posted, from time to time to any office or factory or associate or subsidiary of the company and to any shift in case the factory works more than one shift. Your working hours will be determined by the office or factory to which you are posted from time to time. You will be required to reside at the place where your posting is and to make your own arrangements for residence at the place.

9. You will keep the Management informed about any change in your address from time to time. A notice served by post at the last address known to the Management will be deemed to have been personally served on you.

10. You will be subject to one month notice period on either side or pay in lieu thereof on cessation of engagement.

11. You will disclose and assign to the company forthwith any discoveries/invention made by you during the tenure of your employment with the company and such invention will be the sole property of the company.

12. Notwithstanding anything to the contrary, this contract will be deemed to have been concluded at Delhi for all intents and purposes.

If you accept the above terms and conditions, please return the duplicate copy of this letter, duly signed as token of your acceptance.

Thank you,

Yours faithfully,

For Minda Corporation Limited,

Yogesh Petkar

Manager HR- WHD, Pune II

(Signature)

I have carefully read the terms & conditions of the training and hereby confirm my acceptance of the same

SPARK MINDA
Powered by Passion

MINDA CORPORATION LIMITED
(WIRING HARNESS DIVISION)

June 11, 2022

Mr. Prajot Prabhakar Bhosale

Pune,
Maharashtra.

Sub: Pre-employment medical check-up.

Dear Mr. Prajot,

This is in reference to Clause No. 6 of your Letter of Intent dated June 11, 2022.

In this regard, please get the following tests / medical check-ups done and send us the scan copy of the reports for our record:

1. Physician Examination (Height, Weight, B.P & Color Vision checkup)
2. Blood Sugar Fasting
3. Blood Group
4. Cholesterol
5. Urine Routine
6. X-Ray Chest
7. ECG

You will be reimbursed the medical check-up expenses on submissions of original bills / receipts.
OR You may do your medical checkup with our company doctor.

Kindly bring all the original reports and X-Ray sheets along with you on the date of your joining.

Thanking you,

Yours faithfully,

For Minda Corporation Limited,
(Wiring Harness Division)

Yogesh Petkar
Manager HR– WHD, Pune II

Date :11th June 2022

Mr. Prajot Prabhakar Bhosale
Graduate Engineer Trainee (Level - IV B)

- Strictly Personal & Confidential -

Salary Break Up	Our Offer (Rs.)
Basic	16,246
HRA	4,874
PF (Employer's contribution)	1,950
Medical Allowance	250
Transportation Allowance	800
Special Allowance	100
Gross Salary p.m.	**24,220**
Gross Salary p.a.	**2,90,640**
Gratuity - As per law	781
Total	**781**
Salary p.m.	**25,001**
Salary p.a.	**3,00,012**
Other Perks	
Personal Accident Insurance - For 1 Lac $	1 Lac
Mediclaim - (Floater Policy - 1 Lac) (50% prem. paid by Company) $	1 Lac
Sub-total	-
C.T.C. p.m.	**25,001**
C.T.C. p.a.	**3,00,012**

Note:

> $ Notional amount, paid at actuals, as per Company policy.
> Income tax is to be borne by the employee as per applicable tax law.
> Please contact HR for any clarifications.

THERMAX LIMITED THERMAX HOUSE, 14 MUMBAI PUNE ROAD, WAKDEWADI, PUNE 411 003. INDIA ☐ TEL.: (020) 66051200, 25542122 ☐ FAX : (020) 25541226
Website : www.thermaxglobal.com ☐ IT PAN - AAACT 3910D
Customer Care : 18002090115 (India Toll Free)

Human Resources Division

THERMAX

Date: 22/07/2022

Pratik Santosh Sutar
Sr No. 15, Gondhalenagar,
Hadapsar,
Pune, 411028
Maharahstra

Appointment as Apprenticeship Trainee

Dear Pratik,

We are pleased to offer you apprenticeship training in the **Heating** division of **Thermax Limited**. Kindly confirm your acceptance of this letter **within 2 days** from the date of receiving this letter.

Congratulations for the same!!!

This engagement is subject to-

a. You being found medically fit by a registered medical practitioner and
b. You successfully passing your engineering course in the current academic year in the first attempt.

I, Pratik Santosh Sutar, state that I have understood the terms and conditions mentioned herein above and I accept the same.

Signature :

Date :

THERMAX LIMITED THERMAX HOUSE, 14 MUMBAI PUNE ROAD, WAKDEWADI, PUNE 411 003. INDIA ☐ TEL.: (020) 66051200, 25542122 ☐ FAX : (020) 25541226
Website : www.thermaxglobal.com ☐ IT PAN - AAACT 3910D
Customer Care : 18002090115 (India Toll Free)

Human Resources Division

THERMAX

Below are the terms and condition of your appointment post joining the organization.

1. **Monthly Stipend** - During the apprenticeship training period you will be paid a stipend of Rs. 29,167/-p.m. This will exclude any tax or deduction, as applicable.

2. **Period of Apprenticeship Training -** You will be on an apprenticeship training period of 12 months from the date of joining. While you are with us, you will undertake to abide by all the rules, regulations and protocol of the company. During the apprenticeship training period, you will not seek any other employment.

3. **Working Hours:** Your training will be in normal shift timing, as decided by the company.

4. **Leave:** You will be entitled to 21 days of leave which should be availed only after approval from your supervisor.

5. **Travel:** Whenever you are required to undertake any travel on Company work, you will be reimbursed travel expenses as per Company policy.

6. **Transfer** – During your apprenticeship training period you may be transferred to any of our department, establishment, branch or subsidiary of the company in India.

7. **Separation** – In the event of your separation, you need to inform in writing to your Human Resource Business Partner 30 days in advance.

8. **Confidentiality -** You will not disclose, divulge and share any information related to Company's product, customers, drawings and any such confidential information during the course of your apprenticeship training period without prior approval from your supervisor.

9. **On separation/completion of apprenticeship period** – On separation or completion of your apprenticeship training period, you will hand over all the IT related assets, documents, drawings etc., given to you by the company during your training period. Further you shall not make, retain or share any copies of these items and share thereof.

10. You will be governed under the provision of the Apprentices Act, 1961 and Apprenticeship Rule 1992.

THERMAX LIMITED THERMAX HOUSE, 14 MUMBAI PUNE ROAD, WAKDEWADI, PUNE 411 003. INDIA ☐ TEL.: (020) 66051200, 25542122 ☐ FAX : (020) 25541226
Website : www.thermaxglobal.com ☐ IT PAN - AAACT 3910D
Customer Care : 18002090115 (India Toll Free)

Human Resources Division

THERMAX

11. On successful completion of your Apprenticeship you will be given a certificate as per the provisions of the Apprentice Act, 1961.

12. During the apprenticeship training period, if required you may be asked to undergo Medical examination on any health related issue.

13. If the above terms and conditions are acceptable to you, please return the enclosed copy of this letter with your signature along with the documents / certificates as mentioned in Annexure-A.

We look forward to you joining the Thermax family.

Yours sincerely
For **Thermax Limited**



Jasmeet Bhatia
Chief Human Resources Officer

Encl.: Annexure A

I, Pratik Santosh Sutar**,** state that I have understood the terms and conditions mentioned herein above and I accept the same.

Signature: _____

Date: _____

THERMAX LIMITED THERMAX HOUSE, 14 MUMBAI PUNE ROAD, WAKDEWADI, PUNE 411 003. INDIA ☐ TEL.: (020) 66051200, 25542122 ☐ FAX : (020) 25541226
Website : www.thermaxglobal.com ☐ IT PAN - AAACT 3910D
Customer Care : 18002090115 (India Toll Free)

Human Resources Division

THERMAX

ANNEXURE A

Dear **Pratik Santosh Sutar**,

We would require one set of photocopy of all the following documents / information along with your acceptance of the appointment letter. (Please bring Original documents / certificates at the time of Joining for verification and validation).

1. Photocopies of all educational qualification certificates along with mark-sheets.
2. School Leaving Certificate / Birth Certificate
3. Two recent photographs (I Card / Stamp size)
4. Duly filled, signed and stamped Medical Examination Performa for Fitness
5. Two copies of PAN CARD. In case the PAN No is not allotted, then a copy of the acknowledgement for the application of PAN No
6. Two copies of AADHAR CARD. In case the Aadhar Card is not allotted, then a copy of the acknowledgement for the application of Aadhar Card
7. Address Proof (Valid Passport/ Latest Electricity Bill/ Aadhar Card)
8. You are requested to open an account with HDFC/ICICI/Axis/SBI Bank & submit the bank account details supported with a cancelled cheque for salary transfer

Note:
The above-mentioned information / documents / certificates should be submitted at the time of joining, without which we will not be in a position to process your stipend. However, if you have any difficulty in submitting the same, please contact your HR Business Partner in person.

UNO MINDA
THINK. INSPIRE. FLOURISH

CREAT
UNO MINDA ENTERPRISE

25th May 2022

Mr. Shubham Dabhade
Pune

Dear Shubham,

Subject: Offer of Employment

With reference to the recent discussion, we are pleased to offer you employment as **Staff Engineer-LPS** as per the terms and conditions mutually agreed. Your present place of posting shall be at **Centre of Research, Engineering and Advance Technologies, Pune.**

You will abide by all rules and regulations of the Company, which are in operation from time to time.

You will be issued a detailed Appointment Letter at the time of joining the duty and after submission of all required certificates. You may join duty on or before **4th July 2022**, later to which this offer shall stand withdrawn.

Kindly bring your original testimonials, their photocopies along with five coloured passport size photographs at the time of joining.

Please send your resignation letter duly accepted by your present company to us and bring the relieving letter of your present company on the day of joining.

Please sign the duplicate copy of this letter as token of your acceptance to this offer.

With best wishes

For **MINDA INDUSTRIES LIMITED**

Deepali Danak
Deputy General Manager-HRM

Document Classification Confidential

MINDA INDUSTRIES LTD: CREAT Division:
ICC Devi Gaurav Technology Park, 2nd Floor, Pimpri Colony, Pimpri - Chinchwad, Pune - 411018
Fifth Floor, Unit No. 513-516 JMS Megapolis, Sohna Road, Gurugram, Haryana - 122018
Registered Office : B-64/1, Wazirpur Industrial Area, Delhi - 110052, CIN : L74899DL1992PLC05033

UNO MINDA
THINK. INSPIRE. FLOURISH

Annexure I

CREAT
UNO MINDA ENTERPRISE

Name :	Shubham Dabhade
Designation :	Staff Engineer- LPS
Level :	VA
Unit Name :	CREAT

Components	Minda Offer (Rs. Monthly)	Minda Offer (Rs. Annual)
BASIC	16,748	2,00,979
H.R.A.	8,374	1,00,490
Bonus / Ex-Gratia (15% of Basic)	2,512	30,147
CO. P.F.(12% of Basic)	2,010	24,117
UNIFORM MAINTENANCE ALLOWANCE	800	9,600
CHILDREN EDUCATION ALLOWANCE	400	4,800
TRANSPORT ALLOWANCE	1,600	19,200
BOOKS & PERIODICALS ALLOWANCE	2,125	25,500
PROFESSIONAL PURSUIT ALLOWANCE	2,125	25,500
SUPERANNUATION (MIL & MRPL Only)	0	0
SUB TOTAL (A)	**36,694**	**4,40,333**
L.T.A.	0	0
DRIVER EXPENSES	0	0
SUB TOTAL (B)	**0**	**0**
GROSS SALARY (A+B)	**36,694**	**4,40,333**
Benefits & Perquisites		
CAR SCHEME * (Towards Running & Maintenance)	0	0
CAR SCHEME * (Towards notional EMI or part of monthly pay)	0	0
MOBILE EXPENSES LIMIT	0	0
GRATUITY - As per Act	806	9,667
SUB TOTAL (C)	**806**	**9,667**
COST TO COMPANY(B+C)	**37,500**	**4,50,000**

Additional Benefits	Sum Insured	Coverage
Medical Insurance	3,50,000	Employee+Spouse+2 Dependant Kids
Accidental Insurance	20,00,000	Employee

Authorized Signatory **Candidate Signature**

MINDA INDUSTRIES LTD: CREAT Division:
ICC Devi Gaurav Technology Park, 2nd Floor, Pimpri Colony, Pimpri - Chinchwad, Pune - 411018
Fifth Floor, Unit No. 513-516 JMS Megapolis, Sohna Road, Gurugram, Haryana - 122018
Registered Office : B-64/1, Wazirpur Industrial Area, Delhi - 110052, CIN : L74899DL1992PLC05033

Offer Letter and Terms of Employment
Date: 30.09.2022

Dear **Suraj Khandelwal**,

At the outset, we would like to extend our sincere thanks for exploring career opportunities with KPIT.
Further to our discussions, we are delighted to extend you an offer of employment.

This offer is based on your profile, relevant work experience and performance in the selection process.

- Designation: **Trainee**
- Grade: **A Grade**
- Base Location: **PuneHinj-Phase3**
- Joining Date: **14.11.2022**

Your Total Target Compensation including all benefits will be INR 400,000.00/- (Four Lakh) per annum. Annexure A provides a detailed break-up of the compensation package.

You shall be governed by the terms and conditions of service during your employment with KPIT as per existing policies and those that may be amended from time to time.

Kindly confirm your acceptance in writing within 7 days from the date of this offer beyond which this offer is considered null and void. Your offer is subject to a positive background check and in case the background check comes out negative, company reserves the right to terminate your services with immediate effect.

You will be eligible for Gratuity, Mediclaim and Group Personal Accident Insurance benefits as per the company policy. The duly signed appointment letter will be issued to you on the first day of your joining at KPIT only upon submitting your valid testimonials and related joining formalities.

A new assignment, work place and colleagues, await you to jump start to achieve the company's vision of building a global Mobility Organization. Work life at KPIT is all about mobility, enabling our customers by accelerating implementation of next generation mobility technologies. We value fun as an integral part of our culture.

As a token of your acceptance of the above terms and conditions of the offer, please sign the duplicate copy of this letter and indicate the date on which you can begin your employment with us.

Yours Sincerely,
For: KPIT Technologies Limited



Rahul Uplap
Associate Vice President
Global Head - Education & Competency Development (ECoDe)

COMPENSATION & BENEFITS

The details of your compensation and benefits are given below:

Basic Salary

- Your Basic Salary will be **INR 16,500.00/-** per month.

House Rent Allowance

- Your HRA will be **INR 8,250.00/-** per month.

Monthly Bonus

- You will be eligible for monthly bonus of **INR 3,300.00/-**.

Employer's contribution to Provident Fund

- You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and KPIT will contribute 12% of your basic salary every month towards Provident Fund, as per the provisions of the said Act
- You are required to submit your Universal Account Number (UAN), if any, issued by your previous employer on the Declaration Form (Form 9) so as to link your UAN with KPIT PF / Pension account

Flexi Basket (FB)-

- FB offers you the flexibility to design part of your compensation within the defined framework, once in a financial year
- To design your FB you may access the link in the "myWorld", KPIT's internal portal
- Your tax will be deducted as per income tax guidelines

Components under FBP are listed below -

Children Education Allowance

- Maximum for 2 Children - **INR 1200/-** per child per annum
- Tax exemption - on submission of original bills for children tuition fee
- Paid on monthly basis

Professional Development Allowance

- Maximum upto **INR 50,000/-** per annum
- Tax exemption - on submission of original bills for self ONLY
- Paid on monthly basis

Meal Allowance

- Option of **INR 13200/-** or **INR 26400/-** per annum
- Tax - Exemption - On subscribing Sodexho Food Card or PayTM Food Wallet only
- No bills required

Hostel Allowance

- Max for 2 Children - **INR 3600/-** per child p.a.
- Tax - Exemption - On submission of original bills for children's Hostel Fees ONLY
- Paid Monthly

National Pension Scheme (NPS)

- Min **INR 6015/-** p.a. and Max up to 10% of Basic
- Amount contributed in PRAN account monthly (if subscribed for the same)

Leave Travel Allowance (LTA)

- Maximum upto **INR 50,000/-** per annum
- Tax - Exemption - On submission of original bills for Self/Spouse/dependents which can be claimed twice in a block of 4 year
- Paid Once in a year
- If not claimed by Dec Payroll cutoff date, the amount shall be paid in March pay Salary as taxable.

Other Allowance

- Fully Taxable, this is balance amount post FB restructuring

Special Allowance

- Your Special Allowance will be **INR 500.00/-** per month.

Total Targeted Compensation (TTC)

- TTC is the sum of all components namely - Basic Salary, HRA, Monthly Bonus, Employer PF contribution, FB, Special Allowance and VPI.

Gratuity

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

Employer's contribution to Insurance Premium

- Amount mentioned is an indicative average cost incurred by Company towards Group Mediclaim, Group Personal Accident and Group Term Life Insurance premium

Other benefits

- It's a sum of gratuity and employer's contribution to insurance premium

Cost to Company (CTC)

- CTC is the sum of all components namely - Basic Salary, HRA, Monthly Bonus, Employer PF contribution, FB, Special Allowance, VPI, Gratuity and Employer's Contribution to Insurance Premium.

OTHER BENEFITS

Bond

- You will also be required to sign a Bond of **24** months prior to your appointment. This covers the cost of training that we will provide to you. In the event of breaching the bond, there will be a penalty of **INR 200,000.00/-** payable to the company in lieu of training costs.

Annual Leave

- You will be eligible for Annual Leave as per the Employer's Leave Policy, the policy however can be modified time to time at Employer's discretion. You can refer to the Leave Policy on the "myWorld", KPIT's internal portal

Holidays

- You are entitled to Public Holidays applicable in India every year at the regular rate of pay. If placed at a customer site, you must follow holidays observed by customer.

Benefits Coverage

- Group Medical Insurance cover of **INR 6,00,000.00/-**
- Group Term Life Insurance cover of **INR 11,00,000.00/-**
- Group Personal Accident Insurance cover of **INR 20,00,000.00/-**

* The above Plan however can be modified on yearly basis at Employer's discretion

ANNEXURE A

Components	Monthly [Amount (in INR)]	Yearly [Amount (in INR)]
Basic Salary	16,500.00	198,000.00
House Rent Allowance	8,250.00	99,000.00
Monthly Bonus	3,300.00	39,600.00
Employer's contribution to Provident Fund	1,980.00	23,760.00
Other Allowance (Flexi Basket)	2,803.00	33,640.00
Special Allowance	500.00	6,000.00
Fixed Compensation**	**33,333.00**	**400,000.00**
Total Target Compensation	**0.00**	**400,000.00**
Notional Provision for Statutory Gratuity****	0.00	9,524.00
Employer's contribution to Insurance Premium*****	0.00	5,200.00
Other Benefits	**0.00**	**14,724.00**
Cost to Company	**0.00**	**414,724.00**

- ** Fixed compensation is payable subject to adherence of all applicable policies of the organization.
- **** As per Payment of Gratuity Act.
- ***** The amount mentioned is an indicative average cost incurred by Company towards Group Mediclaim, Group Personal Accident and Group Term Life Insurance premium.

Kindly note -

- The above salary break-up is per annum and is provided based on the existing company policies and may undergo change from time to time.
- As per the company policy you are required to maintain total confidentiality of your compensation details.
- Certain figures mentioned in this Letter of Offer, including financial information have been subject to rounding-off adjustments. In certain instances,
  - The sum change of such numbers may not match exactly to the total figure given; and
  - The sum of the numbers in a column or row in certain tables may not match exactly to the total figure given for that column or row.

Terms of Employment -

Working Hours

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

Mobility

- KPIT reserves the right to transfer / utilize your services at any of its offices, work sites, or outside India, on the terms and conditions as applicable to you at the time of transfer.

Salary Review, Increments and Promotions

- Your performance and contribution to the company will be an important consideration for salary Review, increments and promotions
- You will be considered for salary review and promotions as per the company's policies effective from time to time.

Alternative Employment

- As a full-time employee of KPIT, you are not permitted to undertake any other business, assume any public office, honorary or remunerative, without the written permission of KPIT

Confidentiality Agreement

- As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of KPIT and its clients

Overseas Agreement / International Assignment Agreement

- If you are on international assignment, you will be covered by the KPIT International Assignment policy from the date of deputation, accordingly, you will be required to sign the applicable Overseas Deputation / International Assignment Agreement(s).
- In case of every international assignment that exceeds 30 days, you will be required to serve notice period KPIT as per the policy. This is to ensure that the knowledge and information gained by you during your assignment is shared and available to KPIT and its associates. This transfer of knowledge and information is essential for KPIT to continue to serve its clients and customers better
- If you are deputed internationally for training, you will be required to sign an agreement to serve KPIT for a minimum period of 12 months on completion of training

KPIT Code of Conduct

- You are required to sign the KPITs Code of Conduct and follow the same in your day to day conduct as an employee of KPIT

Notice Period

- During your employment with KPIT, either you or KPIT can terminate the appointment by giving 90 calendar day's written notice or 3 month's basic salary in lieu of the notice.
- The Company reserves the right to release the employee prior to the notice period taking into consideration business needs and work exigencies and the Company will not be liable to make any payment to the employee in lieu of the notice period. If you are covered under Deputation Agreement / International Assignment Agreement, either you or KPIT can terminate the appointment by giving 90 calendar days' written notice as set out in the Separation Policy of KPIT
- KPIT reserves the right, if it is in the interest of the business and current assignment, to ask you to complete your notice period or decide whether your existing earned vacation or basic salary in lieu of notice period may be adjusted against the entire or partial notice period.
- In case you decide to end your employment with the Company or the Company terminates your services for any reason before you complete one year of employment with the Company,
- The company retains the right to recover from you any expenses incurred by it about your recruitment including, but not limited to, fees paid to consultant, joining benefits paid to you (if any), etc. and
- The company retains the right to recover from you any expenses incurred by it for processing any visa/ work permit for you and/or any of your family members.
- The Company also reserves the right to recover the period costs of any specific expenditure incurred, either on processing a visa/ work permit or for any specific training given for an assignment and where you are unable, for any reason, to fulfil your part of the obligation, either to travel or to complete the assignment.

Retirement

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

Employment in India

- In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and or any other permissions and / or documentation as prescribed by the Government of India for permanent employment with KPIT. Keeping your permit / permission up to date during the course of employment with KPIT and submitting a valid copy of that to KPIT is your responsibility

Letter of Appointment

- You will be issued a letter of appointment at the time of your joining and completing joining formalities as per KPITs policy

Terms and Conditions

- The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment

Rules and Regulations of the Company

- Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of KPIT as applicable to you and the changes therein from time to time.

Compliance to all clauses

- You will be required to fulfill all the terms and conditions mentioned in this letter of offer. Any failure to fulfill any term and / or condition would entitle KPIT in withdrawing this offer letter at its sole discretion.

Validity:

- This offer is valid for a period of 7 days from the date of issue. Also, the company has made the offer of employment on the basis of the bonafide statements and facts provided by you. At the time of employment or during employment if the company finds the information provided to be false or misleading, it reserves the right to take appropriate disciplinary action against you which also includes termination of employment.
- In case you decide to end your employment with the Company or the Company terminates your services for any reason before you complete one year of employment with the Company,
- the company retains the right to recover from you any expenses incurred by it in connection with your recruitment including, but not limited to, fees paid to consultant, joining benefits paid to you (if any), etc. and
- the company retains the right to recover from you any expenses incurred by it for processing any visa/ work permit for you and/or any of your family members

Arbitration

- Any dispute concerning the subject matter of the present appointment letter or Confidentiality & IPR Assignment Undertaking or the breach, termination or validity thereof which shall include but not limited to issue as to the interpretation, operation, or effect of any clause contained in it or any other difference arising (a 'Dispute') shall be first attempted to be settled mutually, failing in which, the dispute shall be referred to the sole arbitrator to be appointed mutually.
- In case the Arbitrator is not appointed mutually, the dispute shall be referred to the arbitrator thatÂ shall be appointed by the High Court of Judicature of Bombay on an application in that behalf by either of the party as per the provisions of the Arbitration and Conciliation Act 1996.
- The place of arbitration shall be city of Pune, Maharashtra. The language of proceedings shall be English. The dispute shall be subject to and governed by the laws prevalent in India. However, in case of any difference on provisions of law in Stale Law and Central Law on a particular subject, state laws applicable in state of Maharashtra shall prevail.

Document submission

1. Standard X and XII marksheets / equivalents
2. Degree certificate and marksheets for all semesters
3. Postgraduate Degree certificate and marksheets for all semesters
4. Passport / Driving License / Ration Card
5. Experience certificate from previous employers indicating the following:
    a. Period of employment
    b. Technology areas you have worked on
    c. Certificates for any training provided by your previous employers in various technologies
    d. Relieving letter and experience letter from current and all previous employers indicating date of release
6. PAN card
7. Aadhar Card
8. Work permit or any other documentation required to take up permanent employment with KPIT
9. Photograph to be uploaded in TalentOjo as per the specification in Annexure B
10. Provident Fund Number
11. Name Change Documents (If applicable)

Offer: Computer Consultancy
Ref: TCSL/CT20213755064/Pune
Date: 05/10/2021

Mr. Vaibhav Kailas Patel
At Khodasgaon, Post Lahan- Shahada, Taluka District Nandurbar 425412,
Khodasgaon,
Nandurbar-425412,
Maharashtra.
Tel# 91-8668942197

Dear Vaibhav Kailas Patel,

Sub: Letter of Offer

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

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

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

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

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

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹14,784/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be **₹5,914/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of **₹500/-** being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

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

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

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

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

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

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

OTHER BENEFITS

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

HIS offers the following benefits:

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1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

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

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

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RETIRALS

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

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

TERMS AND CONDITIONS

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

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

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

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

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

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

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

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

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

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

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

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

8. **Alternative Occupation / Employment**
Either during the period of your traineeship or during the period of your employment as a

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Work in SBWS mode

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

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

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related

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documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCS.

16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by

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TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)

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- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
*There is no criminal offence registered/pending against you
*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from

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time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as Â recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. Â background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of oversees deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

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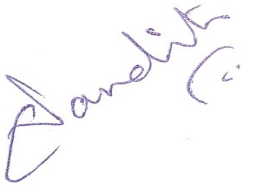
Withdrawal of Offer
If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited



Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

GROSS SALARY SHEET **Annexure 1**

Name	**Vaibhav Kailas Patel**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**All India Shri Shivaji Memorial Society' S Coe, Pune**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752

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Annexure 2

Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam	**Hyderabad** TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India	

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Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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APPOINTMENT LETTER

April 20, 2022

Dear Ranjeet Patil,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer.** The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

I Ranjeet Patil, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Ranjeet Patil

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**
Total Cost to Company per annum	**3,50,004**

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

a. you being "active" in the services of the company through to retention date as applicable

b. your employment has not been terminated for poor performance or for cause prior to retention date

c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

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APPOINTMENT LETTER

January 29, 2022

Dear Lalit Patil,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Lalit Patil, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Lalit Patil

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**

Total Cost to Company per annum	**3,50,004**

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

   a. you being "active" in the services of the company through to retention date as applicable

   b. your employment has not been terminated for poor performance or for cause prior to retention date

   c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

Reliance
Projects & Property Management Services Limited

Mech 21-22
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Date: 4 Jul 2022

Ref: 5171/80166603/30031052/040722/1852

Dear Geetesh Santosh Tiwarekar,

Letter of Appointment

With reference to written tests / interview you had with Reliance Group of Companies, we are delighted to appoint you in the position "Graduate Engr Trainee - Mech" in Group , based upon following terms and conditions.

Documentation

This appointment letter consists of the below mentioned attachments:

A compensation term sheet
Components of Compensation
Terms and conditions
Other applicable paperwork based upon your specific needs

You are required to read these before you commence your employment

01. Place of Posting

Your initial place of posting will be at the place of your training. During your training period, you may be posted / transferred / to any of the offices / projects / divisions / departments / units of the company existing or to be set up at any location in India or abroad without any additional remuneration. Your services are also liable to be transferred to any of the group companies.

You will report for training on or before **04-Aug-22** failing which this letter of appointment shall automatically stand withdrawn and cancelled.

02. Mandatory Criteria:

i. Score eligibility:
Your appointment is subject to your securing minimum CGPA of 6.0 / 60% & above marks over 8 semesters, wherever applicable.

ii. Pre-employment Medical Check:
Pre-employment Medical Check clearance from RIL certified doctor. System generated information will be received for initiating the same on acceptance of this appointment letter.

03. Confirmation:

You will be under training for a period of one year from the date of joining the Company. During training you will be undergoing various assessments at the end of which there will be a final assessment. Your confirmation on permanent rolls of the company solely depends on the discretion of the management and the same is not a matter of right in any manner whatsoever.
Management reserves the right to terminate your training either during the training period or on completion of the same without assigning any reasons whatsoever.

(This letter is computer generated and does not necessarily require a signature)

(Formerly known as Reliance Digital Platform & Project Services Limited)
Registered Office: Office-101, Saffron, Nr. Centre Point, Panchwati, 5 Rasta, Ambawadi, Ahmedabad, Gujarat, India - 380 006. Phone: +91-079-3503 1200.
CIN: U72501GJ2015PLC086755

Reliance
Projects & Property Management Services Limited

ANNEXURE A

1.1 Annual Compensation Summary

ANNEXURE 1.1 - A		
Name: Geetesh Santosh Tiwarekar		
Compensation Breakup	**Monthly (INR)**	**Annual (INR)**
Basic Pay	15,695	1,88,340
House Rent Allowance	7,848	94,170
Residual Choice Pay	15,249	1,82,988
Insurance		
Group Personal Accident Insurancee Premium (GPAI)	57	679
Group Term Life Insurance Premium (GTLI)	400	4,794
Medical Insurance Premium* (Self, Spouse, 3 Dependent Children & Dependent Parents)	3,947	47,369
SUB TOTAL - I	43,195	5,18,340
Employer's Contribution to Provident Fund: PF (12% of Basic Pay)	1,883	22,601
Gratuity (4.81% of Basic Pay)	755	9,059
SUB TOTAL - II	2,638	31,660
TOTAL- FIXED PAY [I + II]	45,833	5,50,000

Residual Choice Pay can be distributed among the following Tax Friendly elements - HRA, LTA, Conveyance Allowance, Office Wear Allowance, Children Education Allowance, Food & Beverage Coupons, Gift Vouchers and Fuel & maintenance Expenses. Remaining amount will be paid as "Residual Choice Pay", as applicable.

(Formerly known as Reliance Digital Platform & Project Services Limited)
Registered Office: Office-101, Saffron, Nr. Centre Point, Panchwati, 5 Rasta, Ambawadi, Ahmedabad, Gujarat, India - 380 006. Phone: +91-079-3503 1200.
CIN: U72501GJ2019PLC108755

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Offer: Computer Consultancy
Ref: TCSL/CT20213751242/Pune
Date: 05/10/2021

Mr. Atharv Satish Deshpande
B-10 Sai NakshatraPaithan Road,
Hindustan Awas,
Aurangabad-431005,
Maharashtra.
Tel# -9168804660

Dear Atharv Satish Deshpande,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
MyntTham, Second Floor, S.No 193/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7187 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Servicetine: 1800 209 3111 Email: careers@tcs.com

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Reliance
Industries Limited

Ref: RIL/80210312/30030863/040722/1930

Date: 4 Jul 2022

Dear Sayali Dhanaji Pawar,

Letter of Appointment

With reference to written tests / interview you had with Reliance Group of Companies, we are delighted to appoint you in the position "Graduate Engr Trainee - Elec" in Group , based upon following terms and conditions.

Documentation

This appointment letter consists of the below mentioned attachments:

A compensation term sheet
Components of Compensation
Terms and conditions
Other applicable paperwork based upon your specific needs

You are required to read these before you commence your employment

01. Place of Posting

Your initial place of posting will be at the place of your training. During your training period, you may be posted / transferred / to any of the offices / projects / divisions / departments / units of the company existing or to be set up at any location in India or abroad without any additional remuneration. Your services are also liable to be transferred to any of the group companies.

You will report for training on or before **04-Aug-22** failing which this letter of appointment shall automatically stand withdrawn and cancelled.

02. Mandatory Criteria:

i. Score eligibility:
Your appointment is subject to your securing minimum CGPA of 6.0 / 60% & above marks over 8 semesters, wherever applicable.

ii. Pre-employment Medical Check:
Pre-employment Medical Check clearance from RIL certified doctor. System generated information will be received for initiating the same on acceptance of this appointment letter.

03. Confirmation:

You will be under training for a period of one year from the date of joining the Company. During training you will be undergoing various assessments at the end of which there will be a final assessment. Your confirmation on permanent rolls of the company solely depends on the discretion of the management and the same is not a matter of right in any manner whatsoever.
Management reserves the right to terminate your training either during the training period or on completion of the same without assigning any reasons whatsoever.

(This letter is computer generated and does not necessarily require a signature)

Reliance Corporate Park Thane - Belapur Road, Ghansoli, Navi Mumbai - 400 701, India.
Phone : +91-22-4477 0000 Fax : +91-22-4471 0111

ANNEXURE A

1.1 Annual Compensation Summary

ANNEXURE 1.1 - A		
Name: Sayali Dhanaji Pawar		
Compensation Breakup	**Monthly (INR)**	**Annual (INR)**
Basic Pay	15,695	1,88,340
House Rent Allowance	7,848	94,170
Residual Choice Pay	15,249	1,82,988
Insurance		
Group Personal Accident Insurancee Premium (GPAI)	57	679
Group Term Life Insurance Premium (GTLI)	400	4,794
Medical Insurance Premium* (Self, Spouse, 3 Dependent Children & Dependent Parents)	3,947	47,369
SUB TOTAL - I	43,195	5,18,340
Employer's Contribution to Provident Fund: PF (12% of Basic Pay)	1,883	22,601
Gratuity (4.81% of Basic Pay)	755	9,059
SUB TOTAL - II	2,638	31,660
TOTAL- FIXED PAY [I + II]	45,833	5,50,000

Residual Choice Pay can be distributed among the following Tax Friendly elements - HRA, LTA, Conveyance Allowance, Office Wear Allowance, Children Education Allowance, Food & Beverage Coupons, Gift Vouchers and Fuel & maintenance Expenses. Remaining amount will be paid as "Residual Choice Pay", as applicable.

Date: 4 Jul 2022

Reliance Corporate Park Thane - Belapur Road, Ghansoli, Navi Mumbai - 400 701, India.
Phone : +91-22-4477 0000 Fax : +91-22-4471 0121

Cognizant

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24-Apr-2022

Dear Jayesh Milind Phalke,
B.E., Electrical Engineering
AISSMS Group of Institutes

Candidate ID – 19785990

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 only **15 days** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program (if offered to you) as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

Cognizant

Compensation and Benefits

Name: Jayesh Milind Phalke **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
	Annual Gross Compensation		**359,988**
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		**382,488**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**401,988**

Note: The Insurance amount may vary subject to market conditions from time to time.

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

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APPOINTMENT LETTER

January 21, 2022

Dear Vaishnavi Mohite,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

I Vaishnavi Mohite, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Vaishnavi Mohite

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**
Total Cost to Company per annum	**3,50,004**

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

a. you being "active" in the services of the company through to retention date as applicable

b. your employment has not been terminated for poor performance or for cause prior to retention date

c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

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EMPLOYMENT OFFER LETTER

Capgemini Ref: 6360585/1471662,

09/14/2022,
Saurabh Sandip Jangam,

Dhankanhe,Roha,Raigad,
Raigarh, Maharashtra
India.

Confidential

Dear Saurabh Sandip Jangam,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with **Capgemini Technology Services India Limited ('Capgemini ' or 'Company')** starting from **09/22/2022** (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be **Analyst/A4.**

B) You will be required to work at the Company's offices in **Mumbai.**

C) You have to report by 9:00 am at **Mumbai** office, for joining formalities and contact security at the main gate for your entry pass at:

Address
Capgemini knowledge Park(SEZ),IT3/IT4, Airoli knowledge Park,Thane Belapur Rd,
Airoli, Navi Mumbai, Maharashtra - 400708

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini & the same will be continued for all the communication & ...mpany documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be ...de. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 400,010.00 (Rupees Four Lakh And Ten Only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives/skill based allowance as applicable to you. The Company shall deduct tax at source and any other applicable taxes at the time of making payment.

The breakup of your all-inclusive annual target compensation is as follows:

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teradata.

20 April, 2022

Suvas Wagh

Satara, MH 415003

Dear Suvas,

This Offer is subject to successful completion of your Internship period between September 1, 2022 and December 31, 2022 with Teradata India Pvt. Ltd. Upon successful completion of the internship, you will be offered the position of Junior Technical Associate effective January 01, 2023 on the following terms and conditions.

The work location for this position is currently based in our Pune office.

Teradata may direct you to work from another location including another Teradata office, shared space at a customer site, or a virtual assignment where you work primarily from your home. Should this occur, existing Teradata policies will describe the conditions associated with such assignments.

Your total Gross Compensation will be Rs.493,799.00 per annum, less applicable taxes and deductions. Details of your compensation is outlined in offer summary.

FLEXIBLE COMPENSATION PLAN

You shall be eligible for a payment equivalent to 130% of your Basic salary under the Flexible Compensation Plan. This plan will enable you to:
Choose from a bouquet of allowance or benefits.

Redefine your salary structure within prescribed guidelines Optimize your earnings.

Detailed policies/procedures/rules and regulations governing the Flexible Compensation Plan will be given to you on your joining the Company. Deduction of tax at source will be as per the Income Tax Act and Rules. Reimbursements are required to be supported by vouchers.

CONSULTING INCENTIVE PLAN (CIP)

In addition to your base salary, you will be eligible to participate in Teradata's Consulting Incentive Plan (CIP), which is designed to incent solution service employees to achieve levels of enhanced performance in support of Teradata's Go-To-Market strategy. Your CIP provides a target incentive opportunity of 13.13% of your incentive eligible base salary, which would bring your potential total targeted compensation to Rs.463,833.00. The period of your eligibility under the CIP will begin upon your start date of employment, so long as your start date is before October 1. If your hire date is October 1 or later, you will be ineligible for a CIP award for the year of your hire. No CIP payment is guaranteed, and the conditions for earning a CIP payment are outlined in the Plan Guidelines, as they may be changed by Teradata from time-to-time at its discretion.

WAIVER OF BREACH

The waiver by the Company of a breach of any provision of this letter of employment/Agreement shall not operate or be construed as a waiver of any subsequent breach.

This letter is valid for a period of ten (10) days from the date of this appointment letter and shall lapse automatically unless you confirm your acceptance of it by signing the duplicate in the appropriate place and returning it to the undersigned.

We take pleasure in welcoming you to our organization and sincerely hope that your period of employment with us will be long, pleasant and mutually beneficial.

Yours faithfully,

DocuSigned by: Vimal Raj 2022 April 21 | 9:40:59 AM EDT

Vimal Raj

Leader – Talent Acquisition

Teradata India Pvt. Ltd.

To be signed by Suvas Wagh

I, hereby accept the offer under the terms and conditions mentioned above.

DocuSigned by: 2022 April 21 | 10:29:12 AM EDT

Suvas Wagh

Offer Summary

Name: Suvas Wagh
Job: Junior Technical Associate
Offer Elements: Rs. Per Annum
Annual Basic (Base Salary) - Rs.178,261.00
Flexible Compensation Plan - Rs.231,739.00
Consulting Incentive Plan - Rs.53,833.00
TOTAL TARGET CASH - 463833.00
Provident Fund (12% of Basic) - Rs.21,391.00
Gratuity (4.81% OF Basic) - Rs.8,574.00

TOTAL COMPENSATION - Rs.493,799.00

Teradata (India) Pvt Ltd Confidential

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LTI
Let's Solve

Date: October 14, 2021

Ref: LTI/HR/EN3/Campus/2022

Name: Swaranjali manohar patil

College: All India Shri Shivaji Memorial Society's Institute of Information Technology,Pune

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Swaranjali manohar patil,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on being selected as a **Graduate Engineer Trainee.** This offer is on the following terms and conditions, subject to a successful background check

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs.30000** as per the details mentioned in **'Annexure-1'.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You are required to register yourself as an 'apprentice' on the apprenticeship portal http://www.mhrdnats.gov.inwithin [7] days from the date of this offer or once your final semester is completed as applicable. You shall be required to accept the offer on the portal site as well.
4. You will also be issued a detailed Letter of Appointment as Graduate Engineer Trainee subject to you meeting the eligibility criteria as mentioned in **'Annexure-2'**. Your appointment is in accordance with the Apprentices Act, 1961.
5. **Documents** - Your offer is subject to you submitting all the mandatory documents at the time of joining. You may also need to submit other such documents as Company deems fit from time to time. In order to facilitate the joining process, we require documents in original from your end, which are mentioned in **'Annexure-3'**.
6. **Background Verification** - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.

   If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this **Graduate Engineer Trainee Offer Letter**on the **CampBuzz Portal** (https:\ \campbuzz.lntinfotech.com) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period on the Company portal and accept the offer on the portal within (7) days, the aforesaid offer automatically stands cancelled. Post registration on the CampBuzz portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.
7. All Annexures appended herewith shall form an integral part of this letter.
8. Your engagement with the Company will be governed by the rules, regulations and policies of the Company in effect.

LTI
Let's Solve

ANNEXURE-4

Name : Swaranjali manohar patil Date : October 14, 2021

Salary Grade : GE2

Components	Rs. p.a.	Rs. p.m.
Basic		15000
Bouquet of Benefits		23800
A. Base Salary (PA)	**465600**	**38800**
Annual Incentive	0	
B. Total Variable (PA)	**0**	
C. Total Target Cash (A+B)	**465600**	
Provident Fund (PF)	21600	1800
Gratuity	8658	722
Mediclaim Premium	6773	
D. Retirals & Other Benefits	**37031**	
Cost to Company (CTC) C+D	**502631**	

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EMPLOYMENT OFFER LETTER

Capgemini Ref: 6229071/1440569,

08/08/2022,
Shardul Nitin Shinde.

A 704,gandharv serenity sr no 156,h no -1/4C hadapsar near bhosale garden
Pune, Maharashtra
India.

Confidential

Dear Shardul Nitin Shinde,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Capgemini Technology Services India Limited ('Capgemini ' or 'Company') starting from 08/16/2022 (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be Senior Analyst/A5.

B) You will be required to work at the Company's offices in Mumbai.

C) You have to report by 8:30 am at Mumbai office, for joining formalities and contact security at the main gate for your entry pass at:

Address
CAPGEMINI Knowledge Park,IT 1 / IT 2, TTC Industrial Area,Thane-Belapur Road,
Airoli, Navi Mumbai, Maharashtra - 400708

ase note that your name mentioned in the offer letter will be used to create your employee records in Capgemini & the same will be continued for all the communication & company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 750,002.00 (Rupees Seven Lakh Fifty Thousand And Two Only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives/skill based allowance as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source and any other applicable taxes at the time of making payment.

The breakup of your all-inclusive annual target compensation is as follows:

Senior Analyst

Total Cost to Company (CTC). Rs.750,002.00

Monthly Components	Per Month	Annualized
Basic	Rs.21,548.00	Rs.258,576.00
House Rent Allowance	Rs.12,929.00	Rs.155,148.00
Other Allowances and Reimbursements – 1 #	Rs.14,750.00	Rs.177,000.00
Other Allowances and Reimbursements – 2 +	Rs.8,717.00	Rs.104,604.00
Gross monthly salary	Rs.57,944.00	Rs.695,328.00
Capgemini's contribution to PF *	Rs.2,586.00	Rs.31,032.00
Gratuity (accrual only)		Rs.12,432.00
Total Fixed Compensation		Rs.738,792.00
Total Cash Compensation		Rs.738,792.00
Benefits		
Medical, Accident & Life Insurance Premium		Rs.11,210.00
Total Cost to Company		Rs. 750,002.00

You need to choose any of the following optional instruments that are a part of the Other Allowance and Reimbursements - 1. Balance amount that is not claimed will be paid as Taxable on monthly basis after withholding taxes.

Other Allowance & Reimbursements - 1	Annualized
Remote Working Allowance	19,800.00
Books and Journals	24,000.00
Professional Pursuit	180,000.00
Conveyance Allowance	63,600.00

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Ref: 0081559_2/1639098 **Dated: January 8, 2022**

To
Pranay Thakre

Sub: Offer of Employment

Dear Mr. Pranay Thakre,

Thank you for the keen interest you have shown in joining our organization. With reference to the interview and the discussions you had with us recently, we are pleased to offer you a career at Zensar. Please accept our heartiest congratulations and warm welcome to the Zensar family.

Your date of joining will be communicated to you separately.

Your 'Annual Compensation' is attached herewith as in Annexure – A.

The terms and conditions of employment are in Annexure-B.

You shall be required to work from any of the Zensar office location or as may be instructed by Zensar at the time of joining.

01

Please note, this job offer will be contingent upon results of your final year examination. Zensar reserves a right to withdraw this offer in case you fail to satisfactorily perform / pass the exam. Also, the offer is conditional to verification of documents listed in Annexure C.

Please confirm your acceptance, in writing via email within 10 days after receiving this letter.

Yours Sincerely,
For Zensar Technologies Limited

Sanjeeva Maithani
Vice President – Human Resources

Encl:Annexure – A (Salary Structure),
Annexure – B (Terms and Conditions of employment)
Annexure – C (Document Check List)

Annexure – A

Name: Pranay Thakre
Designation: Jr. Software Engineer
Grade : G0

Component	Annual Gross (INR)	
Basic	192000	Base salary component.
Customized Allowance Pool*	159725	This is used towards HRA / CLA, LTA, Medical Allowance and Children's Education. You may want to split the basket as per your tax plans.
Bonus	16000	Paid out as per the Payment of Bonus Act if Basic is less than 21000
Total	367725	
Company's contribution to PF	23040	12% of Basic
Gratuity	9235	As per Gratuity Act
Gross Compensation	400000	
Group Personal accident Insurance	6864	Sum Insured is Rs. 11,50,000/- Please refer to policy
Group Health Insurance Scheme		Up to four family members (in order of: Associate, Spouse, 2 Dependent Children below age 25) are covered up to a limit of Rs. 2,00,000/- P.A
Term Life Insurance		Sum Insured is Rs. 5,00,000/; Please refer to policy
Total Cost to Company	406864	

Annexure – B

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SIEMENS

Munoth Rushabh Sumatilal
Graduate Trainee Engineer
AISSMS
1, Kennedy Road, Near RTO,
Pune, Maharashtra - 411001

Name Trupti Dewoolkar
Department RC-IN P&O TA
People & Organization
Talent Acquisition

E-mail trupti.dewoolkar.ext@siemens.com

Our reference 306787/8369988
Date 29 March 2022

Dear **Rushabh,**

We're really excited you want to join Siemens and further your career with us.

We are pleased to offer you the position of **Graduate Trainee Engineer** starting **04 July 2022** in **STS** Division in **Pune** Location.

Your annual compensation, calculated on a cost-to-company basis, is **Rs. 5,00,000 /- p.a. (Rupees Five Lakhs Only)**, with the details provided in **Annexure I**. On successful completion of your probation period, your Target Pay will be incremented by Rs. 50,000/- and the Position Level will be PL11. The Position Title and Designation will be according to the position that you will be assigned based on business needs. This is a one-time increment and all future increments will be subject to annual performance cycles.

Your appointment is based on the terms and conditions provided in the attached Annexures with a few points to note here:

1. **Start date –** We look forward to you joining us, and in the unfortunate event you do not join us on your confirmed start date, your appointment will automatically be withdrawn. Please note that your date of joining the organization will be maintained in the electronic employee master of the Company, known as your "Seniority Date" and shall be considered as final.
2. **Office location –** You are initially appointed to work in our **Pune** office.
3. **Residence proof –** The address in your application shall be deemed to be correct for sending any communication to you.
4. **Date of birth –** Based on your declaration we have recorded your date of birth as **13th November 1999**
5. **Offer –** The Company reserves the right to withdraw this employment offer/conditional appointment before or after the start date, due to background/reference checks not being satisfactory and or there being restrictions on your ability to work with us. However, the above-mentioned reasons are not necessarily exhaustive, and the decision of the Company is final and binding.

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Capgemini

Capgemini Technology Services India Limited
(Formerly known as IGATE Global Solutions Limited)
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,
Navi Mumbai 400708, Maharashtra, India.
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121
www.capgemini.com/in-en

Superset ID: 1137219

Letter of Intent ("LOI")

Dear Apurva Solanke,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as"Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

ANNEXURE 1

Apurva Solanke
Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only).** On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only).** Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

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LTI
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Date: October 14, 2021

Ref: LTI/HR/EN3/Campus/2022

Name: Aditya Kamble

College: All India Shri Shivaji Memorial Society's Institute of Information Technology,Pune

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Aditya Kamble,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on being selected as a **Graduate Engineer Trainee.** This offer is on the following terms and conditions, subject to a successful background check

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs.30000** as per the details mentioned in **'Annexure-1'.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You are required to register yourself as an'apprentice' on the apprenticeship portal http://www.mhrdnats.gov.inwithin [7] days from the date of this offer or once your final semester is completed as applicable. You shall be required to accept the offer on the portal site as well.
4. You will also be issued a detailed Letter of Appointment as Graduate Engineer Trainee subject to you meeting the eligibility criteria as mentioned in **'Annexure-2'**. Your appointment is in accordance with the Apprentices Act, 1961.
5. **Documents** - Your offer is subject to you submitting all the mandatory documents at the time of joining. You may also need to submit other such documents as Company deems fit from time to time. In order to facilitate the joining process, we require documents in original from your end, which are mentioned in **'Annexure-3'**.
6. **Background Verification** - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.

   If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this **Graduate Engineer Trainee Offer Letter**on the **CampBuzz Portal** (https:\ \campbuzz.lntinfotech.com) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period on the Company portal and accept the offer on the portal within (7) days, the aforesaid offer automatically stands cancelled. Post registration on the CampBuzz portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.
7. All Annexures appended herewith shall form an integral part of this letter.
8. Your engagement with the Company will be governed by the rules, regulations and policies of the Company in effect.

LTI
Let's Solve

ANNEXURE-4

Name : Aditya Kamble
Date : October 14, 2021
Salary Grade : GE2

Components	Rs. p.a.	Rs. p.m.
Basic		15000
Bouquet of Benefits		23800
A. Base Salary (PA)	**465600**	**38800**
Annual Incentive	0	
B. Total Variable (PA)	**0**	
C. Total Target Cash (A+B)	**465600**	
Provident Fund (PF)	21600	1800
Gratuity	8658	722
Mediclaim Premium	6773	
D. Retirals & Other Benefits	**37031**	
Cost to Company (CTC) C+D	**502631**	

Gmail

Chem 21-22

AISSMSCOE Training and Placement Officer <placements@aissmscoe.co

424

Fwd: You have a job offer for Systems Engineer role at Infosys

Mrudula Jadhav <mrudulajadhav.kt@gmail.com>
To: AISSMSCOE Placements <placements@aissmscoe.com>

Thu, Sep 29, 2022 at 1:43

21-22
Chem

---------- Forwarded message ---------
From: **Infosys Freshers Recruitment** <Talent.Acquisition@infosys.com>
Date: Fri, 22 Apr 2022, 1:51 am
Subject: You have a job offer for Systems Engineer role at Infosys
To: Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>

Dear Student,

Thank you for participating in the Infosys recruitment process. Congratulations! You have cleared the interview round of the process.

We are delighted to offer you the position of Systems Engineer at Infosys.

The compensation for this role is INR 3.6 lakhs per annum with one year of probation period from the date of allocation to the business unit. Additional benefits include health insurance of INR 4 lakhs per annum and a life cover of INR 30 lakhs.

You will soon hear from us about the next steps of the process.

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please contact your placement office or write to us at Talent.Acquisition@infosys.com.

We look forward to welcoming you into the Infosys family.

Best regards,

Talent Acquisition

Infosys

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वाचले :- १) श्री. आनंद अंकुश चव्हाण व सौ. विदया आनंद चव्हाण रा.कोंडवे ता. जि.सातारा, यांचे २४/२/२०२१,१९/३/२०२१,२६/३/२०२१ रोजीचा अर्ज.

२) मा.जिल्हाधिकारी सो सातारा यांचेकडील आदेश क्रमांक महा/३/जमीन/ग्रामिण/२५/१२ दि.३/१२/२०१२.

३) मंडलअधिकारी सातारा यांचेकडील पत्र क्र. र.नं. ९१२/२१ दि. ४/८/२०२१.

४) सहायक संचालक, नगर रचना सातारा यांचेकडील पत्र जा.क्र. प्रा.यो.सातारा/एकत्रीकरण- बां.प./मौजे कोंडवे ता.सातारा/स.नं. १८६/१/२/३ भु.क्र.१५+१६ससंसा-१८९४ दिनांक ६/८/२०२१.

५) अर्जदार श्री. आनंद अंकुश चव्हाण व सौ. विदया आनंद चव्हाण यांनी महाराष्ट्र इमारत बांधकाम कामगार कल्याणमंडळ या नांवे दिनांक ८/९/२०२१ रोजी जमा केलेल्या उपकराची पावती.

इमारत आराखडा/एसआर- ३१/२१

उपविभागीय अधिकारी कार्यालय
सातारा- ८/९/२०२१

आदेश

ज्या अर्थी, श्री. आनंद अंकुश चव्हाण व सौ. विदया आनंद चव्हाण रा.कोंडवे ता. जि.सातारा,यांनी मौजे कोंडवे ता. सातारा, स.नं.१८६/१/२/३भु.क्र.१५क्षेत्र १४६.२५चौ.मी.व भु.क्रं.१६ क्षेत्र १३५.०० चौ.मी. मधील एकत्रीकरण व त्यामधील रहिवास इमारत बांधकाम आराखडा मंजुर होऊन मिळणेबाबत दिनांक २४/२/२०२१,१९/३/२०२१,२६/३/२०२१ चे अर्जान्वये या कार्यालयास विनंती केली आहे.

प्रश्नाधिन स.नं.१८६/१/२/३भु.क्र.१५,१६मध्ये मा.जिल्हाधिकारी सो सातारा यांचेकडील आदेश क्रमांक महा/३/जमीन/ग्रामिण/२५/१२ दि.३/१२/२०१२अन्वये रहिवास कारणाकरीता काही अटी व शर्तीवर बिनशेती परवानगी देणेत आली आहे. सदरहू भुखंडास फेरफार क्रं. १०३४६,११९६०ने अर्जदार यांचे नांव दाखल झालेले आहे.अर्जदार यांनी सन २०२०-२१ चा बिनशेती आकार तलाठी यांचेकडे जमा केलेला आहे.अर्जदार यांनी भुखंडातील पाणी पुरवठयाच्या व्यवस्थेकामी १५/२/२०२१ रोजीचे प्रतिज्ञापत्र इकडे सादर केले आहे.

मंडलअधिकारी सातारा यांचेकडील पत्र क्र. र.नं. ९१२/२१ दि. ४/८/२०२१ पाहता भुखंडाची समक्ष पाहणी केले असता सदर भुखंड मोकळा असून त्यात कोणत्याही प्रकारचे खोदकाम अगर बांधकाम झाले नसलेचे दिसून येते. सदर भूखंडावरुन उच्च दाबाची विदयुत वाहिनी अगर टेलीफोनची तार गेलेली नाही. सदर भूखंडामध्ये मंजूर रेखांकनाप्रमाणे कच्च्या स्वरुपात रस्ते आहेत व गटारे आहेत. भूखंडाचे सिमांकन केलेचे दिसून येते.सन २०-२१ चा बिनशेती कर भरलेला आहे. बांधकाम व पिण्याचे पाण्याबाबत प्रतिज्ञापत्र केले आहे. तरी अर्जदार यांना बांधकाम परवानगी देणेस हरकत नसलेबाबत अभिप्राय दिले आहेत.

सहाय्यक संचालक,नगररचना सातारा यांचेकडील पत्र जा.क्र. प्रा.यो.सातारा/एकत्रीकरण- बां.प./मौजे कोंडवे ता.सातारा/स.नं. १८६/१/२/३ भु.क्र.१५+१६ससंसा-१८९४ दिनांक ६/८/२०२१अन्वये सर्व्हे नंबरच्या मंजूर रेखांकनातील ६ मी. रस्त्यांच्या अधिकृतपणे उपलब्धते सापेक्ष सदर जागेत नियमावलीतील तरतुदीनुसार रहविास वापर अनुज्ञेय असुन भुखंड क्रं.१५,१६ मधील इमारतीच्या ४९४.९५ चौ.मी. बांधकाम क्षेत्राच्या बांधकाम नकाशांना मंजूरीकामी व तसेच अशा मंजूर होणा-या नकाशासापेक्ष महाराष्ट्र प्रादेशिक नियाजन व नगर रचना अधिनियम १९६६ चे कलम १८ नुसार नियोजित इमारतीचे बांधकाम सुरु करण्यास प्रारंभ प्रमाणपत्र देण्यासाठी व बांधकाम नकाशे सर्वसाधारणपणे नियमानुसार असलेने पत्रातील अट १ ते ३५स अधिन राहून रहिवास बांधकाम परवानगीची शिफारस केलेली आहे.

ज्याअर्थी महाराष्ट्र शासन, उदयोग, ऊर्जा व कामगार विभाग, शासन परिपत्रक क्रमांक-बीसीए २००७/प्रक्र७८८/कामगार ७-अ,दिनांक २६ ऑक्टोबर २००९ मधील सुचनांनुसार व इमारत व इतर बांधकाम कामगार कल्याण उपकर नियम १९९८ मधील तरतुदीनुसार अर्जदार यांनी सदरहू इमारत बांधकामाच्या एकूण मुल्यानुसार (जमिनीचे

मुल्य वगळुन) एक टक्का उपकराची रक्कम रुपये ८१४४९/-रुपये बँक ऑफ इंडिया, सातारा शाखा सातारा येथे रोजी धनाकर्ष क्र.७६९८०५ने जमा करुन जमा पावती प्रत या कार्यालयास सादर केली अहे. व सहाय्यक संचालक नगर रचना सातारा यांचेकडील पत्रामधील अट क्रं.३३ मध्ये नमुद केलेप्रमाणे महाराष्ट्र प्रादेशिक व नगर रचना अधिनियम १९६६ चे कलम १२४ विकास शुल्क रक्कम रुपये २९६२२/-स्टेट ऑफ इंडिया शाखा सातारा मध्ये ०२१७-नगर विकास शिर्षास दिनांक ९/९/२०२१ रोजी जमा करुन जमेचे चलन सादर केले आहे.

अर्जदार यांनी परवानगी मागणी केलेल्या उपरोक्त भुखंडामध्ये बिनशेती आदेशानुसार विहीत मुदतीत न केलेने शर्तभंग झालेला आहे. त्यामुळे महाराष्ट्र जमीन महसूल अधिनियम १९६६ चे कलम ३२९ अन्वये रु. रुपये दंडाची रक्कम अर्जदार यांनी दिनांक ८/९/२०२१ रोजी सातारा येथील स्टेट बँक ऑफ इंडीया शाखा सातारा ००२९ जमीन महसूल या लेखा शिर्षास जमा करुन जमेचे चलन सादर केले आहे.

त्या अर्थी मी,उपविभागीय अधिकारी सातारा, मौजे कोंडवे ता. सातारा, स.नं.१८६/१/२/३भु.क्र. १४६.२५चौ.मी.व भु.क्रं.१६ क्षेत्र १३५.०० चौ.मी. मधील सहाय्यक संचालक नगररचना सातारा यांनी दिनांक ६/८/२ पत्राने प्रस्तावित क्षेत्राच्या रहिवास नकाशांना व एकत्रीकरणास मंजूरी दिलेली असून सदरहू केलेल्या शिफारशी खालील अटी व शर्तीवर परवानगी देत आहे.

१. अर्जदार यांनी मंजूर केलेल्या आराखडयाप्रमाणे या आदेशाचे तारखेपासून एक वर्षात बांधकाम करावे.
२. प्रस्तुत इमारतीचा वापर नकाशावर सविस्तर दर्शविल्यानुसार रहिवास या वापरासाठीच करण्याचा आहे.
३. अर्जदार यांनी मा.जिल्हाधिकारी सो सातारा यांचेकडील आदेश क्रमांक महं/३/जमीन/ग्रामिण/२ दि.३/१२/२०१२ मधील अटी व शर्तीचे पालन करावे.
४. पूर्व परवानगी शिवाय भुखंडाचे एकत्रीकरण अथवा उपविभागणी करता येणार नाही.
५. एकत्रीकरणाच्या नकाशावर दर्शविल्यानुसार जागेवर प्रत्यक्ष आखणीनंतर कोणताही भुखंड एकत्रिकरण नकाशा नमुद क्षेत्रापेक्षा कमी क्षेत्राचा भरता कामा नये.
६. विषयांकीत भूखंडाचे एकत्रिकरणाचे अनुषंगाने महसुल अभिलेखात योग्य ती नोंद घेणेत यावी.
७. प्रस्तुतच्या एकत्रीकरण व उपविभागणीनंतरच्या सिमांकनासाठीच्या मंजुरी संबंधाने निर्णय झाल्यानंतरच प्रस्तु एकत्रिकरणानंतरच्या प्रत्यक्ष जागेवर संबंधित भुमी अभिलेख विभागामार्फत आखणी करण्यात यावी.
८. विषयांकीत भूखंडाच्या एकत्रीकरणाची शिफारस ही मंजूर रेखांकनातील भूखंडाच्या हद्दीनुसार केली आहे. प्रत्यक्ष जागेवर त्यामध्ये काही बदल अथवा तक्रार उदभवल्यास त्याची जबाबदारी अर्जदारांची राहील.
९. शासन ,नगर विकास विभागाकडील २/१२/२०२० रोजीची अधिसूचना क्रं.टिपीएस/१८१८/प्र.क्रं.२३६/१८/कलम ३७ (१कक)(ग) व कलम २० (४) /नवि-१३ अन्वये महाराष्ट्र राज्यासाठी मंजूर करण्यात आलेली एकत्रिकृत विकास नियंत्रण व प्रोत्साहन नियमावली सातारा प्रादेशिक योजनेसाठी लागू आहे. मंजूर रेखांकनातील ६ मी. रुंद रस्त्यावरुन प्रवेशमार्ग उपलब्ध असल्याचे विचारात घेऊन भु.क्रं.१५,१६ या भुखंडामधील एकत्रिकरण व अशा एकत्रिकरणानंतरच्या बांधकाम नकाशांना बांधकाम परवानगी अपेक्षिली असलेने अभिन्यासातील रस्त्याच्या अधिकृतपणे उपलब्धतेसापेक्ष सदर भुखंडावर नमुद नियमावलीतील तरतुदीनुसार चटई क्षेत्र निर्देशांकच्या मर्यादत विहितरित्या त्याचप्रमाणे बिनशेती आदेशाती सर्व अटी /शर्तीन अनुसरुन रहिवास वापर अनुज्ञेय होईल.
१०. प्रस्तुत बांधकामास मंजूरी महाराष्ट्र जमीन महसूल अधिनियम १९६६ व त्या खालील नियमातील तरतुदीस अधिन राहिल.
११. प्रस्तुत एकत्रिककरणालगतच्या सर्व मंजूर अभिन्यासातील रस्त्याचा आणि विषयांकित एकत्रिकरणामधील रस्त्याचा योग्य समन्वय साधण्यात यावा व रस्त्याचे खडीकरण व इतर पायाभूत नियोजित अभिन्यासाच्या जागेमधील सांडपाणी/पावसाचे पाणी/इत्यादी आवश्यक आहे त्याबाबतची सर्वकष दक्षाता घेण्याची

१२. प्रस्तावित एकत्रीकरणामधुन विदयमान विदयुत वाहिनी जात असल्यास ती एकतर रस्त्याच्या कडेला स्थलांतरीत करण्यात यावी. अथवा काढून टाकण्यात यावी. अन्यथा नियमाप्रमाणे अशा विदयुत वाहिनीपासुन योग्य ती सुरक्षा अंतरे विचारात घेवूनच विकास कामे करणे अर्जदार/भुखंडधारक /विकासकर्ते यांचसह सर्व संबंधित भुखंडधारक यांचेवर बंधनकारक राहील.

३९. अर्जदार भुखंडधारक/विकासकर्ते यांनी प्रत्यक्ष जागेवर बांधकाम सुरु केल्यानंतर जोत्यापर्यंतचे बांधकाम पुर्ण होताच अपेंडिक्स एफ नुसार वास्तुविशारद यांच्या मार्फत अर्ज करणे अभिप्रेत व आवश्यक असुन तद्नंतर पुढील काम सुरु करावयाचे आहे. तत्पुर्वी प्रस्तुत मिळकतीच्या कुंपनभिंतीच्या कुंपर्णाभिंतीचे बांधकाम जमिन पातळीपर्यंत बांधून पुर्ण होणे आवश्यक राहील.

१३. इमारतीतील जल पुरवठा संबंधीत काम,सांडपाणी/पावसाचे पाणी यांचे निर्गतीकरणाचे काम त्याचप्रमाणे सांडपाणी वितरण व्यवस्थेसंबंधित सेप्टीक टँक व सोक पीट इ.कामे कोणत्याही महानगरपालिका किंवा नगरपरिषद यांच्याकडे नोंदणी झालेल्या नोंदणीकृत प्लंबरकडून सुयोग्यरित्या करुन घेणेचे बंधन अर्जदार/भुखंडधारक/विकासकर्ते यांचेवर आहे व तसा दाखला आवश्यकतेनुसार सादर करणे आवश्यक राहील.

१४. अर्जदारावर ट्री प्रीझरवेशन ॲक्ट आणि त्या संदर्भातील नियम बंधनकारक राहतील. तसेच विकास काम करताना,कोणत्याही प्रकाराची झाडे तोडली जाणार नाहीत याची दक्षता घेणे आवश्यक आहे. तसेच अर्जदाराने स्वदेशी प्रजातीची किमान १०० चौ.मी. क्षेत्राकरीता एक याप्रमाणे किमान ३ झाडे लावून त्याचे संगोपन करणे आवश्यक आहे.

१५. प्रस्तुत परवानगी प्रमाणे इमारतीचे बांधकाम पूर्ण झाल्याच्या तारखेपासून एक महिन्याच्या आत भोगवटा प्रमाणपत्राकरिता संबंधित नोंदणीकृत स्ट्रक्चरल अभियंता/वास्तुविशारद/नोंदणीकृतअभियंता/नोंदणीकृत पर्यवेक्षकांच्या प्रमाणपत्रासह विहीत नमुन्यात लेखी अर्ज देऊन व लेखी परवानगी घेऊन तदनंतरच इमारत भोगवटयास घेणेची आहे. भोगवटा घेतेवेळी एकत्रिकरणाचा अंतिम मोजणी अभिलेख सादर करणे आवश्यक राहील.

१६. छाननी शुक्ल व विकास शुल्क, प्रिमिअम शुल्क मध्ये तफावत आढळून आल्यास फरकाची रक्कम भरणे अर्जदार भुखंडधारक /विकासकर्ते यांचेवर बंधनकारक राहील.

१७. सदरहू इमारतीचे बांधकाम परवानगी पत्राची मुदत प्रथमत: वर्षासाठी राहिल.आणि त्यानंतर अर्जदार भूखंडधारक/विकासकर्ते विहित कालमर्यादेत मुदतवाढ (जास्तीत जास्त तीन वेळा मुदतवाढ देय) वाढवून घेतली नसल्यास प्रस्तुत परवानगी आपोआप रद्द झाले असे समजण्यात येईल. सदरहू मुदतीनंतर अर्जदार भूखंडधारक/विकासकर्ते यांनी नव्याने आवश्यक कागदपत्रांसह परवानीसाठी स्वतंत्रपणे अर्ज सादर करावा लागेल.

१८. नियोजित बांधकामामुळे जवळचे मिळकत धारकांचे इजमेंट हक्कावर कोणत्याही प्रकारचे हक्काची पायमल्ली होणार नाही, याची दक्षता अर्जदाराने घेणेची आहे.तसेच जागेच्या हद्दीबाबत काही तक्रार अगर कायदेशीर अडचण आल्यास त्याची जबाबदारी अर्जदार यांचेवर राहील.

१९. अर्जदार यांनी सदर भुखंडाची मोजणी तालुका निरीक्षक भुमि अभिलेख,सातारा यांचेकडून करुन घ्यावी.

२०. अर्जदार यांनी भूखंडामधील पिण्याचे पाण्याची सोय स्वत: करावी.

२१. बांधकामास अस्तित्वातील रस्ता उपलब्ध असणे आवश्यक आहे.

२२. नकाशात नमूद चटई क्षेत्र प्रत्यक्षात उपलब्ध होणे आवश्यक राहिल.

२३. सदर मंजूरीची शिफारस ही मंजूर रेखांकनातील भूखंडाच्या हद्दीप्रमाणे केली आहे.सदर भुखंडाची आखणी जर जागेवर झाली असेल व त्यावर काही बदल केले असल्यास सदरच्या बांधकामास फेरमंजूरी घेणे आवश्यक राहील.

२४. बांधकाम केलेली जागा सातारा जिल्हयातील भूकंपप्रवण क्षेत्रात येत असल्यामुळे भुकंपासारख्या नैसर्गिक आपत्तीमध्ये बांधकामाचे नुकसान होणार नाही, असे बांधकाम करण्यात यावे.भूकंपासारख्या नैसर्गिक आपत्तीमध्ये इमारतीस नुकसान झाल्यास त्याबद्दल शासनाकडून कोणत्याही प्रकारची मदत देय होणार नाही. भूकंपरोधक नियमावलीस अनुसरुन बांधकाम करुन घेणेची जबाबदारी अर्जदाराची राहिल.

२५. अर्जदाराच्या मालकीच्या/कब्जात नसलेल्या जागेवर सदरहू परवानगीच्या आधारे विकास काम हाती घेता येण
नाही. इमारतीचे बांधकाम करताना दुस-याच्या जागेत अतिक्रमण होणार नाही व दुस-याच्या कायदेशीर हक्क
बाधा येणार नाही याची दक्षता घेतली पाहिजे.

२६. अर्जदाराने या कार्यालयाकडून प्लिंथ चेकिंगचा दाखला घेतल्याशिवाय पुढील काम सुरु करु नये. प्रस्
परवानगीप्रमाणे इमारतीचे बांधकाम पुर्ण झाल्याच्या तारखेपासुन एक महिन्याच्या आत भोगवटा प्रमाणपत्रा करी
संबंधीत अभियंता/आर्कीटेक्ट /पर्यवेक्षकांच्या प्रमाणपत्रासह विहित नमुन्यात लेखी अर्ज देऊन व नि
स्वाक्षरीकार कडील लेखी परवानगी घेऊन तदनंतरच इमारत भोगवटयास घेणेची आहे.

२७. R.C.C .Design/structure safety/भूकंप प्रतिरोधक तरतुद करणे अर्जदार यांचेवर बंधनकारक राहील.

२८. संबधित भूखंडावरील इमारतीचे बांधकाम सार्वजनिक बांधकाम विभागाच्या प्रमाणपकाप्रमाणे/भारतीय मान
ब्युरो (बी.आय.सी) यांच्या स्पेसिफिकेशनप्रमाणे,नोंदणीकृत एजन्सी कडून केले पाहिजे. तसेच भुकंप रोध
साहित्य/पध्दतीप्रमाणे बांधकाम करणे आवश्यक असून तसा दाखला स्ट्रक्चरल इंजिनियर यांचकडेन भोगव
प्रमाणपत्र करिता अर्ज करताना सादर करणे आवश्यक राहील

२९. अर्जदारावर भारतीय वीज नियम बंधनकारक रहातील.

३०. बांधकाम भारतीय मानक ब्युरोचे नियमावलीनुसार करुन घेणेची जबाबदारी अर्जदाराची राहिल.

३१. इमारतीकरीता जे बांधकाम साहित्य आणले जाईल त्याची शासनाने विहित केलेले शुल्क/परवाना फी रॉयल्
इत्यादी ज्या -त्या वेळी संबंधीत/महसूल कार्यालयात भरणा करणे आवश्यक राहिल.

३२. इमारतीचे साहित्य सार्वजनिक रस्त्यावर अगर जागेत रहदारीस अडथळा न येता ठेवण्याचे आहे.

३३. संबंधीत भूखंडावरील इमारतीचे बांधकाम करताना सार्वजनिक बांधकाम विभागाच्या प्रमाणकाप्रमाणे /भारती
मानक ब्यूरो यांच्या स्पेसिफिकेशनप्रमाणे,नोंदणीकृत एजन्सीकडून तयार केल्या पाहिजेत. तसेच भुकंप रोध
साहित्य/पध्दतीप्रमाणे बांधकाम करणे आवश्यक असून, तसा दाखल स्ट्रक्चरल इंजिनियर यांचेकडून भोगव
प्रमाणपत्र करीता अर्ज करताना सादर करणे आवश्यक राहिल.

३४. नकाशामध्ये पार्किग या ठिकाणी दर्शविलेले क्षेत्र पार्किग या कारणासाठीच वापरणे अर्जदार यांचेवर बंधनकारक
राहिल.

३५. विषयांकीती जागेमध्ये मल आणि दूषित पाणी यांच्या नि:स्सरण व्यवस्था तसेच नियोजीत सांडपाण्याच्या
व्यवस्थेची योग्य प्रकारे तरतूद करणे आवश्यक - बंधनकारक आहे.

३६. विषयांकीत जागेमध्ये बांधकाम करताना नैसर्गिक पाणी प्रवाहास अडथळा निर्माण करणेत येऊ नये तसेच
जमिनीच्या भौगोलिक परिस्थितीत बदल करण्यात येऊ नये.

३७. नकाशात कार्पेट एरिया या ठिकाणी नमुद केलेले क्षेत्र प्रत्यक्षात उपलब्ध होणे आवश्यक राहिल.

३८. कोणत्याही प्रकारच्या अटी व शर्तींचे भंग केल्याचे किंवा पालन न केल्याचे किंवा अर्जामध्ये चुकीची माहिती
दिल्याचे आढळल्यास सदरहू परवाना रद्द करण्यात येईल.

३९. हा दाखला महसूल अधिकारी किंवा सहायक संचालक, नगर रचना सातारा किंवा पोलीस अधिकारी यांनी
पाहण्यास मागितला असता दाखविला पाहिजे अन्यथा संमतीपत्राविना बांधकाम चालू आहे असे समजण्यात
येईल.

४०. सदर क्षेत्रासाठी लागू सुधारित नियमावलीतील तरतुदीनुसार अर्जदार यांस सुरक्षा ठेव (security Deposit)
जमा करणे आवश्यक आहे.शासनाकडून रक्कमक निश्चित झाल्याने रक्कम भरण्यास बांधील असल्याचे बंधपत्र
अर्जदार यांनी सादर केले आहे. त्यानुसार भविष्यात सुरक्षा ठेव रक्कम भरणे त्यांचेवर बंधनकारक राहील.

४१. वरील संमतीप्रमाणे काम करताना महाराष्ट्र जमिन महसुल अधिनियम १९६६ आणि महाराष्ट्र प्रादेशिक व नगर
रचना अधिनियम १९६६ अगर त्यास अनुसरुन केलेले मंजूर नियम व पोटनियम यांचा भंग होता कामा नये.
नियमांचे पालन होण्यासाठी प्राधिकारणास योग्य सहकार्य जमिनधारकाने करावे.

४२.कोणत्याही वेळी असे निदर्शनास आले की, अर्जदार यांनी पुरविलेली माहिती वा कागदपत्रे खोटी व दिशाभूल करणारी असलेस व आदेशातील अटी व शर्तीचा भंग केल्याचे आढळल्यास दिलेली परवानगी रद्द समजणेत येईल.

वर्ष कोड				जिल्हा कोड		तालुका कोड			निर्धारण अधिकारी कोड		निर्धारण अधिका-यांनी दिलेला प्रकरण क्रमांक				बांधकामाचा टप्पा	
२	०	२	१	१	२	१	१	९	०	६	०	०	३	१	०	०



९/९/२१

(मिनाज मुल्ला)
उपविभागीय अधिकारी
सातारा उपविभाग सातारा

प्रति,

✓ श्री. आनंद अंकुश चव्हाण व सौ. विदया आनंद चव्हाण रा.कोंडवे ता. जि.सातारा, मौजे कोंडवे ता. सातारा, स.नं.१८६/१/२/३भु.क्र.१५क्षेत्र १४६.२५चौ.मी.व भु.क्रं.१६ क्षेत्र १३५.०० चौ.मी. मधील एकत्रीकरण व त्यामधील रहिवास मंजूर इमारत आराखडयासह.

प्रत :- तहसिलदार सातारा यांचेकडे जरुर त्या कार्यवाहीसाठी.
प्रत :- उप अधिक्षक, भूमी अभिलेख सातारा यांचेकडी माहितीसाठी व आवश्यकत्या कार्यवाहीसाठी मौजे कोंडवे ता. सातारा, स.नं.१८६/१/२/३भु.क्र.१५क्षेत्र १४६.२५चौ.मी.व भु.क्रं.१६ क्षेत्र १३५.०० चौ.मी. एकत्रीकरण आराखडयासह)
प्रत:- गांव कामगार तलाठी कोंडवे ता.सातारा यांचकडे माहितीसाठी गा.न.नं.२ला आवश्यकत्या नोंदी घेण्यासाठी रवाना.
प्रत :- सहाय्यक संचालक नगर रचना सातरा यांना माहितीसाठी व आवश्यकत्या कार्यवाहीसाठी

सही -xxx
(मिनाज मुल्ला)
उपविभागीय अधिकारी
सातारा उपविभाग सातारा

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ANUSHIV PROJECTS LLP

S.No.83, Plot No. 5, Gawli Wada, Opp., Satav Hall, Sahakarnagar, Parvati, Pune 411009.

Date : 24/5/2023

TO WHOMSOEVER IT MAY CONCERN

This is to inform you that Mr. Avdhoot Prakash Kokate is administrating all our businesses carried out at our site Durga Bhoomi Resort, Velhe, Dist. Pune. He is governing RCC, Plaster, Fabrication work, BBM and also quantity analysis and estimation.

Thanks & Regards

Anushiv Projects LLP

For ANUSHIV PROJECTS LLP

Authorised Signatory

FAIZ ANIS PATEL
9172612245.

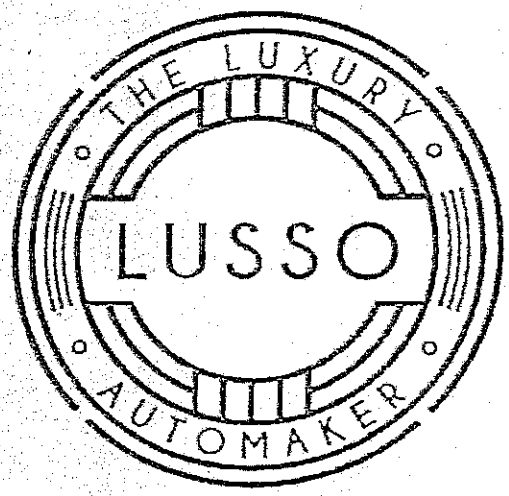
I, Faiz Anis Patel, from 2018-2022 batch have joined my family business at La Lusso Bespoke located at magzine chowk, Bhosari Alandi road.

FAIZ ANIS PATEL
9172612245
faiz.patel0000@gmail.com.

F.A.Patel

MMS 4th sem
Entrepreneur data

8/9/2022



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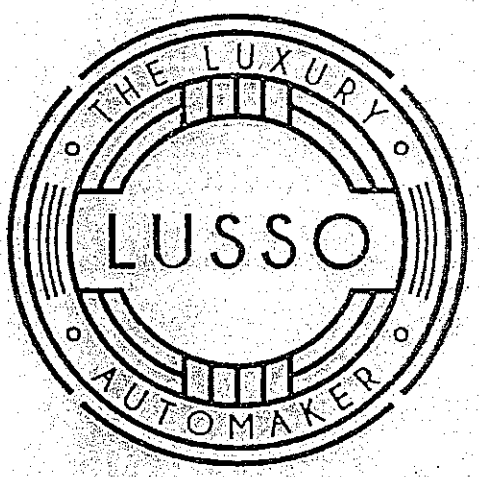
ayaz.patel@gmail.com



La Lusso Bespoke

Ramrajya Industrial Estate, Shop No. 9,
Near Deep Lawns, Magazine Chowk, Bhosari Alandi Rd,
Bhosari, Pune - 411039.

सत्यमेव जयते

GOVERNMENT OF INDIA
MINISTRY OF CORPORATE AFFAIRS

Central Registration Centre

Certificate of Incorporation

[Pursuant to sub-section (2) of section 7 and sub-section (1) of section 8 of the Companies Act, 2013 (18 of 2013) and rule 18 of the Companies (Incorporation) Rules, 2014]

I hereby certify that SCRAPMAN PRIVATE LIMITED is incorporated on this Eleventh day of December Two thousand twenty under the Companies Act, 2013 (18 of 2013) and that the company is limited by shares.

The Corporate Identity Number of the company is U37100MH2020PTC351749.

The Permanent Account Number (PAN) of the company is **ABFCS0856F** *

The Tax Deduction and Collection Account Number (TAN) of the company is **NSKS28983D** *

Given under my hand at Manesar this Thirteenth day of December Two thousand twenty .

DS MINISTRY OF CORPORATE AFFAIRS 6

Digital Signature Certificate
Mr. ARVIND KUMAR BUNKAR
Deputy Registrar Of Companies
For and on behalf of the Jurisdictional Registrar of Companies
Registrar of Companies
Central Registration Centre

Disclaimer: This certificate only evidences incorporation of the company on the basis of documents and declarations of the applicant(s). This certificate is neither a license nor permission to conduct business or solicit deposits or funds from public. Permission of sector regulator is necessary wherever required. Registration status and other details of the company can be verified on www.mca.gov.in

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Mailing Address as per record available in Registrar of Companies office:

SCRAPMAN PRIVATE LIMITED
C/o Janardhan Dahiwal, Plot No. 22,, Sri Apaprtments, Prachi Nagar, Parali,,
Beed, Bid, Maharashtra, India, 431515

* as issued by the Income Tax Department

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

AISSMS COLLEGE OF ENGINEERING PUNE

Company Master Data

CIN	U37100MH2020PTC351749
Company Name	SCRAPMAN PRIVATE LIMITED
ROC Code	RoC-Mumbai
Registration Number	351749
Company Category	Company limited by Shares
Company SubCategory	Non-govt company
Class of Company	Private
Authorised Capital(Rs)	100000
Paid up Capital(Rs)	10000
Number of Members(Applicable in case of company without Share Capital)	0
Date of Incorporation	11/12/2020
Registered Address	C/o Janardhan Dahiwal, Plot No. 22, Sri Apaprtments, Prachi Nagar, Parali, Beed Bid MH 431515 IN
Address other than R/o where all or any books of account and papers are maintained	-
Email Id	scrapmanofficial@gmail.com
Whether Listed or not	Unlisted
ACTIVE compliance	
Suspended at stock exchange	-
Date of last AGM	-
Date of Balance Sheet	-
Company Status(for efiling)	Active

Charges

Assets under charge	Charge Amount	Date of Creation	Date of Modification	Status

No Charges Exists for Company/LLP

Directors/Signatory Details

DIN/PAN	Name	Begin date	End date	Surrendered DIN
08993903	Onkar Pramod Dahiwal	11/12/2020	-	
08993904	Sujit Balasaheb Mangrulkar	11/12/2020	-	

Head
Department of Electrical Engineering
AISSMS College of Engineering, Pune

AISSMS COLLEGE OF ENGINEERING PUNE

15-12-2020, 2