



APPOINTMENT LETTER

To,

**KM SHIVANI MUDGAL
SATI NAGAR ,KAILA DEVI MANDIR KE PAS NARAYACH AGRA - 282006**

Dear **KM SHIVANI MUDGAL**

We are delighted to offer you a position as **Junior Associate, Technology** with Publicis Sapient, a division of TLG India Pvt. Ltd. ("Publicis Sapient").

Publicis Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

The Total Cost to Company offered to you is INR 346200/- which includes the following:-

- An annualized base salary of INR 346200/- (including HRA)
- Provident Fund and Gratuity contributions, (As per the applicable provisions)

Tax at the applicable rate shall be deducted at source from your salary.
(Please refer to Annexure "B" for details)

Your anticipated start date will **15/04/2022**. You will be on training for a period of 6 months from the start date of your employment. Your home office would be in **Noida, India**.

In addition to your salary, you will be entitled to:-

- Receive Relocation expenses up to a maximum of amount Rs 10,000. (subject to submission of receipts)
- Participate in the Publicis Sapient's medical and life insurance benefits

The realisation of the above items is subject to the terms set forth in Annexure 'A' under the respective clauses.

You will be required to sign a training agreement on joining Publicis Sapient. Publicis Sapient would be making considerable investment in imparting specialized training to you for meeting the business requirements of the Company. Should you decide to leave Publicis Sapient within 18 months of the **15/04/2022**. You would be required to pay INR 150,000 in accordance with the terms of the training agreement.

TLG India Private Limited
GE, SEZ, Cyber Technopark,
Building No. 1, Tower B, Ground & 3rd Floor,
Building No. 2, Tower A, Ground & First Floor,
Building No. 3, Ground & First Floor,
SEZ Sector 21, Village Dumbahra,
Gurgaon - 122016 Haryana, India

TEL: +91 (120) 672 4000
FAX: +91 (120) 672 4027

Registered Office: TLG India Private Limited
19/Floor, 19th Block, Tower A, 95, Sector 16, Gurgaon, Haryana, Lower Phase (New), Haryana-122015
Tel: +91 (120) 6804 8001 fax: +91 (120) 6804 8011 OR 1291630110273000798

www.publicissapient.com

TLG India Private Limited
Oxygen Business Park Private Limited SEZ,
Tower C, 2nd - 4th Floor, Plot No. 7,
Sector 144, Expressway,
Noida - 201301
Uttar Pradesh, India

TEL: +91 (120) 479 5000
FAX: +91 (120) 479 5001

TLG India Private Limited
Signature Corporation Business Park,
2579, Building Vign, Outer Ring Road,
Doddabekundi Circle, Marathahalli Post,
Bangalore - 560037 Karnataka, India

TEL: +91 (80) 6128 0000
FAX: +91 (80) 6128 0001

On your first day of employment, please report to our office at **Gurgaon** at **9:00 a.m.** along with the documents. Should there be a change in your start date, it is mandatory for you to communicate the same to us a week in advance as this impacts your experience with Publicis Sapient.

Kindly return a copy of this letter duly counter signed by you, within a week in acceptance of the terms and conditions set out herein. Please refer to the Annexure "A" of this letter for details on the Terms of Employment, which shall apply to your employment. By signing a copy of this letter, you agree to abide by these terms and any other published terms in effect from time to time throughout the period of your employment.

We are looking forward to your joining us. We are sure that you would find life with Publicis Sapient to be motivating and challenging.

Best Regards



Kamal Karwal
GVP, People Strategy | Publicis Sapient



APPOINTMENT LETTER

To,

TUSHAR YADAV
DHARM ENCLAVE SHAMSHABAD ROAD KAHRAI AGRA

Dear **TUSHAR YADAV**

We are delighted to offer you a position as **Junior Associate, Technology** with Publicis Sapient, a division of TLG India Pvt. Ltd. ("Publicis Sapient").

Publicis Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

The Total Cost to Company offered to you is INR 346200/- which includes the following:-

- An annualized base salary of INR 346200/- (Including HRA)
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Tax at the applicable rate shall be deducted at source from your salary.
(Please refer to Annexure "B" for details)

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GE, SEZ, Condo Techpark
Building No. 1, Tower B, Ground + 3rd Floor
Building No. 2, Tower A, Ground & First Floor
Building No. 5, Ground & First Floor
SEZ Sector 21, Village Dundaehra,
Gurgaon - 122016 Haryana, India

TEL: +91 (124) 472 4000
FAX: +91 (124) 672 4027

TLG India Private Limited
Gurgaon Business Park, Private Limited SEZ,
Tower C, 2nd - 4th Floor, Plot No. C,
Sector 14B, Expressway,
Noida - 201301
Uttar Pradesh, India

TEL: +91 (120) 479 5800
FAX: +91 (120) 479 5001

TLG India Private Limited
Bajrangi Constellation Business Park,
2075, Building Vigna, Outer Ring Road,
Doddabekundi Circle, Marathahalli Post,
Bengaluru - 560037 Karnataka, India

TEL: +91 (80) 6126 0000
FAX: +91 (80) 6126 0001

Registered Office: TLG India Private Limited
100 Feet, Laxmi Sakshi Tower A, SE, Gurgaon, Rajasthan, Laxmi Park (Post), Haryana-122001
Tel: +91 (124) 664 9001 or +91 (124) 664 9011 OR 09110449129 1001578


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Best Regards



Kamal Karwal
GVP, People Strategy | Publicis Sapient



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

SUBHANGI SHARMA
F/61 Judge Compound Agra

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



APPOINTMENT LETTER

To,

**AMIT KUMAR VISHWAKARMA
SARASWATI PLACE NH2 FIROZABAD ROAD TUNDLA FIROZABAD**

Dear **AMIT KUMAR VISHWAKARMA**

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The Total Cost to Company offered to you is INR 346200/- which includes the following:-

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Building No. 2, Tower A, Ground & First Floor,
Building No. 3, Ground & First Floor,
SEZ Sector 21, Village Domaheta,
Gurgaon - 122001, Haryana, India

TEL: +91 (124) 472 4000
FAX: +91 (124) 472 4007

Registered Office: TLG India Private Limited
105/Floor 10th, Tower A, SE, Condot Technopark, Lower Phase, Sector-20/17,
Tel: +91 (124) 472 4000 / Fax: +91 (124) 472 4007 / Email: hr@tlgindia.com

www.publicissapient.com

TLG India Private Limited
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Noida - 201301,
Uttar Pradesh, India

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Best Regards



Kamal Karwal
GVP, People Strategy | Publicis Sapient



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

VAISHALI GOYAL
51-52 Radhika Residency Jalesar road

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

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5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
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As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

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Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



APPOINTMENT LETTER

To,

CHANDRABHAN YADAV
VILL DEHTORA POST SIKANDRA AGRA 282007

Dear **CHANDRABHAN YADAV**

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Gurgaon - 122016 Haryana, India

TEL: +91 (120) 672 0000
FAX: +91 (120) 672 4027

Registered Office: TLG India Private Limited
15th Floor, Laxmi Centre, Tower A, W, Concorde Kirti Marg, Lower Park Road, Mumbai-400015.
Tel: +91 (22) 68543600 | Fax: +91 (22) 68543611 | CIN: UPI15NH1272TC101758

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TLG India Private Limited
Oxygen Business Park Private Limited SEZ,
Tower C, 2nd - 8th Floor, Plot No. 7,
Sector 144, Expressway,
Noida - 201301
Uttar Pradesh, India

TEL: +91 (120) 479 5000
FAX: +91 (120) 479 5001

TLG India Private Limited
Bajajrui Concession Business Park,
2875, Building Vega, Outer Ring Road,
Dwarka Kund Gurgaon, Mantraloka Post,
Bengaluru - 560017 Karnataka, India

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Kamal Karwal
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S.S. BOTTLING PRIVATE LIMITED

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For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549d12018ptc337847



APPOINTMENT LETTER

To,

**CHOUDHARY ROHIT RANJAN
VILL DEHTORA POST SIKANDRA AGRA 282007**

Dear **CHOUDHARY ROHIT RANJAN**

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Building No: 2, Tower A, Ground & First Floor,
Building No: 3, Ground & First Floor,
SEZ Sector 71, Village Dundaheva,
Gurgaon - 122016 Haryana, India

TEL: +91 (120) 472 4300
FAX: +91 (120) 472 4027

Registered Office: TLG India Private Limited
13th Floor, 13th Estate, Tower A, 96, Sector 14, Gurgaon, Haryana, India - 122001
Tel: +91 (120) 494 3627 Fax: +91 (120) 494 3627 URL: www.tlgindia.com

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TLG India Private Limited
Dyogen Business Park Private Limited SEZ,
Tower C, 2nd - 4th Floor, Plot No: 2,
Sector 144, Expressway,
Noida - 201301
Uttar Pradesh, India

TEL: +91 (120) 475 1000
FAX: +91 (120) 475 9001

TLG India Private Limited
Bajaj Corridor Business Park,
25/5, Badli Vihar, Outer Ring Road,
Outer Ring Road, Marathahalli Post,
Bangalore - 560037 Karnataka, India

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Best Regards



Kamal Karwal
GVP, People Strategy | Publicis Sapient



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

GIREESH CHAND

H. No. - Rajeev Nagar Colony Quarsi Bypass Road Aligarh

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Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549di2018ptc337847



APPOINTMENT LETTER

To,

MUHAMMAD GHULAM SUBHANI
VILLAGE DALELNAGAR , POST RAHENKALAN TEHSIL ETMADPUR AGRA

Dear **MUHAMMAD GHULAM SUBHANI**

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Bengaluru - 560037 Karnataka, India

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FAX: +91 (80) 6128 0007

Registered Office: TLG India Private Limited
10th Floor, 14th Cross, Tower A, 95, Sarjaniya Nagar Marg, Lower Phase (Old), Mumbai 400011
Tel: +91 (22) 4804 8007 Fax: +91 (22) 4804 8011 OR (22) 4804 8012/22-0196

www.publicissapient.com

On your first day of employment, please report to our office at **Gurgaon** at **9:00 a.m.** along with the documents. Should there be a change in your start date, it is mandatory for you to communicate the same to us a week in advance as this impacts your experience with Publicis Sapient.

Kindly return a copy of this letter duly counter signed by you, within a week in acceptance of the terms and conditions set out herein. Please refer to the Annexure "A" of this letter for details on the Terms of Employment, which shall apply to your employment. By signing a copy of this letter, you agree to abide by these terms and any other published terms in effect from time to time throughout the period of your employment.

We are looking forward to your joining us. We are sure that you would find life with Publicis Sapient to be motivating and challenging.

Best Regards



Kamal Karwal
GVP, People Strategy | Publicis Sapient



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

NEHA AZIZ
gailana road asopa hospital sikandra agra

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072947, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



APPOINTMENT LETTER

To,

BRIJ BIHARI CHOUBEY
3 201 249 D INDRA COLONY SHANGANJ AGRA

Dear **BRIJ BIHARI CHOUBEY**

We are delighted to offer you a position as **Junior Associate, Technology** with Publicis Sapient, a division of TLG India Pvt. Ltd. ("Publicis Sapient").

Publicis Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

The Total Cost to Company offered to you is INR 346200/- which includes the following:-

- An annualized base salary of INR 346200/- (including HRA)
- Provident Fund and Gratuity contributions, (As per the applicable provisions)

Tax at the applicable rate shall be deducted at source from your salary.
(Please refer to Annexure "B" for details)

Your anticipated start date will **15/04/2022**. You will be on training for a period of 6 months from the start date of your employment. Your home office would be in **Noida**, India.

In addition to your salary, you will be entitled to:-

- Receive Relocation expenses up to a maximum of amount Rs 10,000. (subject to submission of receipts)
- Participate in the Publicis Sapient's medical and life insurance benefits

The realisation of the above items is subject to the terms set forth in Annexure 'A' under the respective clauses.

You will be required to sign a training agreement on joining Publicis Sapient. Publicis Sapient would be making considerable investment in imparting specialized training to you for meeting the business requirements of the Company. Should you decide to leave Publicis Sapient within 18 months of the **15/04/2022**, You would be required to pay INR 150,000 in accordance with the terms of the training agreement.

TLG India Private Limited
Q4, SEZ, Conder Techpark,
Building No. 1, Tower B, Ground - 3rd Floor,
Building No. 2, Tower A, Ground & First Floor,
Building No. 3, Ground & First Floor,
SEZ Sector 21, Village Durlabaha,
Gurgaon - 122016 Haryana, India

TEL: +91 (120) 472 4001
FAX: +91 (120) 672 4027

Registered Office: TLG India Private Limited
148, Preet, Laxmi Square, Tower N, 9th, Conductor Sapient Building, Laxmi Preet Street, Mumbai - 400010
Tel: +91 (22) 3044 9028 Fax: +91 (22) 4044 3011 Site: <http://www.tlgindia.com>

www.publicissapient.com

TLG India Private Limited
Oxygen Business Park Private Limited SEZ,
Tower C, 2nd - 8th Floor, Plot No. T,
Sector 144, Expressway,
Noida - 201301
Uttar Pradesh, India

TEL: +91 (120) 472 5000
FAX: +91 (120) 472 5001

TLG India Private Limited
Bagnara Constellation Business Park,
2670, Building Virgo, Outer Ring Road,
Guttentown/Orissa, Marathahalli Phase,
Bengaluru - 560033 Karnataka, India

TEL: +91 (80) 6128 8800
FAX: +91 (80) 6128 0001

On your first day of employment, please report to our office at **Gurgaon at 9:00 a.m.** along with the documents. Should there be a change in your start date, it is mandatory for you to communicate the same to us a week in advance as this impacts your experience with Publicis Sapient.

Kindly return a copy of this letter duly counter signed by you, within a week in acceptance of the terms and conditions set out herein. Please refer to the Annexure "A" of this letter for details on the Terms of Employment, which shall apply to your employment. By signing a copy of this letter, you agree to abide by these terms and any other published terms in effect from time to time throughout the period of your employment.

We are looking forward to your joining us. We are sure that you would find life with Publicis Sapient to be motivating and challenging.

Best Regards



Kamal Karwal
GVP, People Strategy | Publicis Sapient



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

PRAGYANJALI
181/3 A.V.C BODLA AGRA

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonipat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

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6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonipat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



APPOINTMENT LETTER

To,

AJIT KUMAR MAURYA
Village- raj nagar post- hasan pur baru tahsil-sadabad

Dear **AJIT KUMAR MAURYA**

We are delighted to offer you a position as **Junior Associate, Technology** with Publicis Sapient, a division of TLG India Pvt. Ltd. ("Publicis Sapient").

Publicis Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

The Total Cost to Company offered to you is INR 346200/- which includes the following:-

- An annualized base salary of INR 346200/- (including HRA)
- Provident Fund and Gratuity contributions, (As per the applicable provisions)

Tax at the applicable rate shall be deducted at source from your salary.
(Please refer to Annexure "B" for details)

Your anticipated start date will **15/04/2022**. You will be on training for a period of 6 months from the start date of your employment. Your home office would be in **Noida**, India.

In addition to your salary, you will be entitled to:-

- Receive Relocation expenses up to a maximum of amount Rs 10,000. (subject to submission of receipts)
- Participate in the Publicis Sapient's medical and life insurance benefits

The realisation of the above items is subject to the terms set forth in Annexure 'A' under the respective clauses.

You will be required to sign a training agreement on joining Publicis Sapient. Publicis Sapient would be making considerable investment in imparting specialized training to you for meeting the business requirements of the Company. Should you decide to leave Publicis Sapient within 18 months of the **15/04/2022**. You would be required to pay INR 150,000 in accordance with the terms of the training agreement.

TLG India Private Limited
GIE, SEZ, Gurgaon Techspace
Building No. 1, Tower B, Ground - 3rd Floor,
Building No. 2, Tower A, Ground & First Floor,
Building No. 3, Ground & First Floor,
SEZ Sector 21, Village Durgaha,
Gurgaon - 120116 Haryana, India

TEL: +91 (124) 672 4380
FAX: +91 (124) 672 4327

Registered Office: TLG India Private Limited
13th Floor, Laxmi Estate Tower A, 95, Secunderabad Hyderabad, Lane Park (Hyd), Haryana 40013.
Tel: +91 (122) 8804 3603 / Fax: +91 (122) 8804 3607 / CN: 1741-03481972-TC015736

www.publicissapient.com

TLG India Private Limited
Cyber Business Park Private Limited SEZ,
Tower C, 2nd - 8th Floor, Plot No. 7,
Sector 144, Expressway,
Noida - 201301
Uttar Pradesh, India

TEL: +91 (120) 475 5300
FAX: +91 (120) 475 5001

TLG India Private Limited
Bajranga Condelation Business Park,
3670, Building Vogo, Outer Ring Road,
Goddanakurdi Circle, Marathahalli Post,
Bengaluru - 560037 Karnataka, India

TEL: +91 (80) 6128 0000
FAX: +91 (80) 6128 0001

On your first day of employment, please report to our office at **Gurgaon** at **9:00 a.m.** along with the documents. Should there be a change in your start date, it is mandatory for you to communicate the same to us a week in advance as this impacts your experience with Publicis Sapient.

Kindly return a copy of this letter duly counter signed by you, within a week in acceptance of the terms and conditions set out herein. Please refer to the Annexure "A" of this letter for details on the Terms of Employment, which shall apply to your employment. By signing a copy of this letter, you agree to abide by these terms and any other published terms in effect from time to time throughout the period of your employment.

We are looking forward to your joining us. We are sure that you would find life with Publicis Sapient to be motivating and challenging.

Best Regards



Kamal Karwal
GVP, People Strategy | Publicis Sapient



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

**PRAHALAD YADAV
181/3 A.V.C BOOLA AGRA**

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

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4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place - Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana - 131001 (INDIA)
Regd. Office - 9/53, Kirti Nagar, Indl. Area, New Delhi - 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : **U15549dl2018ptc337847**



APPOINTMENT LETTER

To,

AKHILESH KUMAR SAINI
Village- raj nagar post- hasan pur baru tahsil-sadabad

Dear **AKHILESH KUMAR SAINI**

We are delighted to offer you a position as **Junior Associate, Technology** with Publicis Sapient, adivision of TLG India Pvt. Ltd. ("Publicis Sapient").

Publicis Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

The Total Cost to Company offered to you is INR 346200/- which includes the following:-

- An annualized base salary of INR 346200/- (including HRA)
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Tax at the applicable rate shall be deducted at source from your salary.
(Please refer to Annexure "B" for details)

Your anticipated start date will **15/04/2022**. You will be on training for a period of 6 months from the start date of your employment. Your home office would be in **Noida, India**.

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Building No. 1, Tower B, Ground - 3rd Floor,
Building No. 2, Tower A, Ground & 1st Floor,
Building No. 5, Ground & 1st Floor,
SEZ Sector 21, Village Dumbahra,
Gurgaon - 122016 Haryana, India

TEL: +91 (124) 672 4000
FAX: +91 (124) 672 4027

Registered Office: TLG India Private Limited
13th Floor, 13th Estate, Tower A, SE, Sector 18, Condot Technopark, Gurgaon-122016
Tel: +91 (124) 664 8007 or +91 (124) 664 8011 OR 01244197020/2076

www.publicissapient.com

TLG India Private Limited
Gurgaon Business Park Private Limited SEZ,
Tower C, 2nd - 4th Floor, Plot No. 2,
Sector 14A, Expressway,
Noida - 201301
Uttar Pradesh, India

TEL: +91 (120) 479 5300
FAX: +91 (120) 479 5001

TLG India Private Limited
Bajajrate Correlation Business Park,
2875 Building Vign, Outer Ring Road,
Dattatrekund Circle, Marathahalli Post,
Bengaluru - 560057 Karnataka, India

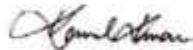
TEL: +91 (80) 6128 9000
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Best Regards



Kamal Karwal
GVP, People Strategy | Publicis Sapient



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

PRETTY SHARMA
55, KHORPURA CHACHOND, TANTPUR, AGRA

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

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5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549d2018ptc337847



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

**SANGEETA YADAV
VILL TAPARPURWA POST PRATAPPUR DISTT LAKHIMPUR KHERI**

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

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For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
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Corporate Identity Number : U15549dl2018ptc337847



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

SANJAY YADAV
149 PATHAN MOHALLA FATEHABAD AGRA

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For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

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Corporate Identity Number : U15549dl2018ptc337847



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

SATAKSHI UPADHYAY
37/171/3, Maya Bhawan, Bundu Katra, Agra

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd.** at **Gohana, Sonapat**, you will join the organization from **09/08/2021**.

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For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

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Corporate Identity Number : U15549dl2018ptc337847



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

**SURABHI SINGH
VILLAGE POST RAIPURA JAT MATHURA**

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For SS Bottling Pvt. Ltd., Gohana, Sonapat.

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Tehsil Gohana, Distt. Sonapat, Haryana - 131001 (INDIA)

Regd. Office - 9/53, Kirbi Nagar, Indl. Area, New Delhi - 110015 Tel: +91-11-45072942, 25927382 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

ANAMIKA VERMA

Vill Madar gadda (Bhojgarhi) Post Tilothi ,subdist Sasni Dist Hathras

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd.** at **Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)

Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

AVNEESH

347 Baghambari Housing Scheme Allahpur Prayagraj

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist**, **SS Bottling Pvt. Ltd.** at **Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

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7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
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Corporate Identity Number : U15549dl2018ptc337847



Offer Letter

To,

UNNATI SHARMA
tarapur,kasara,amethi

Dear UNNATI SHARMA

On behalf of the WESTERN, Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Survey No 19/5.21/1.22/1.48/6 Village Tadgam, Tal: Umbergaon Dist: Valsad Gujrat, you will join the organization from 07/03/2022

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs.325100/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*.
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statenent.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with WESTERN

For WESTERN, Survey No 19/5.21/1.22/1.48/6 Village Tadgam, Tal: Umbergaon Dist: Valsad Gujrat,

Authorized Signatory



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

PRIYA VERMA

VILLAGE NAHILORA KHURD POST NAHIL powayan DISTT SHAHJAHANPUR

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
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3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)

Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



APPOINTMENT LETTER

To,

UDAY NARAYAN
Vill: Burhan nagar Urf
Banavali Post: Tibri
Teh: Dhampur Distt:
Bijnor PIN: 246761
Uttar Pradesh

Dear UDAY NARAYAN,

On behalf of the SATA VIKAS Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Palwal, Haryana, you will join the organization from 15/04/2022

We welcome you to our company and wish you all the best for your future endeavors.
This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 234570/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Sata Vikas

For SATA VIKAS, Palwal, Haryana

Authorized Signatory



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

PRIYANKA GUPTA
sati nagar naraich, Agra

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

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3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)

Regd. Office – 3/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



APPOINTMENT LETTER

To,

UTKARSH PATEL
408 5th Floor R N Bagla
Tower Sikandra-Bodla
Road

Dear **UTKARSH PATEL,**

On behalf of the SATA VIKAS Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Palwal, Haryana, you will join the organization from 15/04/2022

We welcome you to our company and wish you all the best for your future endeavors.
This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 234570/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

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- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Sata Vikas

For SATA VIKAS, Palwal, Haryana

Authorized Signatory



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

**RAJAT KUMAR VIMAL
11/37 KASHIRAM AVAS SHASTRIPURAM AGRA**

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

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5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place - Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
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Corporate Identity Number : U15549dl2018ptc337847



APPOINTMENT LETTER

To,

KM BHARATI
28 Arjun Nagar New Delhi-110029

Dear **KM BHARATI**

We are delighted to offer you a position as **Junior Associate, Technology** with Publicis Sapient, a division of TLG India Pvt. Ltd. ("Publicis Sapient").

Publicis Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

The Total Cost to Company offered to you is INR 346200/- which includes the following:-

- An annualized base salary of INR 346200/- (including HRA)
- Provident Fund and Gratuity contributions, (As per the applicable provisions)

Tax at the applicable rate shall be deducted at source from your salary.
(Please refer to Annexure "B" for details)

Your anticipated start date will **15/04/2022**. You will be on training for a period of 6 months from the start date of your employment. Your home office would be in **Noida**, India.

In addition to your salary, you will be entitled to:-

- Receive Relocation expenses up to a maximum of amount Rs 10,000. (subject to submission of receipts)
- Participate in the Publicis Sapient's medical and life insurance benefits

The realisation of the above items is subject to the terms set forth in Annexure 'A' under the respective clauses.

You will be required to sign a training agreement on joining Publicis Sapient. Publicis Sapient would be making considerable investment in imparting specialized training to you for meeting the business requirements of the Company. Should you decide to leave Publicis Sapient within 18 months of the **15/04/2022**, you would be required to pay INR 150,000 in accordance with the terms of the training agreement.

TLG India Private Limited
GIL SEZ, Conda Techpark,
Building No. 1, Tower B, Ground - 3rd Floor,
Building No. 2, Tower A, Ground & First Floor,
Building No. 3, Ground & First Floor,
SEZ Sector 21, Village Dumbahwa,
Gurgaon-122001 Haryana, India

TEL: +91 (124) 672 4000
FAX: +91 (124) 672 4027

Registered Office: TLG India Private Limited
15th Floor, Ultra Centre Tower A, W, Connaught Place, Connaught Place, New Delhi-110001
Tel: +91 (11) 264634600 | Fax: +91 (11) 264634601 | Csk: 074109418797021079

www.publicissapient.com

TLG India Private Limited
Oxygen Business Park Private Limited SEZ,
Tower C, 3rd - 8th Floor, Plot No. 7,
Sector 144, Expressway,
Noida - 201301
Uttar Pradesh, India

TEL: +91 (120) 479 5000
FAX: +91 (120) 479 5001

TLG India Private Limited
Bagnone, Connaught Business Park,
2870, Building Vigna, Outer Ring Road,
Gurgaon Sector 29, Gurgaon, Haryana,
Bengaluru - 560027 Karnataka, India

TEL: +91 (80) 6128 9600
FAX: +91 (80) 6128 0001

On your first day of employment, please report to our office at **Gurgaon** at **9:00 a.m.** along with the documents. Should there be a change in your start date, it is mandatory for you to communicate the same to us a week in advance as this impacts your experience with Publicis Sapient.

Kindly return a copy of this letter duly counter signed by you, within a week in acceptance of the terms and conditions set out herein. Please refer to the Annexure "A" of this letter for details on the Terms of Employment, which shall apply to your employment. By signing a copy of this letter, you agree to abide by these terms and any other published terms in effect from time to time throughout the period of your employment.

We are looking forward to your joining us. We are sure that you would find life with Publicis Sapient to be motivating and challenging.

Best Regards



Kamal Karwal
GVP, People Strategy | Publicis Sapient



Offer: Computer Consultancy
Date: 09/08/2021

NIKITA GAUTAM
AHRAULI KASGANJ

Dear NIKITA GAUTAM

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbakon Road, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Karamon Nagar, Sholinganallur, Old Mahabulipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2535 Website: www.tcs.com

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

TCS Careers ServiceLine: 1800 209 5111 E-mail: careers@tcs.com



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kamaraj Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

TCS Career Services: 1900 209 3111 Email: careers@tcs.com



i. 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 INR **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 INR **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.

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.

TATA CONSULTANCY SERVICES

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

TCS Careers Service Line: 1800 299 3111 | Email: careers@tcs.com

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

**DIVYA SAGAR
9/92 B STATION ROAD YAMUNA BRIDGE**

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd.** at **Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
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5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
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Corporate Identity Number : U15549dl2018ptc337847

APPOINTMENT LETTER

To,

PRAKHAR PARASHAR
kundeshwar bhadpura etawah

Dear **PRAKHAR PARASHAR**

We are delighted to offer you a position as **Junior Associate, Technology** with Publicis Sapient, a division of TLG India Pvt. Ltd. ("Publicis Sapient").

Publicis Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

The Total Cost to Company offered to you is INR 346200/- which includes the following:-

- An annualized base salary of INR 346200/- (including HRA)
- Provident Fund and Gratuity contributions, (As per the applicable provisions)

Tax at the applicable rate shall be deducted at source from your salary.
(Please refer to Annexure "B" for details)

Your anticipated start date will **15/04/2022**. You will be on training for a period of 6 months from the start date of your employment. Your home office would be in **Noida, India**.

In addition to your salary, you will be entitled to:-

- Receive Relocation expenses up to a maximum of amount Rs 10,000. (subject to submission of receipts)
- Participate in the Publicis Sapient's medical and life insurance benefits

The realisation of the above items is subject to the terms set forth in Annexure 'A' under the respective clauses.

You will be required to sign a training agreement on joining Publicis Sapient. Publicis Sapient would be making considerable investment in imparting specialized training to you for meeting the business requirements of the Company. Should you decide to leave Publicis Sapient within 18 months of the **15/04/2022**. You would be required to pay INR 150,000 in accordance with the terms of the training agreement.

TLG India Private Limited
G4 SEZ, Concor Technopark,
Building No. 1, Tower B, Ground - 3rd Floor,
Building No. 2, Tower A, Ground & First Floor,
Building No. 5, Ground & First Floor,
SEZ Sector 21, Village Dumbahera,
Gurgaon - 122016 Haryana, India

TEL: +91 (124) 672 8800
FAX: +91 (124) 672 4037

Registered Office: TLG India Private Limited
129 Floor, One Centre, Tower A, 95, Concorde Park, Lower Phase (West), Mumbai-400015.
Tel: +91 (22) 6864 9000 / Fax: +91 (22) 6864 9001 / CIN: L74100MH1997PT1020796

www.publicissapient.com

TLG India Private Limited
Oxygen Business Park Private Limited SEZ,
Tower C, 2nd - 6th Floor, Plot No. 7,
Sector 144, Expressway,
Noida - 201301
Uttar Pradesh, India

TEL: +91 (120) 475 0000
FAX: +91 (120) 475 0001

TLG India Private Limited
Signature Constellation Business Park,
2875, Building Vign, Outer Ring Road,
Outer Ring Road, Marathahalli Post,
Bengaluru - 560037 Karnataka, India


TEL: +91 (80) 5128 0000
FAX: +91 (80) 5128 0001

On your first day of employment, please report to our office at **Gurgaon** at **9:00 a.m.** along with the documents. Should there be a change in your start date, it is mandatory for you to communicate the same to us a week in advance as this impacts your experience with Publicis Sapient.

Kindly return a copy of this letter duly counter signed by you, within a week in acceptance of the terms and conditions set out herein. Please refer to the Annexure "A" of this letter for details on the Terms of Employment, which shall apply to your employment. By signing a copy of this letter, you agree to abide by these terms and any other published terms in effect from time to time throughout the period of your employment.

We are looking forward to your joining us. We are sure that you would find life with Publicis Sapient to be motivating and challenging.

Best Regards



Kamal Karwal
GVP, People Strategy | Publicis Sapient



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

GAURAV KUMAR

vill ludhpura post danpur tehsil shikarpur distt bulandshahr

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



APPOINTMENT LETTER

To,

PREM AADHAR
vii purwa kada post gapchariyapur distt auralya

Dear **PREM AADHAR**

We are delighted to offer you a position as **Junior Associate, Technology** with Publicis Sapient, a division of TLG India Pvt. Ltd. ("Publicis Sapient").

Publicis Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

The Total Cost to Company offered to you is INR 346200/- which includes the following:-

- An annualized base salary of INR 346200/- (including HRA)
- Provident Fund and Gratuity contributions, (As per the applicable provisions)

Tax at the applicable rate shall be deducted at source from your salary.
(Please refer to Annexure "B" for details)

Your anticipated start date will **15/04/2022**. You will be on training for a period of 6 months from the start date of your employment. Your home office would be in **Noida, India**.

In addition to your salary, you will be entitled to:-

- Receive Relocation expenses up to a maximum of amount Rs 10,000. (subject to submission of receipts)
- Participate in the Publicis Sapient's medical and life insurance benefits

The realisation of the above items is subject to the terms set forth in Annexure 'A' under the respective clauses.

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Building No. 3, Ground & First Floor,
SEZ Sector 21, Village Dundahera,
Gurgaon - 122018 Haryana, India

TEL: +91 (124) 672 4000
FAX: +91 (124) 672 4027

Registered office: TLG India Private Limited
12th Floor, 12th Floor, Tower A, 90, Connaught Place, Connaught Place, Mumbai - 400015
Tel: +91 (22) 4884 3000 or +91 (22) 4884 3001 OR MUMBAI@TLGINDIA.COM

www.publicissapient.com

TLG India Private Limited
Gurgaon Business Park Private Limited SEZ,
Tower C, 2nd - 8th Floor, Plot No. 7,
Sector 144, Expressway,
Gurgaon - 201301
Uttar Pradesh, India

TEL: +91 (120) 475 5000
FAX: +91 (120) 475 5001

TLG India Private Limited
Bengaluru Corridor Business Park,
2670, Building 10th, Outer Ring Road,
Doddaballapur Circle, Marathahalli Post,
Bengaluru - 560037 Karnataka, India

TEL: +91 (80) 6128 0000
FAX: +91 (80) 6128 0001

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Kindly return a copy of this letter duly counter signed by you, within a week in acceptance of the terms and conditions set out herein. Please refer to the Annexure "A" of this letter for details on the Terms of Employment, which shall apply to your employment. By signing a copy of this letter, you agree to abide by these terms and any other published terms in effect from time to time throughout the period of your employment.

We are looking forward to your joining us. We are sure that you would find life with Publicis Sapient to be motivating and challenging.

Best Regards



Kamal Karwal
GVP, People Strategy | Publicis Sapient



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

HIMANI LAWANIA
37/319A/3B NAGLA PADI DAYAL BAGH AGRA

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

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3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/33, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



APPOINTMENT LETTER

To,

SAURABH SHARMA
A6/328 JANTA QUARTER KAMLA NAGAR

Dear **SAURABH SHARMA**

We are delighted to offer you a position as **Junior Associate, Technology** with Publicis Sapient, a division of TLG India Pvt. Ltd. ("Publicis Sapient").

Publicis Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

The Total Cost to Company offered to you is INR 346200/- which includes the following:-

- An annualized base salary of INR 346200/- (including HRA)
- Provident Fund and Gratuity contributions, (As per the applicable provisions)

Tax at the applicable rate shall be deducted at source from your salary.
(Please refer to Annexure "B" for details)

Your anticipated start date will **15/04/2022**. You will be on training for a period of 6 months from the start date of your employment. Your home office would be in **Noida**, India.

In addition to your salary, you will be entitled to:-

- Receive Relocation expenses up to a maximum of amount Rs 10,000. (subject to submission of receipts)
- Participate in the Publicis Sapient's medical and life insurance benefits

The realisation of the above items is subject to the terms set forth in Annexure 'A' under the respective clauses.

You will be required to sign a training agreement on joining Publicis Sapient. Publicis Sapient would be making considerable investment in imparting specialized training to you for meeting the business requirements of the Company. Should you decide to leave Publicis Sapient within 18 months of the **15/04/2022**, You would be required to pay INR 150,000 in accordance with the terms of the training agreement.

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Building No. 5, Ground & 1st Floor
SEZ Sector 21, Village Dandehera,
Gurgaon - 122016 Haryana, India

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FAX: +91 (124) 672 4327

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Gurgaon Business Park Private Limited SEZ,
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Uttar Pradesh, India

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Chokkikulund Circle, Marathahalli Post,
Bangalore - 56007 Karnataka, India

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FAX: +91 (80) 6128 0001

Registered Office: TLG India Private Limited
108, First Floor, 108/109, Tower A, SEZ, Saket, Saket, New Delhi, India-110017
Tel: +91 (11) 6644 3600 Fax: +91 (11) 6644 3601 CIN: LT41-SKAT173PTD110709

www.publicis-sapient.com

On your first day of employment, please report to our office at **Gurgaon** at **9:00 a.m.** along with the documents. Should there be a change in your start date, it is mandatory for you to communicate the same to us a week in advance as this impacts your experience with Publicis Sapient.

Kindly return a copy of this letter duly counter signed by you, within a week in acceptance of the terms and conditions set out herein. Please refer to the Annexure "A" of this letter for details on the Terms of Employment, which shall apply to your employment. By signing a copy of this letter, you agree to abide by these terms and any other published terms in effect from time to time throughout the period of your employment.

We are looking forward to your joining us. We are sure that you would find life with Publicis Sapient to be motivating and challenging.

Best Regards



Kamal Karwal
GVP, People Strategy | Publicis Sapient



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

JENNIFER LAWRENCE
T3D129 TECHMAN CITY PHASE 3 NAWADA N.H.-19 POST ADUKI MATHURA

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

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3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For SS Bottling Pvt. Ltd., Gohana, Sonpat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847

APPOINTMENT LETTER

To,

SHWETA BANSAL
vishwakarma nagar jalalipatti varanasi

Dear **SHWETA BANSAL**,

We are delighted to offer you a position as **Junior Associate, Technology** with Publicis Sapient, a division of TLG India Pvt. Ltd. ("Publicis Sapient").

Publicis Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

The Total Cost to Company offered to you is INR 346200/- which includes the following:-

- An annualized base salary of INR 346200/- (including HRA)
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Tax at the applicable rate shall be deducted at source from your salary.
(Please refer to Annexure "B" for details)

Your anticipated start date will **15/04/2022**. You will be on training for a period of 6 months from the start date of your employment. Your home office would be in **Noida, India**.

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- Participate in the Publicis Sapient's medical and life insurance benefits.

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You will be required to sign a training agreement on joining Publicis Sapient. Publicis Sapient would be making considerable investment in imparting specialized training to you for meeting the business requirements of the Company. Should you decide to leave Publicis Sapient within 18 months of the **15/04/2022**, You would be required to pay INR 150,000 in accordance with the terms of the training agreement.

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Gurgaon - 122016 Haryana, India

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Registered Office: TLG India Private Limited
13th Floor, Laxmi Centre, Tower A, 95, Colaba Causeway, Lower Floor (West), Mumbai-400015
Tel: +91 (22) 4864 3600 Fax: +91 (22) 4864 3601 CIN: U11109MH1972PC16798

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Kindly return a copy of this letter duly counter signed by you, within a week in acceptance of the terms and conditions set out herein. Please refer to the Annexure "A" of this letter for details on the Terms of Employment, which shall apply to your employment. By signing a copy of this letter, you agree to abide by these terms and any other published terms in effect from time to time throughout the period of your employment.

We are looking forward to your joining us. We are sure that you would find life with Publicis Sapient to be motivating and challenging.

Best Regards



Kamal Karwal
GVP, People Strategy | Publicis Sapient



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

**KM REHNUMA MIRZA
37/341/D-18 NAGLA PATI DAYAL BAGH ROAD**

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd.** at **Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining -

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3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place - Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana - 131001 (INDIA)
Regd. Office - 9/53, Kirti Nagar, Indl. Area, New Delhi - 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

**AYUSHI VERMA
1235, 7 TAL KHANDA AGRA**

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For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

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Corporate Identity Number : U15549dl2018ptc337847



APPOINTMENT LETTER

To,

VINEETA KUSHWAH
266-A, JANTA FLATS, POCKET-C-2, MAYUR VIHAR PHASE-3

Dear **VINEETA KUSHWAH**

We are delighted to offer you a position as **Junior Associate, Technology** with Publicis Sapient, a division of TLG India Pvt. Ltd. ("Publicis Sapient").

Publicis Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

The Total Cost to Company offered to you is INR 346200/- which includes the following:-

- An annualized base salary of INR 346200/- (including HRA)
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Building No. 3, Ground & First Floor,
SEC7 Sector 21, Village Dundehera,
Gurgaon - 122076 Haryana, India

TEL: +91 (124) 672 4900
FAX: +91 (124) 672 4027

Registered Office: TLG India Private Limited
109, First Floor, Tower A, 95, Connaught Place, Lower New Road, Mumbai-400015
Tel: +91 (22) 68043007 or +91 (22) 6804 3011 OR +91 9821107102/1078

www.publicisgroupindia.com

TLG India Private Limited
Devgiri Business Park Phase Limited SEC7,
Tower C, 2nd-4th Floor, Plot No. 7,
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Uttar Pradesh, India

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We are looking forward to your joining us. We are sure that you would find life with Publicis Sapient to be motivating and challenging.

Best Regards



Kamal Karwal
GVP, People Strategy | Publicis Sapient



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

DINESH KUMAR
Soham traders usha complex khandauli

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

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Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)

Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



APPOINTMENT LETTER

To,

**YOGENDRA KUMAR
KC- 240, TECHMAN CITY, MATHURA**

Dear **YOGENDRA KUMAR**

We are delighted to offer you a position as **Junior Associate, Technology** with Publicis Sapient, a division of TLG India Pvt. Ltd. ("Publicis Sapient").

Publicis Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

The Total Cost to Company offered to you is INR 346200/- which includes the following:-

- An annualized base salary of INR 346200/- (Including HRA)
- Provident Fund and Gratuity contributions, (As per the applicable provisions)

Tax at the applicable rate shall be deducted at source from your salary.
(Please refer to Annexure "B" for details)

Your anticipated start date will **15/04/2022** You will be on training for a period of 6 months from the start date of your employment. Your home office would be in **Noida, India**.

In addition to your salary, you will be entitled to:-

- Receive Relocation expenses up to a maximum of amount Rs 10,000. (subject to submission of receipts)
- Participate in the Publicis Sapient's medical and life insurance benefits.

The realisation of the above items is subject to the terms set forth in Annexure 'A' under the respective clauses.

You will be required to sign a training agreement on joining Publicis Sapient. Publicis Sapient would be making considerable investment in imparting specialized training to you for meeting the business requirements of the Company. Should you decide to leave Publicis Sapient within 18 months of the **15/04/2022**. You would be required to pay INR 150,000 in accordance with the terms of the training agreement.

TLG India Private Limited
GE, SEZ, Concor Technopark,
Building No. 1, Tower B, Ground - 3rd Floor,
Building No. 2, Tower A, Ground & First Floor,
Building No. 3, Ground & First Floor,
SEZ Sector 21, Village Dumbahera,
Gurgaon - 122015 Haryana, India

TEL: +91 (124) 477 4000
FAX: +91 (124) 672 4327

Registered Office: TLG India Private Limited
129/Floor: 12th Floor, Tower A, 16 Concorde Habitat Marg, Lower Phase II, Sector 14, Gurgaon-122002
Tel: +91 (122) 4904 9007 or +91 (122) 8804 8811 (IN: 07410841572) 12101758

www.publicissapient.com

TLG India Private Limited
Devgiri Business Park Private Limited SEZ,
Tower C, 2nd - 4th Floor, Plot No. 7,
Sector 144, Expressway,
Noida - 201301
Uttar Pradesh, India

TEL: +91 (120) 479 5800
FAX: +91 (120) 479 5801

TLG India Private Limited
Sajdama Constellation Business Park,
2875, Building Vign, Outer Ring Road,
DwarkaKund Circle, Marolhahi Post,
Bangalore - 56007 Karnataka, India

TEL: +91 (80) 6128 0000
FAX: +91 (80) 6128 0001

On your first day of employment, please report to our office at **Gurgaon** at **9:00 a.m.** along with the documents. Should there be a change in your start date, it is mandatory for you to communicate the same to us a week in advance as this impacts your experience with Publicis Sapient.

Kindly return a copy of this letter duly counter signed by you, within a week in acceptance of the terms and conditions set out herein. Please refer to the Annexure "A" of this letter for details on the Terms of Employment, which shall apply to your employment. By signing a copy of this letter, you agree to abide by these terms and any other published terms in effect from time to time throughout the period of your employment.

We are looking forward to your joining us. We are sure that you would find life with Publicis Sapient to be motivating and challenging.

Best Regards



Kamal Karwal
GVP, People Strategy | Publicis Sapient



**MUNJAL
SHOWA**

To,

**ASHWARYA BANSWAL
27 VIJAY NAGAR COLONY AGRA**

Dear ASHWARYA BANSWAL

On behalf of the Munjal Showa Limited, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Sector - 18 Gurgaon, Haryana office, you will join the organization from 12/12/2021

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs.332500/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Munjal Showa

For Gurgaon, Haryana

Authorized Signatory



Offer: Computer Consultancy
Date: 09/08/2021

SHIVA SINGH
VILL JARELIYA POST HASANPUR MANT MATHURA

Dear SHIVA 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 for TCS Digital and we are pleased to make you an offer of employment.

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be INR **358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Karaman Nagar, Sholingur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6610 2222 Fax: 91 44 6616 2535 Website: www.tcs.com
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Service line: 1800 209 1111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kamaraj Nagar, Sholingur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

TCS Careers Serviceflow: 1800 209 1111 Email: careers@tcs.com



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Korumam Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

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



i. 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 INR **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 INR **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.

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.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbakon Road, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

TCS Careers Service(tel: 1800 209 3111 Email: careers@tcs.com)

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



Offer Letter

Date 21/10/2021

Dear ANKUSH KUMAR SINGH
VILL BHARTIYAKA POST BAJANA TEHSIL MANT

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Student Success Specialist-Student Experience** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (Annexure A). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is 21/10/2021. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to 21/10/2021 the offer shall be deemed to be rejected by you. Please accept this offer in our HR portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Student Success Specialist-Student Experience
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kaiyasa Tech Park

Total Annual Cost to Company : ₹ 289740

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company, 21/10/2021 failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head - Human Resources
Think & Learn Pvt. Ltd

Annexure - A

**Compensation
Details**

Name	ANKUSH KUMAR SINGH
Designation	Student Success Specialist-Student Experience
Date Of Joining	21/10/2021
Annual Cost To Company(CTC)	289740

**Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details*

***Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.*

****PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1000/- per month), will be included in above mentioned CTC.*

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	
Research Allowance	Up to INR 30000 per annum	Non-taxable upon submission of required proofs
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employer's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip.
- Detailed guidelines on these will be shared post your onboarding.
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above.
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window.
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one.
- 'Special Allowance' component is a part of taxable income.



**MUNJAL
SHOWA**

To,

**SALVI GARG
LIG 73 INDRAPURAM D PARK SHAMSHABAD ROAD AGRA**

Dear SALVI GARG

On behalf of the Munjal Showa Limited, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Sector - 18 Gurgaon, Haryana office, you will join the organization from 12/12/2021

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs.332500/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Munjal Showa

For Gurgaon, Haryana

Authorized Signatory



To
VISHAL SARASWAT
VILLAGE POST KAIMTHAL TEHSIL IGLAS

Sub: Your offer of Employment in eORIGAMI SOFTWARE PVT LTD

Dear **VISHAL SARASWAT**

Welcome to eORIGAMI!

It gives us immense pleasure in inviting you to join eORIGAMI Software Private Limited. ("eORIGAMI" or the "Company") as one of its valuable member. We believe that the growth of an organization is fuelled by the enthusiasm and energy of people who are willing to invest into its future. We therefore believe that all our employees are truly our ASSOCIATES in our road to the future. We are happy that you are one such Associate joining us in our efforts to create a truly global organization.

We are pleased to inform you that you have been offered an employment in eORIGAMI as **Jr. Software Engineer**, and you would report on your joining to **Mr. Yashwanth Reddy H, President - Operations**. You will operate out of our office located at **Bangalore**.

We prefer you to join us on **12/12/2021**

We wish to share with you the detailed terms and conditions which will govern your employment with eORIGAMI and also Associate related guidelines applicable to all eORIGAMIians including you. All these Terms and Conditions are subject to change based on business requirements and you shall abide by the updated policies. Please note that your appointment is subject to background check /reference check/pre-employment checks as applicable.

eORIGAMI observes a 5-day week with Saturday and Sunday as weekly holidays. The office hours are from 09:00 AM to 06:00 PM, with staggered lunch break of 30 minutes between 12:00 PM and 12:30 PM. Associates are expected to follow the client's working hours and holidays while on deputation to client's site in India/onsite. In the event an Associate fails to register their attendance consecutively for 3 working days, without any prior notice to their immediate manager or concerned HR, eORIGAMI shall initiate appropriate disciplinary action against the Associate as per eORIGAMI policy. EORIGAMI reserves the right to registering a MAN MISSING complaint with the Police Department, in such cases.


(Signature of Associate)

1. Compensation & Benefits:

You will receive a total compensation of Rs. 450500/- per annum. The compensation package consists of:

2. Position Linked Benefits:

We wish you all the very best and look forward to a long and mutually beneficial association.

Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter.

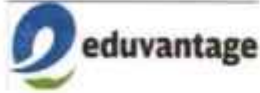
Yours sincerely,
for eORIGAMI Software Private Limited.

YASHWANTH REDDY
President - Operations

I have carefully read and understood the above offer terms including the terms contained in Annexure I and agree that the provisions of this letter and the Annexure I are reasonable and necessary and accept the same irrevocably and unconditionally.

Signature
Name


Yashwanth Reddy K



To,

RAJ KAMAL SINGH
MOHALLA GOVIND DAS ALIGANJ ETAH UTTAR PRADESH 207247

Dear **RAJ KAMAL SINGH**

On behalf of the Munjal Showa Limited, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Sector - 18 Gurgaon, Haryana office, you will join the organization from 12/12/2021

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs.352500/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-affested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining--

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Munjal Showa

For Gurgaon, Haryana

Authorized Signatory



Jay Bharat Maruti

To,

VAIBHAV SETH
37/18-b, bundu katra, gwallor road, agra

Dear VAIBHAV SETH

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Sector 18 Gurgaon, Haryana, you will join the organization from 12/12/2021

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 244000 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs
-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Jay Bharat Maruti

For Jay Bharat Maruti, Sector 18 Gurgaon, Haryana

Authorized Signatory



Offer Letter

Date: 12/12/2021

DIVYANARESH DHAKARE
Sathwan, Sarnath, Varanasi

Dear **DIVYANARESH DHAKARE**,

We congratulate you on your selection as "Solution Developer Trainee" at InfoAxon Technologies. We look forward to your contribution in our pursuit of excellence.

InfoAxon is a young company with average age of employees below 30, all of whom share the same hope and aspirations. The culture and atmosphere is informal, conducive to creativity with lot of role to play around. The pressure may be high and the job demanding but we hope you'll find it exciting, stimulating and challenging.

You will be provided a gross remuneration package of INR 350000/- Salary per annum. You would be on probation for a period of 6 (Six) months. On successful completion of your probation period you would be confirmed. You are requested to join on or before **12/12/2021**. Please indicate your acceptance by signing one copy of this letter and returning it to the company.

On acceptance of this offer, your appointment with the company will be on the basis of the standard terms and conditions as provided by this letter and the appointment letter. Based on your confirmation to join us, we are closing this position. In case you do not join us on the agreed date, it will be taken as breach of contract liable for legal action.

As a token of acceptance of our offer, kindly send us the confirmation email by **12/12/2021 evening**. This offer is valid till **12/12/2021**. Henceforth it will be considered as null and void.

We look forward to your accepting this offer and contributing into creating a global organization.


Yours sincerely,

For **InfoAxon Technologies India Pvt. Ltd.**

Authorized Signatory

InfoAxon Technologies India Pvt. Ltd.
08th Floor, Tradex Tower,
Plot No 15, Sector 125, Noida-201301
Phone: +91 120 421 5988-73
Website: www.infoaxon.com



Annexure-I	
Compensation & Benefits	
Name	DIVYANARESH DHAKARE
Designation	Solution Developer Trainee
Effective Date	12/12/2021
Location	Noida/Pune/Bangalore
Annual Cost To Company	350000/-
For InfoAxon Technologies India Pvt. Ltd.	
	



To,

KM LALTESH
24/39 SHIVAJI MARKET BIZLIGHAR KAZIPARA AGRA

Dear KM LALTESH

On behalf of the BAJAJ AUTO LTD. Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Haridwar, Uttarakhand, you will join the organization from 21/10/2021. We welcome you to our company and wish you all the best for your future endeavors.

Your CTC would be Rs. 287120 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Bajaj Auto Ltd.

For BAJAJ AUTO, Haridwar, Uttarakhand

Authorized Signatory



Offer Letter

Date 21/10/2021

Dear ANSHIKA JAISWAL
VILL PALIYA KHURD POST MUSTFABAD

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Student Success Specialist-Student Experience** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (Annexure A). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **21/10/2021**. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to **21/10/2021** the offer shall be deemed to be rejected by you. Please accept this offer in our HR portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Student Success Specialist-Student Experience
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Total Annual Cost to Company : ₹ 289740

Details of bonuses (if any) are mentioned in Annexure - A. You are requested to join the services of the Company, 21/10/2021 falling which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head - Human Resources
Think & Learn Pvt. Ltd.

Annexure - A

**Compensation
Details**

Name	ANSHIKA JAISWAL
Designation	Student Success Specialist-Student Experience
Date Of Joining	21/10/2021
Annual Cost To Company(CTC)	289740

**Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details*

***Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.*

****PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.*

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	
Research Allowance	Up to INR 30000 per annum	Non-taxable upon submission of required proofs
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip.
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



To
YASHI LOHIYA
BILARA BISAWAR

Sub: Your offer of Employment in eORIGAMI SOFTWARE PVT LTD

Dear **YASHI LOHIYA**

Welcome to eORIGAMI!

It gives us immense pleasure in inviting you to join eORIGAMI Software Private Limited. ("eORIGAMI" or the "Company") as one of its valuable member. We believe that the growth of an organization is fuelled by the enthusiasm and energy of people who are willing to invest into its future. We therefore believe that all our employees are truly our ASSOCIATES in our road to the future. We are happy that you are one such Associate joining us in our efforts to create a truly global organization.

We are pleased to inform you that you have been offered an employment in eORIGAMI as **Jr. Software Engineer**, and you would report on your joining to **Mr. Yashwanth Reddy H, President - Operations**. You will operate out of our office located at **Bangalore**.

We prefer you to join us on **12/12/2021**

We wish to share with you the detailed terms and conditions which will govern your employment with eORIGAMI and also Associate related guidelines applicable to all eORIGAMIians including you. All these Terms and Conditions are subject to change based on business requirements and you shall abide by the updated policies. Please note that your appointment is subject to background check /reference check/pre-employment checks as applicable.

eORIGAMI observes a 5-day week with Saturday and Sunday as weekly holidays. The office hours are from 09:00 AM to 06:00 PM, with staggered lunch break of 30 minutes between 12:00 PM and 12:30 PM. Associates are expected to follow the client's working hours and holidays while on deputation to client's site in India/onsite. In the event an Associate fails to register their attendance consecutively for 3 working days, without any prior notice to their immediate manager or concerned HR, eORIGAMI shall initiate appropriate disciplinary action against the Associate as per eORIGAMI policy. EORIGAMI reserves the right to registering a MAN MISSING complaint with the Police Department, in such cases.


(Signature of Associate)

Registered Office Address: No. 07, AASHRAYAA ONYX, 7th Cross Rd, Doo Heights Layout, Devanahalli, Bengaluru, Karnataka - 560068

1. Compensation & Benefits:

You will receive a total compensation of Rs. 450500/- per annum. The compensation package consists of:

2. Position Linked Benefits:

We wish you all the very best and look forward to a long and mutually beneficial association.

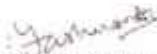
Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter.

Yours sincerely,
for eORIGAMI Software Private Limited.

YASHWANTH REDDY
President - Operations

I have carefully read and understood the above offer terms including the terms contained in Annexure I and agree that the provisions of this letter and the Annexure I are reasonable and necessary and accept the same irrevocably and unconditionally.

Signature
Name


Yashwanth Reddy K



To,

AMAN SINGH
Vill: post.Molanapur Tahsil Patti dist Pratapgarh

Dear AMAN SINGH

On behalf of the WELSPUN Floor Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Village- Chandanvelly, Mandal – Shabad, Shabad Road, Chandanville, Rangareddy – 501503. you will join the organization from 09/08/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs.345700/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining–

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*.
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

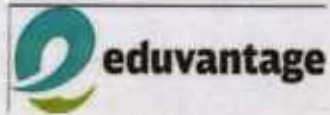
As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Welspun

For Village- Chandanvelly, Mandal – Shabad, Shabad Road, Chandanville, Rangareddy – 501503

A handwritten signature in blue ink, appearing to read 'Singh', is written over a horizontal line.

Authorized Signatory



To,

GOVIND KUMAR GUPTA
43/575 Mahadev Nagar Kailash Road Sikandra

Dear GOVIND KUMAR GUPTA

On behalf of the BAJAJ AUTO LTD. Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Haridwar, Uttarakhand, you will join the organization from 21/10/2021. We welcome you to our company and wish you all the best for your future endeavors.

Your CTC would be Rs. 287120 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
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- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Bajaj Auto Ltd.

For BAJAJ AUTO, Haridwar, Uttarakhand

Authorized Signatory



PRIVATE & CONFIDENTIAL

SAURAV VERMA
S/O HARSWARUP VERMA

431/1, Sector 1 Avas vikas
colony, sikandra bodla

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear SAURAV VERMA,

This is your Contract of Training/Apprenticeship ('Contract') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

Corporate Office:
7th to 9th Floor, Tower C & D, Building
No. 14,
Sector 24 & 25 A
DLF Cyber City
Notified SEZ
DLF City
Gurgaon-122002

BT Global Business Services Pvt Ltd
CIN: U74140DL2014PTC268583
Registered Office:
11th Floor, Eros Corporate Tower
Opp. International Trade Tower
Nehru Place,
New Delhi - 110 019, India
Tel.: +91 11 4781 1111
Fax: +91 11 4103 4438

www.bt.com

**Appendix1 Table of
benefits**

Section Name	SAURAV VERMA
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



To,

ANURAG SINGH
USHA DEVI SHIV MANDIR MOTI KUNJ LOHAMANDIAGRA

Dear ANURAG SINGH

On behalf of the WELSPUN Floor Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Village- Chandanvelly, Mandal - Shabad, Shabad Road, Chandanville, Rangareddy - 501503, you will join the organization from 09/08/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs.345700/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

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- Last 3 month Pay slips of previous employer*.
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- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Welspun

For Village- Chandanvelly, Mandal - Shabad, Shabad Road, Chandanville, Rangareddy - 501503

A handwritten signature in blue ink, appearing to read 'Singh', is written over a faint circular stamp.

Authorized Signatory



To,

**MONIKA TOMAR
C-87 KURMANCHAL NAGAR**

Dear MONIKA TOMAR

On behalf of the Autoliv Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Bangalore office, you will join the organization from 21/10/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 280450 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining--

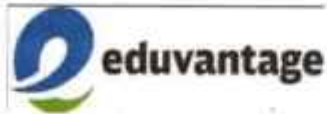
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As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Autoliv

For Autoliv, Bangalore

Authorized Signatory



To,

ADITYA KUMAR
202 suryalok colony mau road khandari agra

Dear ADITYA KUMAR

On behalf of the Autoliv Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Bangalore office, you will join the organization from 21/10/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 280450 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

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As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Autoliv

For Autoliv, Bangalore

Authorized Signatory



To,

**KM LAVI SHARMA
NEERAJ KUMAR S/O MR SHANTI SWAROOP NAI BASTI ASHOK NAGAR BIJAULI BAH**

Dear KM LAVI SHARMA

On behalf of the Autoliv Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Bangalore office, you will join the organization from 21/10/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 280450 (P/A)

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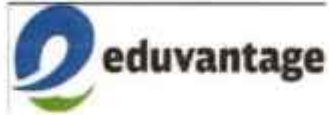
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-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Autoliv

For Autoliv, Bangalore

Authorized Signatory



To,

KM UREEN VERMA

114 thana barahalganj dawanadh post pandey kudar dawanadh katarpandey Gorakhpur

Dear KM UREEN VERMA

On behalf of the Autoliv Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Bangalore office, you will join the organization from 21/10/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

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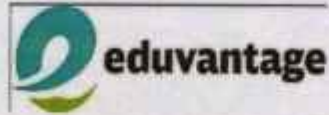
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As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Autoliv

For Autoliv, Bangalore

Authorized Signatory



To,

ADHIRAJ SINGH
Nagla chauhan, Village- Ayela, Block- Kheragarh

Dear ADHIRAJ SINGH

On behalf of the BAJAJ AUTO LTD. Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Haridwar, Uttarakhand, you will join the organization from 21/10/2021. We welcome you to our company and wish you all the best for your future endeavors.

Your CTC would be Rs. 287120 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

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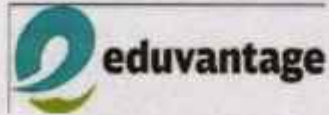
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As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Bajaj Auto Ltd.

For BAJAJ AUTO, Haridwar, Uttarakhand

Authorized Signatory



To,

KARAN PRAKASH
43/575 Mahadev Nagar Kallash Road Sikandra

Dear KARAN PRAKASH

On behalf of the BAJAJ AUTO LTD. Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Haridwar, Uttarakhand, you will join the organization from 21/10/2021. We welcome you to our company and wish you all the best for your future endeavors.

Your CTC would be Rs. 287120 (P/A)

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As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Bajaj Auto Ltd.

For BAJAJ AUTO, Haridwar, Uttarakhand

Authorized Signatory



To
UTKARSH UPADHYAY
17/239 z12/3 Saket vihar colony agra road aligarh

Sub: Your offer of Employment in eORIGAMI SOFTWARE PVT LTD

Dear UTKARSH UPADHYAY

Welcome to eORIGAMI!

It gives us immense pleasure in inviting you to join eORIGAMI Software Private Limited ("eORIGAMI" or the "Company") as one of its valuable member. We believe that the growth of an organization is fuelled by the enthusiasm and energy of people who are willing to invest into its future. We therefore believe that all our employees are truly our ASSOCIATES in our road to the future. We are happy that you are one such Associate joining us in our efforts to create a truly global organization.

We are pleased to inform you that you have been offered an employment in eORIGAMI as Jr. Software Engineer, and you would report on your joining to **Mr. Yashwanth Reddy H, President - Operations**. You will operate out of our office located at Bangalore.

We prefer you to join us on **12/12/2021**

We wish to share with you the detailed terms and conditions which will govern your employment with eORIGAMI and also Associate related guidelines applicable to all eORIGAMIians including you. All these Terms and Conditions are subject to change based on business requirements and you shall abide by the updated policies. Please note that your appointment is subject to background check /reference check/pre-employment checks as applicable.

eORIGAMI observes a 5-day week with Saturday and Sunday as weekly holidays. The office hours are from 09:00 AM to 06:00 PM, with staggered lunch break of 30 minutes between 12:00 PM and 12:30 PM. Associates are expected to follow the client's working hours and holidays while on deputation to client's site in India/onsite. In the event an Associate fails to register their attendance consecutively for 3 working days, without any prior notice to their immediate manager or concerned HR, eORIGAMI shall initiate appropriate disciplinary action against the Associate as per eORIGAMI policy. eORIGAMI reserves the right to registering a MAN MISSING complaint with the Police Department, in such cases.


(Signature of Associate)

1. Compensation & Benefits:

You will receive a total compensation of **Rs. 450500/-** per annum. The compensation package consists of

2. Position Linked Benefits:

We wish you all the very best and look forward to a long and mutually beneficial association.

Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter.

Yours sincerely,
for eORIGAMI Software Private Limited,

YASHWANTH REDDY
President - Operations

I have carefully read and understood the above offer terms including the terms contained in Annexure I and agree that the provisions of this letter and the Annexure I are reasonable and necessary and accept the same irrevocably and unconditionally.

Signature 
Name : Yashwanth Reddy K



OFFER LETTER

KM. TRIPTI CHAUDHARY
Village Bishwali raya Mathura

Dear **KM. TRIPTI CHAUDHARY**,

We are pleased to appoint you as Trainee - Engineer in Worldline Global Services Private Ltd. (WGS) based at Pune on the following terms and conditions:

1. DATE OF APPOINTMENT:

Your appointment is effective from 10/12/2021

2. EMOLUMENTS: (please refer the annexure for more details of your salary).

2.1 Salary:

You will be paid a Basic monthly salary of **Rs. 412020/-** per annum.

2.2 Basket of Allowance:

You will be paid a fixed Basket of Allowance of **Rs. 8,797/- (Eight Thousand Seven Hundred Ninety Seven)**.

2.3 Performance Pay:

You shall be entitled to performance pay as indicated in the annexure based on companies and your individual performance.

2.4 Provident Fund:

You will be covered under the Provident Fund Scheme operating in the Company, and will be governed by the rules and regulations of the Provident Fund Act - 1952 as applicable from time to time.

2.5 Group Personal Accident Insurance:

You will be covered under the Group Personal Accident Insurance policy of the Company against Death / Disablement caused due to accidents.

2.6 Group Mediclaim Scheme:

During your tenure with the Company you and your family will be covered under our Group Mediclaim Scheme and governed by the rules & regulations framed under such policies as applicable from time to time.

2.7 Life Term Insurance Policy:

You will be covered under the Life Term Insurance Policy of the Company.

2.8 Gratuity:

You will be entitled to Gratuity as per the Gratuity Act 1972 and in accordance with the rules governing such payments.

3. DUTIES:

- a) You will report to **Senior Manager** for instructions and duties. The Management reserves the right to assign to you such other duties and responsibilities, both inside and outside the office premises, as may be considered necessary, from time to time in the Company's interests.
- b) You represent and warrant to the Company that you are under no obligations or commitments, whether contractual or otherwise, that are inconsistent with your obligations under this Agreement.

4. PROBATION:

You will be on probation for a period of 12 months from the date of your appointment and the management reserves the right to extend the period. The salary or the accumulated leave will not be adjusted against the notice pay. You will continue to be on probation until your services are confirmed in writing. If you resign during your probation period of 12 months, then you will have to pay the bond amount as per the company policy & serve 3 months of notice period.

5. TERMINATION AND DISMISSAL:

- a) Notice Period: On confirmation, either party's will be required to give a notice of 3 months for separation. The Company may, at its sole discretion terminate the services by giving the salary in lieu of the notice period. The Management however shall have the sole discretion to change such period of notice, as it deems appropriate. Servicing notice period is mandatory.
- b) The Management shall have the right to remove you from this position during the entire notice period or part thereof. In such event, your rights and obligations under this Contract shall remain in force and you shall consequently observe the provisions on competition restriction and confidentiality etc, as set forth in this Contract.
- c) The Company shall have the right to dismiss you with immediate effect if you have grossly neglected your obligations to the Company or otherwise committed a material breach of contract.
- d) You shall be obliged to inform a person, appointed by the Company, of all circumstances regarding the Company's business that you are familiar with, in order to reduce the risk of disruption in the business as a result of your leaving this position.
- e) Upon termination of the employment, irrespective of the reason therefore, all obligations of the Company will expire, including but not limited to the obligation to pay pension premiums, unless otherwise expressly stated in this Contract.

Please note that that this appointment is subject to clearance of the following:

- f) Background Verification – Your appointment is conditional upon completion of satisfactory reference and background checks (education, employment history & other details furnished by you in your application). In case any information given by you is found to be false or incorrect at any point in time of your employment, the appointment would be deemed void-ab-initio and liable for termination without notice or salary in lieu thereof

6. LEAVE:

You will be entitled to Earned Leave (privilege leave) as per the company policy.

7. AGE OF RETIREMENT:

As per the revised company policy all the employees will superannuate at the age of 60.

8. TRANSFER:

Your services are liable to be transferred to any other Departments, Branches, Sites, Sister Companies or any of their branches in India. On your transfer, you will be governed by the company's rules applicable to the establishment to which you are posted.

9. INCREMENTS:

Increments will not be automatic, but will be at the discretion of the Management, and will depend on the individual and Company performance.

10. SERVICE RULES:

a. Other Work

Your whole time and attention should be devoted to the interests of the Company and you shall devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part-time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business during the employment with the Company without permission in writing of the Management of the Company.

You will be guided by the Company's policies and procedures which the management may modify or change as it may deem fit from time to time.

b. Secrecy

You will not at any time, while in service, without written consent of the CEO, and thereafter for a period of 2 years from the cessation of your employment, for whatever reason, shall not disclose or divulge or make public, except on legal obligations, any information regarding the Company's affairs, business, plans,

Administration or research carried out whether the same may be confided to you or become known to you in the course of your service or otherwise. Information means and includes without limitation all and any data, know-how, formulae, processes, designs, photographs, drawings, specifications, programmes, samples, trade secrets, intellectual property and all information of whatever description and any other material bearing or incorporating any information concerning or relating to the Company, its assets, properties, plans, processes, finances, methods, operations, market strategy, marketing and pricing information, customer or consumer databases, pricing or other policies, business and business plans, intellectual property, and also includes all documents, agreements, sales charts, cost projections and analyses, pricing models, financial and tax information, business, marketing and operational projections, plans and opportunities, product information, designs, identification of customers, vendors and suppliers, customer, vendor and distribution lists, business records and other books and records relating to or concerning the Company.

You will adhere to the company's Information Security policy.

c. Intellectual Property

All ideas, inventions, design, software and all other intellectual property that may be developed by you or in the development of which you have played any role while you are in employment of the Company will solely and absolutely belong to the Company. You shall not be entitled to claim ownership of any rights on the same. In consideration of your salary, emoluments and other benefits drawn by you so long as you remain an employee of the Company, all your rights, if any, including, without limitation, all rights of creative authorship and other rights whatsoever shall stand assigned to the Company absolutely.

d. Past Records

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

11. NON SOLICITATION

During the term of the employment and thereafter for a period of 2 years from the cessation of your employment, for whatever reason, you shall not in any way directly or indirectly engage, hire or employ in any manner whatsoever, any of the Company's personnel or staff or solicit, entice or in any way induce such employees to associate themselves, whether as employees, consultants, advisors, partners or otherwise, with you or any organization that you may become associated, employed or affiliated, with, after cessation of your employment with the Company.

12. CONSEQUENCES OF BREACH OF TERMS:

Notwithstanding anything contained in Clause 4 and 5 above, should you contravene or breach any of the foregoing terms and conditions of service, the Company will be entitled to terminate your services forthwith, without compensation, notice period or salary in lieu thereof and without prejudice to other legal rights/remedies available to the Company.

The provisions under Clause 11 shall survive the cessation of your employment and shall remain in force for a period of 2 years thereafter.

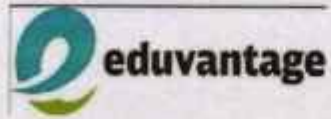
You are requested to, please sign the duplicate copy of this letter and return it to us, signifying your acceptance of all the term contained here.

We are delighted to have to with us. We take this opportunity to welcome you to Worldline and look forward to your long and happy association with us.

For **WORLDLINE GLOBAL SERVICES PVT. LTD.**

Joseph Raj

Jose Raj
Senior Vice President and Head – HR



To,

**KHUSHBOO KUMARI
NAGLA TIKONA TEH KOL ALIGARH**

Dear KHUSHBOO KUMARI

On behalf of the BAJAJ AUTO LTD. Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Haridwar, Uttarakhand, you will join the organization from 21/10/2021. We welcome you to our company and wish you all the best for your future endeavors.

Your CTC would be Rs. 287120 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

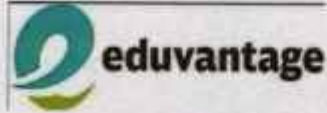
- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Bajaj Auto Ltd.

For BAJAJ AUTO, Haridwar, Uttarakhand

Authorized Signatory



To,

**KRISHAN MOHAN MATHUR
AMAR UJALA PRESS BEHIND KAKRETHA SIKANDRA**

Dear KRISHAN MOHAN MATHUR

On behalf of the BAJAJ AUTO LTD. Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Haridwar, Uttarakhand, you will join the organization from 21/10/2021. We welcome you to our company and wish you all the best for your future endeavors.

Your CTC would be Rs. 287120 (P/A)

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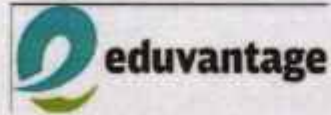
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- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Bajaj Auto Ltd.

For BAJAJ AUTO, Haridwar, Uttarakhand

Authorized Signatory



To,

SONU KUMAR
II/5 Govind Sagar Dam colony Lalitpur

Dear SONU KUMAR

On behalf of the BAJAJ AUTO LTD. Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Haridwar, Uttarakhand, you will join the organization from 21/10/2021. We welcome you to our company and wish you all the best for your future endeavors.

Your CTC would be Rs. 287120 (P/A)

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You are required to submit the following documents at the time of joining-

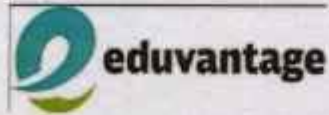
- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Bajaj Auto Ltd.

For BAJAJ AUTO, Haridwar, Uttarakhand

Authorized Signatory



To,

**SUMIT KUMAR VARSHNEY
VILL HARIRAMPUR POST TOCHIIGARH DIST ALIGARH**

Dear SUMIT KUMAR VARSHNEY

On behalf of the BAJAJ AUTO LTD. Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Haridwar, Uttarakhand, you will join the organization from 21/10/2021. We welcome you to our company and wish you all the best for your future endeavors.

Your CTC would be Rs. 287120 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

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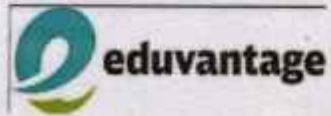
- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Bajaj Auto Ltd.

For BAJAJ AUTO, Haridwar, Uttarakhand

Authorized Signatory



To,

VIKASH YADAV
MIG 42 SWARN JAYANTI NAGAR RAMGHAT ROAD ALIGARH

Dear VIKASH YADAV

On behalf of the BAJAJ AUTO LTD, Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Haridwar, Uttarakhand, you will join the organization from 21/10/2021. We welcome you to our company and wish you all the best for your future endeavors.

Your CTC would be Rs. 287120 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Bajaj Auto Ltd.

For BAJAJ AUTO, Haridwar, Uttarakhand

Authorized Signatory



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ANKITA KUMARI
S/O ANUP KUMAR

Vinayak Nagar Sikandra
Agra

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear ANKITA KUMARI,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

Corporate Office:
7th to 9th Floor, Tower C & D, Building
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Sector 24 & 25 A
DLF Cyber City
Notified SEZ
DLF City
Gurgaon-122002

BT Global Business Services Pvt Ltd
CIN: U74140DL2014PTC268583
Registered Office:
11th Floor, Eros Corporate Tower
Opp. International Trade Tower
Nehru Place,
New Delhi - 110 019, India
Tel: +91 11 4791 1111
Fax: +91 11 4103 4438

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**Appendix1 Table of
benefits**

Section Name	ANKITA KUMARI	
1.	Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2.	Start Date	21/10/2021
3.	Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B.	Temporary Place of Work	NA
4.	Stipend	As set out below
5.	Next Stipend Review date	On successful completion of apprenticeship/training
6.	Annual Leave	21
7.	Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



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NIDHI SINGH
S/O OM PRAKASH SINGH

KRISHAN VIHAR COLONY
JAWAHAR NAGAR
UTTARAKHAND

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear NIDHI SINGH,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

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New Delhi - 110 019, India
Tel: +91 11 4781 1111
Fax: +91 11 4103 4438

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**Appendix1 Table of
benefits**

Section Name	NIDHI SINGH	
1.	Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager- MBNL, Ph:
2.	Start Date	21/10/2021
3.	Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B.	Temporary Place of Work	NA
4.	Stipend	As set out below
5.	Next Stipend Review date	On successful completion of apprenticeship/training
6.	Annual Leave	21
7.	Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



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PRAMOD KUMAR MAURYA
S/O RAMSAHAY MAURYA

32/20 TAKIYA LAL
MASZID BYE PAS ROAD
BELAN GANJ AGRA

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear PRAMOD KUMAR MAURYA,

This is your Contract of Training/Apprenticeship ("**Contract**") and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

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Fax: +91 11 4103 4438

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**Appendix1 Table of
benefits**

Section Name	PRAMOD KUMAR MAURYA
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



**Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd**



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PRATHAM SRIVASTAVA
S/O SUNIL KUMAR SRIVASTAVA

VILLAGE NAGLA PUNOO
POST ETMADPUR TUNDLA
FIROZABAD

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear PRATHAM SRIVASTAVA,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

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**Appendix1 Table of
benefits**

Section	Name	PRATHAM SRIVASTAVA
1.	Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2.	Start Date	21/10/2021
3.	Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B.	Temporary Place of Work	NA
4.	Stipend	As set out below
5.	Next Stipend Review date	On successful completion of apprenticeship/training
6.	Annual Leave	21
7.	Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



**Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd**



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RAJ KUMAR RAO
S/O RAVINDRA KUMAR

RAM NAGAR, SADABAD,
HATHRAS

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear RAJ KUMAR RAO,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

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**Appendix1 Table of
benefits**

Section	Name	RAJ KUMAR RAO
1.	Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2.	Start Date	21/10/2021
3.	Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B.	Temporary Place of Work	NA
4.	Stipend	As set out below
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7.	Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



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VAISHALI SAINI
S/O NARENDRA KUMAR

42A kirti nagar Defence
Colony Agra Cantt

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear VAISHALI SAINI,

This is your Contract of Training/Apprenticeship ('Contract') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

Corporate Office:
7th to 9th floor, Tower C & D, Building
No. 14,
Sector 24 & 25 A
DLF Cyber City
Notified SEZ
DLF City
Gurgaon-122002


BT Global Business Services Pvt Ltd
CIN: U74140DL2014PTC268583
Registered Office:
11th Floor, Eros Corporate Tower
Opp. International Trade Tower
Nehru Place,
New Delhi - 110 019, India
Tel.: +91 11 4781 1111
Fax: +91 11 4103 4438

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**Appendix1 Table of
benefits**

Section Name	VAISHALI SAINI
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	31/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



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MRIDUL SHARMA
S/O ARVIND KUMAR SHARMA

VILLAGE DARIDIH POST
SHAHBAZKULI DIST
GHAZIPUR

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear MRIDUL SHARMA,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

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Fax: +91 11 4103 4438

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**Appendix1 Table of
benefits**

Section Name	MRIDUL SHARMA
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



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NISHA KUSHWAHA
S/O DINESH KUSHWAHA

5/174-d2 ram nagar ibi
road,koll,aligarh uttar
pradesh-202001

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear NISHA KUSHWAHA,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

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**Appendix1 Table of
benefits**

Section Name	NISHA KUSHWAHA
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



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POONAM
S/O MEGHSHYAM

B 165 MIG(BHAWAN)
SHASTRIPURAM
SIKANDRA

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear POONAM,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

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Fax: +91 11 4103 4438

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**Appendix1 Table of
benefits**

Section Name	POONAM
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



PRIVATE & CONFIDENTIAL

PRADEEP KUMAR
S/O SHREE NIVAS

HOUSE NO: 162
VILLAGE-AKHWAI POST-
AKOLA

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear PRADEEP KUMAR,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

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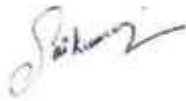
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**Appendix1 Table of
benefits**

Section Name	PRADEEP KUMAR
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
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Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



To,

SHIVANI GARG
VIII Ajit Nagar Post Nagla Singhi Tikri Firozabad

Dear SHIVANI GARG

On behalf of the Munjal Showa Limited, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Sector - 18 Gurgaon, Haryana office, you will join the organization from 12/12/2021

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs.332500/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining--

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*.
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Munjal Showa

For Gurgaon, Haryana

Authorized Signatory



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PRAVESH KUMAR
S/O HIMMAT SINGH

HOUSE NO: 162
VILLAGE-AKHWAI POST-
AKOLA

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear PRAVESH KUMAR,

This is your Contract of Training/Apprenticeship ('Contract') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

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BT Global Business Services Pvt Ltd
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New Delhi - 110 019, India
Tel.: +91 11 4781 1111
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**Appendix1 Table of
benefits**

Section Name	PRAVESH KUMAR
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
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Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



To
ACHINT SINGH
HN 136 OM RESIDENCY ITORA GWALIOR ROAD AGRA

Sub: Your offer of Employment in eORIGAMI SOFTWARE PVT LTD

Dear **ACHINT SINGH**

Welcome to eORIGAMI!

It gives us immense pleasure in inviting you to join eORIGAMI Software Private Limited. ("eORIGAMI" or the "Company") as one of its valuable member. We believe that the growth of an organization is fuelled by the enthusiasm and energy of people who are willing to invest into its future. We therefore believe that all our employees are truly our ASSOCIATES in our road to the future. We are happy that you are one such Associate joining us in our efforts to create a truly global organization.

We are pleased to inform you that you have been offered an employment in eORIGAMI as **Jr. Software Engineer**, and you would report on your joining to **Mr. Yashwanth Reddy H, President - Operations**. You will operate out of our office located at **Bangalore**.

We prefer you to join us on **12/12/2021**

We wish to share with you the detailed terms and conditions which will govern your employment with eORIGAMI and also Associate related guidelines applicable to all eORIGAMIians including you. All these Terms and Conditions are subject to change based on business requirements and you shall abide by the updated policies. Please note that your appointment is subject to background check /reference check/pre-employment checks as applicable.

eORIGAMI observes a 5-day week with Saturday and Sunday as weekly holidays. The office hours are from 09:00 AM to 06:00 PM, with staggered lunch break of 30 minutes between 12:00 PM and 12:30 PM. Associates are expected to follow the client's working hours and holidays while on deputation to client's site in India/onsite. In the event an Associate fails to register their attendance consecutively for 3 working days, without any prior notice to their immediate manager or concerned HR, eORIGAMI shall initiate appropriate disciplinary action against the Associate as per eORIGAMI policy. eORIGAMI reserves the right to registering a MAN MISSING complaint with the Police Department, in such cases.


(Signature of Associate)

Registered Office Address: No. 07, AASERAYAA ONYX, 7th Cross Rd, Duo Heights Layout, Devasahkara Halli, Bengaluru, Karnataka - 560068

1. Compensation & Benefits:

You will receive a total compensation of Rs. 450500/- per annum. The compensation package consists of:

2. Position Linked Benefits:

We wish you all the very best and look forward to a long and mutually beneficial association.

Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter.

Yours sincerely,
for eORIGAMI Software Private Limited,

YASHWANTH REDDY
President - Operations

I have carefully read and understood the above offer terms including the terms contained in Annexure I and agree that the provisions of this letter and the Annexure I are reasonable and necessary and accept the same irrevocably and unconditionally.

Signature 
Name :Yashwanth Reddy K



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PREETI SOLANKI
S/O KOMAL SINGH

72, bilsar patti etah

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear PREETI SOLANKI,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

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Fax: +91 11 4103 4438

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**Appendix1 Table of
benefits**

Section Name	PREETI SOLANKI
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
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6. Annual Leave	21
7. Benefits	Group Medical insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



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SAKSHI TIWARI
S/O AVDHESH TIWARI

36/147/6D GUMMAT
DEORI ROAD AGRA

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear SAKSHI TIWARI,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

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**Appendix1 Table of
benefits**

Section Name	SAKSHI TIWARI
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21.10.2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
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7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



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SIMREN SABA
S/O MOHD NISAR

VILL TEEKAIT POST
BISAWAR TEH SADABAD
HATHRAS 281302

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear SIMREN SABA,

This is your Contract of Training/Apprenticeship ('Contract') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

Corporate Office:
7th to 9th Floor, Tower C & D, Building
No. 14,
Sector 24 & 25 A
DLF Cyber City
Notified SEZ
DLF City
Gurgaon-122002

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CIN: U74140DL2014PTC268583
Registered Office:
11th Floor, Eros Corporate Tower
Opp. International Trade Tower
Nehru Place,
New Delhi - 110 019, India
Tel.: +91 11 4781 1111
Fax: +91 11 4103 4438

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**Appendix 1 Table of
benefits**

Section Name	SIMREN SABA
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



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SWEETY SINGH CHAUHAN
S/O VIJAY PRAKASH SINGH
CHAUHAN

Unchagaon etah

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear SWEETY SINGH CHAUHAN,

This is your Contract of Training/Apprenticeship ('Contract') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

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**Appendix1 Table of
benefits**

Section Name	SWEETY SINGH CHAUHAN
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



To
TRIPTI DUBEY
Rp nagar colony dhandupura road agra

Sub: Your offer of Employment in eORIGAMI SOFTWARE PVT LTD

Dear **TRIPTI DUBEY**

Welcome to eORIGAMI!

It gives us immense pleasure in inviting you to join eORIGAMI Software Private Limited. ("eORIGAMI" or the "Company") as one of its valuable member. We believe that the growth of an organization is fuelled by the enthusiasm and energy of people who are willing to invest into its future. We therefore believe that all our employees are truly our ASSOCIATES in our road to the future. We are happy that you are one such Associate joining us in our efforts to create a truly global organization.

We are pleased to inform you that you have been offered an employment in eORIGAMI as **Jr. Software Engineer**, and you would report on your joining to **Mr. Yashwanth Reddy H, President - Operations**. You will operate out of our office located at **Bangalore**.

We prefer you to join us on **12/12/2021**

We wish to share with you the detailed terms and conditions which will govern your employment with eORIGAMI and also Associate related guidelines applicable to all eORIGAMIians including you. All these Terms and Conditions are subject to change based on business requirements and you shall abide by the updated policies. Please note that your appointment is subject to background check /reference check/pre-employment checks as applicable.

eORIGAMI observes a 5-day week with Saturday and Sunday as weekly holidays. The office hours are from 09:00 AM to 06:00 PM, with staggered lunch break of 30 minutes between 12:00 PM and 12:30 PM. Associates are expected to follow the client's working hours and holidays while on deputation to client's site in India/onsite. In the event an Associate fails to register their attendance consecutively for 3 working days, without any prior notice to their immediate manager or concerned HR, eORIGAMI shall initiate appropriate disciplinary action against the Associate as per eORIGAMI policy. eORIGAMI reserves the right to registering a MAN MISSING complaint with the Police Department, in such cases.


(Signature of Associate)

1. Compensation & Benefits:

You will receive a total compensation of **Rs. 450500/-** per annum. The compensation package consists of:

2. Position Linked Benefits:

We wish you all the very best and look forward to a long and mutually beneficial association.

Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter.

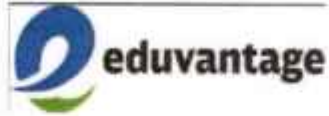
Yours sincerely,
for eORIGAMI Software Private Limited,

YASHWANTH REDDY
President - Operations

I have carefully read and understood the above offer terms including the terms contained in Annexure I and agree that the provisions of this letter and the Annexure I are reasonable and necessary and accept the same irrevocably and unconditionally.

Signature
Name


Yashwanth Reddy K



To,

VANI AGARWAL
9 A BASERA FARM SIKANDAR PUR DAYALBAGH AGRA 282005

Dear VANI AGARWAL

On behalf of the Autoliv Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Bangalore office, you will join the organization from 21/10/2021

We welcome you to our company and wish you all the best for your future endeavors.
This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 280450 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*.
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs
-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Autoliv

For Autoliv, Bangalore

Authorized Signatory



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VAISHALI MATHUR
S/O BHOLE SINGH MATHUR

6/54 TEELA BHERO NALA
HING KI MANDI AGRA

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear VAISHALI MATHUR,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

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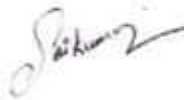
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**Appendix1 Table of
benefits**

Section Name	VAISHALI MATHUR
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph;
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



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AJAY KUMAR
S/O RAMPRAKASH

48/340 KHATAINA
LOHAMANDI

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear AJAY KUMAR,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

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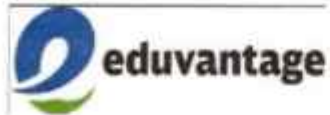
**Appendix1 Table of
benefits**

Section Name	AJAY KUMAR	
1.	Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2.	Start Date	21/10/2021
3.	Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B.	Temporary Place of Work	NA
4.	Stipend	As set out below
5.	Next Stipend Review date	On successful completion of apprenticeship/training
6.	Annual Leave	21
7.	Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



To,

NUTUN DAIMARI
vill. Baldiba Post Kubersthan District Kushinagar Uttar Pradesh

Dear NUTUN DAIMARI

On behalf of the Autoliv Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Bangalore office, you will join the organization from 21/10/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 280450 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs
-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Autoliv

For Autoliv, Bangalore

Authorized Signatory



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DIVYA AGARWAL
S/O VINOD KUMAR AGARWAL

parsuram colony rehna
firozbad

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear DIVYA AGARWAL,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

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**Appendix1 Table of
benefits**

Section Name	DIVYA AGARWAL
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



Jay Bharat Maruti

To,

SUSHIL KUMAR
VILL- BIRONA KHURD, POST - BHADERUAA, TEH - MATHURA

Dear SUSHIL KUMAR

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Sector 18 Gurgaon, Haryana, you will join the organization from 12/12/2021

We welcome you to our company and wish you all the best for your future endeavors.
This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 244000 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*.
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs
-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **Jay Bharat Maruti**

For Jay Bharat Maruti , Sector 18 Gurgaon, Haryana

Authorized Signatory



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KM ANKITA
S/O AJENDRA SINGH

VILL GADHI MADDE POST
ANWALKHERA DIST AGRA
UP

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear KM ANKITA,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

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1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

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**Appendix1 Table of
benefits**

Section Name	KM ANKITA
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



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MAYANK
S/O LAKHAN SINGH

SONRA SAINYA
KHERAGARH AGRA

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear MAYANK,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

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**Appendix1 Table of
benefits**

Section Name	MAYANK
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



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SHIVAM SHARMA
S/O MUNNESH KUMAR

TAPA KHURD KOTLA
ROAD FIROZABAD

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear SHIVAM SHARMA,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

Corporate Office:
7th to 9th Floor, Tower C & D, Building
No. 14,
Sector 24 & 25 A
DLF Cyber City
Notified SEZ
DLF City
Gurgaon - 122002

BT Global Business Services Pvt Ltd
CIN: U74140DL2014PTC268583
Registered Office:
11th Floor, Eros Corporate Tower
Opp. International Trade Tower
Nehru Place,
New Delhi - 110 019, India
Tel: +91 11 4791 1111
Fax: +91 11 4103 4438

www.bt.com

**Appendix1 Table of
benefits**

Section	Name	SHIVAM SHARMA
1.	Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2.	Start Date	21/10/2021
3.	Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B.	Temporary Place of Work	NA
4.	Stipend	As set out below
5.	Next Stipend Review date	On successful completion of apprenticeship/training
6.	Annual Leave	21
7.	Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



PRIVATE & CONFIDENTIAL

SUMIT
S/O KALU SINGH

B-32 natraj puram kamla
nagar agra

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear SUMIT,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

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Notified SEZ
DLF City
Gurgaon-122002

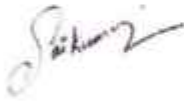
BT Global Business Services Pvt Ltd
CIN: U74140DL2014PTC261583
Registered Office:
11th Floor, Eros Corporate Tower
Opp. International Trade Tower
Nehru Place,
New Delhi - 110 019, India
Tel.: +91 11 4781 1111
Fax: +91 11 4103 4438

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**Appendix1 Table of
benefits**

Section Name	SUMIT
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



PRIVATE & CONFIDENTIAL

LALIT SINGH DHAKAR
S/O MR. KAMAL SINGH DHAKAR

Nandanvan phase 3
melrose bye pass aligarh

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear LALIT SINGH DHAKAR,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

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Opp. International Trade Tower
Nehru Place,
New Delhi - 110 019, India
Tel.: +91 11 4781 1111
Fax: +91 11 4102 4438

www.bt.com



To,

**MOHD SHAFQAT
GRAM PARSAUDA ,POST-MAJHOVA ,HARRAIYA ,BASTI UTTAR PRADESH**

Dear MOHD SHAFQAT

On behalf of the Autoliv Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Bangalore office, you will join the organization from 21/10/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 280450 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs
-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Autoliv

For Autoliv, Bangalore

Authorized Signatory

**Appendix1 Table of
benefits**

Section Name	LALIT SINGH DHAKAR
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager- MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



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MANISHA SHARMA
S/O PRAMOD SHARMA

VPO-KUTINA

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear MANISHA SHARMA,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

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Sector 24 & 25 A
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DLF City
Gurgaon-122002


BT Global Business Services Pvt Ltd
CIN: U74140DL2014PTC266583
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Nehru Place,
New Delhi - 110 019, India
Tel.: +91 11 4281 1111
Fax: +91 11 4103 4438

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**Appendix1 Table of
benefits**

Section Name	MANISHA SHARMA
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



Offer Letter

Date 21/10/2021

Dear ANIL KUMAR
45/1/LH NEW ABADI NAGLA AJEETA CIVIL LINE AGRA

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Student Success Specialist-Student Experience** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (Annexure A). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **21/10/2021**. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to **21/10/2021** the offer shall be deemed to be rejected by you. Please accept this offer in our HR portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Student Success Specialist-Student Experience
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kaiyali Tech Park

Total Annual Cost to Company - ₹ 289740

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company, 21/10/2021 failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head - Human Resources
Think & Learn Pvt. Ltd.

Annexure - A

**Compensation
Details**

Name	ANIL KUMAR
Designation	Student Success Specialist-Student Experience
Date Of Joining	21/10/2021
Annual Cost To Company(CTC)	289740

**Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details*

***Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.*

****PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.*

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	
Research Allowance	Up to INR 30000 per annum	Non-taxable upon submission of required proofs
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date 21/10/2021

Dear NARENDRA SINGH
VIII - Banpura, PS - Rasulpur

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Student Success Specialist-Student Experience** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (Annexure A). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is 21/10/2021. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to 21/10/2021 the offer shall be deemed to be rejected by you. Please accept this offer in our HR portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Student Success Specialist-Student Experience
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Total Annual Cost to Company : ₹ 289740

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company, 21/10/2021 failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head - Human Resources
Think & Learn Pvt. Ltd

Annexure - A

**Compensation
Details**

Name	NARENDRA SINGH
Designation	Student Success Specialist-Student Experience
Date Of Joining	21/10/2021
Annual Cost To Company(CTC)	289740

**Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details*

***Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.*

****PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1900/- per month), will be included in above mentioned CTC.*

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	
Research Allowance	Up to INR 30000 per annum	Non-taxable upon
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	submission of
Driver Allowance	Up to INR 900 per month	required proofs
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



To,

KSHITIZ

10, Shlv nagar new ram Nagar nal Abadi Kedar Nagar Shahganj agra

Dear **KSHITIZ**

On behalf of the BAJAJ AUTO LTD. Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Haridwar, Uttarakhand, you will join the organization from 21/10/2021. We welcome you to our company and wish you all the best for your future endeavors.

Your CTC would be Rs. 287120 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Bajaj Auto Ltd.

For BAJAJ AUTO, Haridwar, Uttarakhand

Authorized Signatory



Offer Letter

Date: 21/10/2021

Dear SHUBHAM KUMAR
CHAIN GALI HALWAI KHANA HATHRAS

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Student Success Specialist-Student Experience** at Think and Learn Private Limited (hereafter referred to as "BYJU'S" or "Company") in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (Annexure A). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is 21/10/2021. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to 21/10/2021 the offer shall be deemed to be rejected by you. Please accept this offer in our HR portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Student Success Specialist-Student Experience
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kaiyari Tech Park

Total Annual Cost to Company : ₹ 289740

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company, 21/10/2021/failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head - Human Resources
Think & Learn Pvt. Ltd

Annexure - A

**Compensation
Details**

Name	SHUBHAM KUMAR
Designation	Student Success Specialist-Student Experience
Date Of Joining	21/10/2021
Annual Cost To Company(CTC)	289740

**Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details*

***Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.*

****PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.*

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	
Research Allowance	Up to INR 30000 per annum	Non-taxable upon
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	submission of
Driver Allowance	Up to INR 900 per month	required proofs
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date 21/10/2021

Dear RAJKUMAR
VILLAGE NAGAR POST BICHPURI DIST AGRA

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Student Success Specialist-Student Experience** at Think and Learn Private Limited (hereafter referred to as "BYJU'S" or "Company") in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (Annexure A). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is 21/10/2021. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to 21/10/2021 the offer shall be deemed to be rejected by you. Please accept this offer in our HR portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Student Success Specialist-Student Experience
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Total Annual Cost to Company : ₹ 299740

Details of bonuses (if any) are mentioned in Annexure - A. You are requested to join the services of the Company, 21/10/2021 falling which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head - Human Resources
Think & Learn Pvt. Ltd.

Annexure - A

**Compensation
Details**

Name	RAJKUMAR
Designation	Student Success Specialist-Student Experience
Date Of Joining	21/10/2021
Annual Cost To Company(CTC)	289740

**Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details*

***Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.*

****PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.*

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	
Research Allowance	Up to INR 30000 per annum	Non-taxable upon
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	submission of
Driver Allowance	Up to INR 900 per month	required proofs
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



To
Kajal Gautam
prem nagar ukharra road rajpur chungi agra

Sub: Your offer of Employment in eORIGAMI SOFTWARE PVT LTD

Dear **Kajal Gautam**

Welcome to eORIGAMI!

It gives us immense pleasure in inviting you to join eORIGAMI Software Private Limited. ("eORIGAMI" or the "Company") as one of its valuable member. We believe that the growth of an organization is fuelled by the enthusiasm and energy of people who are willing to invest into its future. We therefore believe that all our employees are truly our ASSOCIATES in our road to the future. We are happy that you are one such Associate joining us in our efforts to create a truly global organization.

We are pleased to inform you that you have been offered an employment in eORIGAMI as **Jr. Software Engineer**, and you would report on your joining to **Mr. Yashwanth Reddy H, President - Operations**. You will operate out of our office located at **Bangalore**.

We prefer you to join us on **12/12/2021**

We wish to share with you the detailed terms and conditions which will govern your employment with eORIGAMI and also Associate related guidelines applicable to all eORIGAMIians including you. All these Terms and Conditions are subject to change based on business requirements and you shall abide by the updated policies. Please note that your appointment is subject to background check /reference check/pre-employment checks as applicable.

eORIGAMI observes a 5-day week with Saturday and Sunday as weekly holidays. The office hours are from 09:00 AM to 06:00 PM, with staggered lunch break of 30 minutes between 12:00 PM and 12:30 PM. Associates are expected to follow the client's working hours and holidays while on deputation to client's site in India/onsite. In the event an Associate fails to register their attendance consecutively for 3 working days, without any prior notice to their immediate manager or concerned HR, eORIGAMI shall initiate appropriate disciplinary action against the Associate as per eORIGAMI policy. EORIGAMI reserves the right to registering a MAN MISSING complaint with the Police Department, in such cases.


(Signature of Associate)

Registered Office Address: No. 07, AASHRAYAA ONYX, 7th Cross Rd, Das Heights Layout, Devanahalli, Bangalore, Karnataka - 560068

1. Compensation & Benefits:

You will receive a total compensation of **Rs. 450500/-** per annum. The compensation package consists of:

2. Position Linked Benefits:

We wish you all the very best and look forward to a long and mutually beneficial association.

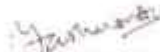
Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter.

Yours sincerely,
for eORIGAMI Software Private Limited,

YASHWANTH REDDY
President - Operations

I have carefully read and understood the above offer terms including the terms contained in Annexure I and agree that the provisions of this letter and the Annexure I are reasonable and necessary and accept the same irrevocably and unconditionally.

Signature
Name


Yashwanth Reddy K



PRIVATE & CONFIDENTIAL

PREETI LAVANIYA
S/O MAHANAND KISHORE
LAVANIYA

39 L.I.G. Block A, Surya
Nagar Behind Kambal
Factory, Alwar

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear PREETI LAVANIYA,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

Corporate Office:
7th to 9th Floor, Tower C & D, Building
No. 14,
Sector 24 & 25 A
DLF Cyber City
Notified SEZ
DLF City
Gurgaon-122002

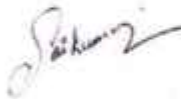
BT Global Business Services Pvt Ltd
CIN: U74140DL2014PTC268583
Registered Office:
11th Floor, Eros Corporate Tower
Opp. International Trade Tower
Nehru Place,
New Delhi - 110 019, India
Tel.: +91 11 4781 1111
Fax: +91 11 4103 4438

www.bt.com

**Appendix1 Table of
benefits**

Section Name	PREETI LAVANIYA
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



Offer Letter

Date: 12/12/2021

AASHISH KUMAR JHA
TOWN AND POST SAIFNI TEHSIL SHAHABAD DISTRICT RAMPUR

Dear **AASHISH KUMAR JHA,**

We congratulate you on your selection as "Solution Developer Trainee" at InfoAxon Technologies. We look forward to your contribution in our pursuit of excellence.

InfoAxon is a young company with average age of employees below 30, all of whom share the same hope and aspirations. The culture and atmosphere is informal, conducive to creativity with lot of role to play around. The pressure may be high and the job demanding but we hope you'll find it exciting, stimulating and challenging.

You will be provided a gross remuneration package of INR 350000/- Salary per annum. You would be on probation for a period of 6 (Six) months. On successful completion of your probation period you would be confirmed. You are requested to join on or before **12/12/2021**. Please indicate your acceptance by signing one copy of this letter and returning it to the company.

On acceptance of this offer, your appointment with the company will be on the basis of the standard terms and conditions as provided by this letter and the appointment letter. Based on your confirmation to join us, we are closing this position. In case you do not join us on the agreed date, it will be taken as breach of contract liable for legal action.

As a token of acceptance of our offer, kindly send us the confirmation email by 12/12/2021 evening. This offer is valid till 12/12/2021. Henceforth it will be considered as null and void.

We look forward to your accepting this offer and contributing into creating a global organization.

Yours sincerely,

For InfoAxon Technologies India Pvt. Ltd.

Authorized Signatory

InfoAxon Technologies India Pvt. Ltd.
08th Floor, Tradex Tower,
Plot No 15, Sector 125, Noida-201301
Phone : +91 120 421 5909/73
Website : www.infoaxon.com



Annexure-I
Compensation & Benefits

Name	AASHISH KUMAR JHA
Designation	Solution Developer Trainee
Effective Date	12/12/2021
Location	Noida/Pune/Bangalore
Annual Cost To Company	350000/-

For InfoAxon Technologies India Pvt. Ltd.





**MUNJAL
SHOWA**

To,

MAHIMA VARSHNEY
29/224 Mansa Devi Gali Raja Mandi Agra

Dear MAHIMA VARSHNEY

On behalf of the Munjal Showa Limited, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Sector - 18 Gurgaon, Haryana office, you will join the organization from 12/12/2021

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs.332500/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining--

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Munjal Showa

For Gurgaon, Haryana

Authorized Signatory



**MUNJAL
SHOWA**

To,

**POONAMYADAV
VILLAGE + POST - SAMARA, TEIL - KIRAOLI, DIST- AGRA**

Dear POONAMYADAV

On behalf of the Munjal Showa Limited, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Sector - 18 Gurgaon, Haryana office, you will join the organization from 12/12/2021

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

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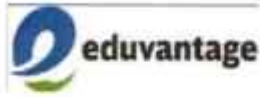
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- Pan Card (Original with Photocopy)
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As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Munjal Showa

For Gurgaon, Haryana

Authorized Signatory



**MUNJAL
SHOWA**

To,

**SHRISHTI YADAV
45123 SECTOR 4 NAGLA AJEETA BODLA AGRA**

Dear SHRISHTI YADAV

On behalf of the Munjal Showa Limited, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Sector - 18 Gurgaon, Haryana office, you will join the organization from 12/12/2021

We welcome you to our company and wish you all the best for your future endeavors.

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- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Munjal Showa

For Gurgaon, Haryana

Authorized Signatory



To
PRASHANT PANDEY
silokher ,salyan Iradat nagar agra

Sub: Your offer of Employment in eORIGAMI SOFTWARE PVT LTD

Dear **PRASHANT PANDEY**

Welcome to eORIGAMI!

It gives us immense pleasure in inviting you to join eORIGAMI Software Private Limited. ("eORIGAMI" or the "Company") as one of its valuable member. We believe that the growth of an organization is fuelled by the enthusiasm and energy of people who are willing to invest into its future. We therefore believe that all our employees are truly our ASSOCIATES in our road to the future. We are happy that you are one such Associate joining us in our efforts to create a truly global organization.

We are pleased to inform you that you have been offered an employment in eORIGAMI as **Jr. Software Engineer**, and you would report on your joining to **Mr. Yashwanth Reddy H, President - Operations**. You will operate out of our office located at **Bangalore**.

We prefer you to join us on **12/12/2021**

We wish to share with you the detailed terms and conditions which will govern your employment with eORIGAMI and also Associate related guidelines applicable to all eORIGAMIians including you. All these Terms and Conditions are subject to change based on business requirements and you shall abide by the updated policies. Please note that your appointment is subject to background check /reference check/pre-employment checks as applicable.

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(Signature of Associate)

Registered Office Address: No. 07, AASHERAYAA ONYX, 7th Cross Rd, Doo Heights Layout, Devanahalli, Bengaluru, Karnataka - 560055

1. Compensation & Benefits:

You will receive a total compensation of Rs. 450500/- per annum. The compensation package consists of.

2. Position Linked Benefits:

We wish you all the very best and look forward to a long and mutually beneficial association.

Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter.

Yours sincerely,
for eORIGAMI Software Private Limited.

YASHWANTH REDDY
President - Operations

I have carefully read and understood the above offer terms including the terms contained in Annexure I and agree that the provisions of this letter and the Annexure I are reasonable and necessary and accept the same irrevocably and unconditionally.

Signature 
Name Yashwanth Reddy K



To
SANDEEP KUMAR SINGH
6/304 JANKIPURAM EXTENSION LUCKNOW

Sub: Your offer of Employment in eORIGAMI SOFTWARE PVT LTD

Dear **SANDEEP KUMAR SINGH**

Welcome to eORIGAMI!


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(Signature of Associate)

Registered Office Address: No. G7, AASHRAYAA ONYX, 7th Cross Rd, Duo Heights Layout, Devanahalli, Bengaluru, Karnataka - 560068

1. Compensation & Benefits:

You will receive a total compensation of **Rs. 450500/-** per annum. The compensation package consists of:

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We wish you all the very best and look forward to a long and mutually beneficial association.

Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter.

Yours sincerely,
for eORIGAMI Software Private Limited,

YASHWANTH REDDY
President - Operations

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Signature
Name


:Yashwanth Reddy K



To
SHUBHANGI SARASWAT
Mahimapur Bazar, Jalalpur

Sub: Your offer of Employment in eORIGAMI SOFTWARE PVT LTD

Dear **SHUBHANGI SARASWAT**

Welcome to eORIGAMI!

It gives us immense pleasure in inviting you to join eORIGAMI Software Private Limited. ("eORIGAMI" or the "Company") as one of its valuable member. We believe that the growth of an organization is fuelled by the enthusiasm and energy of people who are willing to invest into its future. We therefore believe that all our employees are truly our ASSOCIATES in our road to the future. We are happy that you are one such Associate joining us in our efforts to create a truly global organization.

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(Signature of Associate)

Registered Office Address: No. 07, AASHRAYAA ONYX, 7th Cross Rd, Dutt Heights Layout, Derwadhikkona Halli, Bengaluru, Karnataka - 560068

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We wish you all the very best and look forward to a long and mutually beneficial association.

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Yours sincerely,
for eORIGAMI Software Private Limited,

YASHWANTH REDDY
President - Operations

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Signature : 
Name : Yashwanth Reddy K



To
BAZIGHA SHAMSI
Village Jamudi Post Shahgarh Distict Azamgarh

Sub: Your offer of Employment in eORIGAMI SOFTWARE PVT LTD

Dear **BAZIGHA SHAMSI**

Welcome to eORIGAMI!


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(Signature of Associate)

Registered Office Address: No. 07, AASHRAYAA ONYX, 7th Cross Rd, Durr Heights Layout, Devrachikkote Halli, Bengaluru, Karnataka - 560068

1. Compensation & Benefits:

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We wish you all the very best and look forward to a long and mutually beneficial association.

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Yours sincerely,
for eORIGAMI Software Private Limited,

YASHWANTH REDDY
President - Operations

I have carefully read and understood the above offer terms including the terms contained in Annexure I and agree that the provisions of this letter and the Annexure I are reasonable and necessary and accept the same irrevocably and unconditionally.

Signature: 
Name: Yashwanth Reddy K



To
SUBHAM CHAUDHARY
H.No. 161, SECTOR 6A, AWAS VIKAS COLONY Sikandra

Sub: Your offer of Employment in eORIGAMI SOFTWARE PVT LTD

Dear **SUBHAM CHAUDHARY**

Welcome to eORIGAMI!!

It gives us immense pleasure in inviting you to join eORIGAMI Software Private Limited. ("eORIGAMI" or the "Company") as one of its valuable member. We believe that the growth of an organization is fuelled by the enthusiasm and energy of people who are willing to invest into its future. We therefore believe that all our employees are truly our ASSOCIATES in our road to the future. We are happy that you are one such Associate joining us in our efforts to create a truly global organization.

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(Signature of Associate)

1. Compensation & Benefits:

You will receive a total compensation of **Rs. 450500/-** per annum. The compensation package consists of:

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We wish you all the very best and look forward to a long and mutually beneficial association.

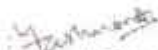
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Yours sincerely,
for eORIGAMI Software Private Limited.

YASHWANTH REDDY
President - Operations

I have carefully read and understood the above offer terms including the terms contained in Annexure I and agree that the provisions of this letter and the Annexure I are reasonable and necessary and accept the same irrevocably and unconditionally.

Signature
Name


Yashwanth Reddy K



Offer Letter

Date 21/10/2021

Dear PIYUSH BAGHEL
963/32/28 panchayati panjaya kamla nagar agra

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Student Success Specialist-Student Experience** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (Annexure A). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **21/10/2021**. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to **21/10/2021** the offer shall be deemed to be rejected by you. Please accept this offer in our HR portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Student Success Specialist-Student Experience
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Total Annual Cost to Company : ₹ 289740

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company, 21/10/2021 failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head - Human Resources
Think & Learn Pvt. Ltd.

Annexure - A

**Compensation
Details**

Name	PIYUSH BAGHEL
Designation	Student Success Specialist-Student Experience
Date Of Joining	21/10/2021
Annual Cost To Company(CTC)	289740

**Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details*

***Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.*

****PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.*

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	
Research Allowance	Up to INR 30000 per annum	Non-taxable upon submission of required proofs
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



To,

ZAHOOR AHMED MALIK
152, Eakdalla, Husenpur Girant, Tanda, Ambedkar Nagar, UP 224190

Dear ZAHOOR AHMED MALIK

On behalf of the Autoliv Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Bangalore office, you will join the organization from 21/10/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 280450 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs
-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Autoliv

For Autoliv, Bangalore

Authorized Signatory



To,

ARUN GAUR
VILL MAI POST MAI

Dear ARUN GAUR

On behalf of the WELSPUN Floor Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Village- Chandanvelly, Mandal - Shabad, Shabad Road, Chandanville, Rangareddy - 501503. you will join the organization from 09/08/2021

We welcome you to our company and wish you all the best for your future endeavors.
This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs.345700/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*.
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Welspun

For Village- Chandanvelly, Mandal - Shabad, Shabad Road, Chandanville, Rangareddy - 501503

A handwritten signature in blue ink, appearing to read 'Shingh', is written over a horizontal line.

Authorized Signatory



To,

GAURAV KUMAR
387, karabad Road, Chhapatti, Mainpuri U.P.

Dear GAURAV KUMAR

On behalf of the WELSPUN Floor Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Village- Chandanvelly, Mandal – Shabad, Shabad Road, Chandanville, Rangareddy – 501503. you will join the organization from 09/08/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs.345700/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Welspun

For Village- Chandanvelly, Mandal – Shabad, Shabad Road, Chandanville, Rangareddy – 501503

A handwritten signature in blue ink, appearing to read 'Singh', is written over a horizontal line.

Authorized Signatory



PRIVATE & CONFIDENTIAL

TANMAY YADAV
S/O NARENDRA PRAKASH YADAV

6/54 TEELA BHERO NALA
HING KI MANDI AGRA

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear TANMAY YADAV,

This is your Contract of Training/Apprenticeship ('Contract') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

Corporate Office:
7th to 9th Floor, Tower C & D, Building
No. 14,
Sector 24 & 25 A
DLF Cyber City
Notified SEZ
DLF City
Gurgaon-122002

BT Global Business Services Pvt Ltd
CIN: U74140DL2014PTC268583
Registered Office:
11th Floor, Eros Corporate Tower
Opp. International Trade Tower
Nehru Place,
New Delhi - 110 019, India
Tel: +91 11 4781 1111
Fax: +91 11 4103 4438

www.bt.com

**Appendix1 Table of
benefits**

Section Name	TANMAY YADAV
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gunugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



To
ABHISHEK YADAV
Near BSNL Tower Bagh Mohalla Basedi Road Jagner AGRA

Sub: Your offer of Employment in eORIGAMI SOFTWARE PVT LTD

Dear **ABHISHEK YADAV**

Welcome to eORIGAMI!

It gives us immense pleasure in inviting you to join eORIGAMI Software Private Limited. ("eORIGAMI" or the "Company") as one of its valuable member. We believe that the growth of an organization is fuelled by the enthusiasm and energy of people who are willing to invest into its future. We therefore believe that all our employees are truly our ASSOCIATES in our road to the future. We are happy that you are one such Associate joining us in our efforts to create a truly global organization.

We are pleased to inform you that you have been offered an employment in eORIGAMI as **Jr. Software Engineer**, and you would report on your joining to **Mr. Yashwanth Reddy H, President - Operations**. You will operate out of our office located at **Bangalore**.

We prefer you to join us on **12/12/2021**

We wish to share with you the detailed terms and conditions which will govern your employment with eORIGAMI and also Associate related guidelines applicable to all eORIGAMIans including you. All these Terms and Conditions are subject to change based on business requirements and you shall abide by the updated policies. Please note that your appointment is subject to background check /reference check/pre-employment checks as applicable.

eORIGAMI observes a 5-day week with Saturday and Sunday as weekly holidays. The office hours are from 09:00 AM to 06:00 PM, with staggered lunch break of 30 minutes between 12:00 PM and 12:30 PM. Associates are expected to follow the client's working hours and holidays while on deputation to client's site in India/onsite. In the event an Associate fails to register their attendance consecutively for 3 working days, without any prior notice to their immediate manager or concerned HR, eORIGAMI shall initiate appropriate disciplinary action against the Associate as per eORIGAMI policy. eORIGAMI reserves the right to registering a MAN MISSING complaint with the Police Department, in such cases.


(Signature of Associate)

1. Compensation & Benefits:

You will receive a total compensation of **Rs. 450500/-** per annum. The compensation package consists of:

2. Position Linked Benefits:

We wish you all the very best and look forward to a long and mutually beneficial association.

Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter.

Yours sincerely,
for **eORIGAMI Software Private Limited**,

YASHWANTH REDDY
President - Operations

I have carefully read and understood the above offer terms including the terms contained in Annexure I and agree that the provisions of this letter and the Annexure I are reasonable and necessary and accept the same irrevocably and unconditionally.

Signature 
Name Yashwanth Reddy K



Offer Letter

Date: 12/12/2021

JYOTI SONI
355 Fattehpur retl

Dear JYOTI SONI,

We congratulate you on your selection as "Solution Developer Trainee" at InfoAxon Technologies. We look forward to your contribution in our pursuit of excellence.

InfoAxon is a young company with average age of employees below 30, all of whom share the same hope and aspirations. The culture and atmosphere is informal, conducive to creativity with lot of role to play around. The pressure may be high and the job demanding but we hope you'll find it exciting, stimulating and challenging.

You will be provided a gross remuneration package of INR 350000/- Salary per annum. You would be on probation for a period of 6 (Six) months. On successful completion of your probation period you would be confirmed. You are requested to join on or before 12/12/2021. Please indicate your acceptance by signing one copy of this letter and returning it to the company.

On acceptance of this offer, your appointment with the company will be on the basis of the standard terms and conditions as provided by this letter and the appointment letter. Based on your confirmation to join us, we are closing this position. In case you do not join us on the agreed date, it will be taken as breach of contract liable for legal action.

As a token of acceptance of our offer, kindly send us the confirmation email by 12/12/2021 evening. This offer is valid till 12/12/2021. Henceforth it will be considered as null and void.

We look forward to your accepting this offer and contributing into creating a global organization.


Yours sincerely,

For InfoAxon Technologies India Pvt. Ltd.

Authorized Signatory

InfoAxon Technologies India Pvt. Ltd.
08th Floor, Tradex Tower,
Plot No 15, Sector 125, Noida-201301
Phone : +91 120 421 5980 73
Website: www.infoaxon.com



Annexure-I	
Compensation & Benefits	
Name	JYOTI SONI
Designation	Solution Developer Trainee
Effective Date	12/12/2021
Location	Noida/Pune/Bangalore
Annual Cost To Company	350000/-
For InfoAxon Technologies India Pvt. Ltd.	
	



Jay Bharat Maruti

To,

VEER BAHADUR KUSHAWAHA
37/18-b, bundu katra, gwallor road, agra

Dear **VEER BAHADUR KUSHAWAHA**

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Sector 18 Gurgaon, Haryana, you will join the organization from 12/12/2021

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 244000 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*.
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs
-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **Jay Bharat Maruti**

For Jay Bharat Maruti, Sector 18 Gurgaon, Haryana

Authorized Signatory



To
TANMAY JAISWAL
L-16,361 Ashiana Aangan Bhiwadi

Sub: Your offer of Employment in eORIGAMI SOFTWARE PVT LTD

Dear **TANMAY JAISWAL**

Welcome to eORIGAMI!

It gives us immense pleasure in inviting you to join eORIGAMI Software Private Limited. ("eORIGAMI" or the "Company") as one of its valuable member. We believe that the growth of an organization is fuelled by the enthusiasm and energy of people who are willing to invest into its future. We therefore believe that all our employees are truly our ASSOCIATES in our road to the future. We are happy that you are one such Associate joining us in our efforts to create a truly global organization.

We are pleased to inform you that you have been offered an employment in eORIGAMI as **Jr. Software Engineer**, and you would report on your joining to **Mr. Yashwanth Reddy H, President - Operations**. You will operate out of our office located at **Bangalore**.

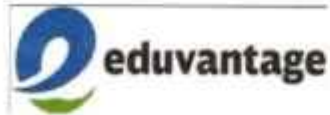
We prefer you to join us on **12/12/2021**

We wish to share with you the detailed terms and conditions which will govern your employment with eORIGAMI and also Associate related guidelines applicable to all eORIGAMIans including you. All these Terms and Conditions are subject to change based on business requirements and you shall abide by the updated policies. Please note that your appointment is subject to background check /reference check/pre-employment checks as applicable.

eORIGAMI observes a 5-day week with Saturday and Sunday as weekly holidays. The office hours are from 09:00 AM to 06:00 PM, with staggered lunch break of 30 minutes between 12:00 PM and 12:30 PM. Associates are expected to follow the client's working hours and holidays while on deputation to client's site in India/onsite. In the event an Associate fails to register their attendance consecutively for 3 working days, without any prior notice to their immediate manager or concerned HR, eORIGAMI shall initiate appropriate disciplinary action against the Associate as per eORIGAMI policy. eORIGAMI reserves the right to registering a MAN MISSING complaint with the Police Department, in such cases.


(Signature of Associate)

Registered Office Address: No. 07, AASHRAYAA ONYX, 7th Cross Rd, Duo Heights Layout, Demanchikkone Halli, Bengaluru, Karnataka - 560008



To,

SHYAM PRATAP SINGH CHAUHAN
1115, SUBHASH NAGAR

Dear SHYAM PRATAP SINGH CHAUHAN

On behalf of the Autoliv Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Bangalore office, you will join the organization from 21/10/2021

We welcome you to our company and wish you all the best for your future endeavors.
This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 280450 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining--

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*.
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs
-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Autoliv

For Autoliv, Bangalore

Authorized Signatory

1. Compensation & Benefits:

You will receive a total compensation of **Rs. 450500/-** per annum. The compensation package consists of:

2. Position Linked Benefits:

We wish you all the very best and look forward to a long and mutually beneficial association.

Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter.

Yours sincerely,
for eORIGAMI Software Private Limited,

YASHWANTH REDDY
President - Operations

I have carefully read and understood the above offer terms including the terms contained in Annexure I and agree that the provisions of this letter and the Annexure I are reasonable and necessary and accept the same irrevocably and unconditionally.

Signature 
Name : Yashwanth Reddy K



Offer: Computer Consultancy
Date: 09/08/2021

SHIVAM SHARMA
16 OLD VIJAY NAGAR COLONY AGRA

Dear SHIVAM SHARMA

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be INR **358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbakonam Nagar, Sholinganallur, Old Mahabalipuram, Chennai-600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office: Narimal Building, 9th Floor, Nariman Point, Mumbai-400 021

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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kattaran Nager, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

TCS Career Service Line: 1800 209 3111 Email: careers@tcs.com



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kaverian Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

TCS Career Servicesline: 1800 209 1111 Email: careers@tcs.com



i. 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 INR 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 INR 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.

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.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kotharav Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

TCS Career ServiceLine: 1800 209 3111 Email: career@tcs.com

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



OFFER LETTER

DIVYA RANA
31G/249 GURU GOVIND NAGAR RAJPUR CHUNGI AGRA

Dear **DIVYA RANA**,

We are pleased to appoint you as Trainee - Engineer in Worldline Global Services Private Ltd. (WGS) based at Pune on the following terms and conditions:

1. DATE OF APPOINTMENT:

Your appointment is effective from 10/12/2021

2. EMOLUMENTS: (please refer the annexure for more details of your salary).

2.1 Salary:

You will be paid a Basic monthly salary of **Rs. 412020/-** per annum.

2.2 Basket of Allowance:

You will be paid a fixed Basket of Allowance of **Rs. 8,797/- (Eight Thousand Seven Hundred Ninety Seven)**.

2.3 Performance Pay:

You shall be entitled to performance pay as indicated in the annexure based on companies and your individual performance.

2.4 Provident Fund:

You will be covered under the Provident Fund Scheme operating in the Company, and will be governed by the rules and regulations of the Provident Fund Act - 1952 as applicable from time to time.

2.5 Group Personal Accident Insurance:

You will be covered under the Group Personal Accident Insurance policy of the Company against Death / Disablement caused due to accidents.

2.6 Group Mediclaim Scheme:

During your tenure with the Company you and your family will be covered under our Group Mediclaim Scheme and governed by the rules & regulations framed under such policies as applicable from time to time.

2.7 Life Term Insurance Policy:

You will be covered under the Life Term Insurance Policy of the Company.

2.8 Gratuity:

You will be entitled to Gratuity as per the Gratuity Act 1972 and in accordance with the rules governing such payments.

3. DUTIES:

- a) You will report to **Senior Manager** for instructions and duties. The Management reserves the right to assign to you such other duties and responsibilities, both inside and outside the office premises, as may be considered necessary, from time to time in the Company's interests.
- b) You represent and warrant to the Company that you are under no obligations or commitments, whether contractual or otherwise, that are inconsistent with your obligations under this Agreement.

4. PROBATION:

You will be on probation for a period of 12 months from the date of your appointment and the management reserves the right to extend the period. The salary or the accumulated leave will not be adjusted against the notice pay. You will continue to be on probation until your services are confirmed in writing. If you resign during your probation period of 12 months, then you will have to pay the bond amount as per the company policy & serve 3 months of notice period.

5. TERMINATION AND DISMISSAL:

- a) Notice Period: On confirmation, either party's will be required to give a notice of 3 months for separation. The Company may, at its sole discretion terminate the services by giving the salary in lieu of the notice period. The Management however shall have the sole discretion to change such period of notice, as it deems appropriate. Servicing notice period is mandatory.
- b) The Management shall have the right to remove you from this position during the entire notice period or part thereof. In such event, your rights and obligations under this Contract shall remain in force and you shall consequently observe the provisions on competition restriction and confidentiality etc. as set forth in this Contract.
- c) The Company shall have the right to dismiss you with immediate effect if you have grossly neglected your obligations to the Company or otherwise committed a material breach of contract.
- d) You shall be obliged to inform a person, appointed by the Company, of all circumstances regarding the Company's business that you are familiar with, in order to reduce the risk of disruption in the business as a result of your leaving this position.
- e) Upon termination of the employment, irrespective of the reason therefore, all obligations of the Company will expire, including but not limited to the obligation to pay pension premiums, unless otherwise expressly stated in this Contract.

Please note that that this appointment is subject to clearance of the following:

- f) Background Verification – Your appointment is conditional upon completion of satisfactory reference and background checks (education, employment history & other details furnished by you in your application). In case any information given by you is found to be false or incorrect at any point in time of your employment, the appointment would be deemed void-ab-initio and liable for termination without notice or salary in lieu thereof

6. LEAVE:

You will be entitled to Earned Leave (privilege leave) as per the company policy.

7. AGE OF RETIREMENT:

As per the revised company policy all the employees will superannuate at the age of 60.

8. TRANSFER:

Your services are liable to be transferred to any other Departments, Branches, Sites, Sister Companies or any of their branches in India. On your transfer, you will be governed by the company's rules applicable to the establishment to which you are posted.

9. INCREMENTS:

Increments will not be automatic, but will be at the discretion of the Management, and will depend on the individual and Company performance.

10. SERVICE RULES:

a. Other Work

Your whole time and attention should be devoted to the interests of the Company and you shall devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part-time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business during the employment with the Company without permission in writing of the Management of the Company.

You will be guided by the Company's policies and procedures which the management may modify or change as it may deem fit from time to time.

b. Secrecy

You will not at any time, while in service, without written consent of the CEO, and thereafter for a period of 2 years from the cessation of your employment, for whatever reason, shall not disclose or divulge or make public, except on legal obligations, any information regarding the Company's affairs, business, plans,

Administration or research carried out whether the same may be confided to you or become known to you in the course of your service or otherwise. Information means and includes without limitation all and any data, know-how, formulae, processes, designs, photographs, drawings, specifications, programmes, samples, trade secrets, intellectual property and all information of whatever description and any other material bearing or incorporating any information concerning or relating to the Company, its assets, properties, plans, processes, finances, methods, operations, market strategy, marketing and pricing information, customer or consumer databases, pricing or other policies, business and business plans, intellectual property, and also includes all documents, agreements, sales charts, cost projections and analyses, pricing models, financial and tax information, business, marketing and operational projections, plans and opportunities, product information, designs, identification of customers, vendors and suppliers, customer, vendor and distribution lists, business records and other books and records relating to or concerning the Company.

You will adhere to the company's Information Security policy.

c. Intellectual Property

All ideas, inventions, design, software and all other intellectual property that may be developed by you or in the development of which you have played any role while you are in employment of the Company will solely and absolutely belong to the Company. You shall not be entitled to claim ownership of any rights on the same. In consideration of your salary, emoluments and other benefits drawn by you so long as you remain an employee of the Company, all your rights, if any, including, without limitation, all rights of creative authorship and other rights whatsoever shall stand assigned to the Company absolutely.

d. Past Records

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

11. NON SOLICITATION

During the term of the employment and thereafter for a period of 2 years from the cessation of your employment, for whatever reason, you shall not in any way directly or indirectly engage, hire or employ in any manner whatsoever, any of the Company's personnel or staff or solicit, entice or in any way induce such employees to associate themselves, whether as employees, consultants, advisors, partners or otherwise, with you or any organization that you may become associated, employed or affiliated, with, after cessation of your employment with the Company.

12. CONSEQUENCES OF BREACH OF TERMS:

Notwithstanding anything contained in Clause 4 and 5 above, should you contravene or breach any of the foregoing terms and conditions of service, the Company will be entitled to terminate your services forthwith, without compensation, notice period or salary in lieu thereof and without prejudice to other legal rights/remedies available to the Company.

The provisions under Clause 11 shall survive the cessation of your employment and shall remain in force for a period of 2 years thereafter.

You are requested to, please sign the duplicate copy of this letter and return it to us, signifying your acceptance of all the term contained here.

We are delighted to have to with us. We take this opportunity to welcome you to Worldline and look forward to your long and happy association with us.

For **WORLDLINE GLOBAL SERVICES PVT. LTD.**

Joseph Raj

Jose Raj
Senior Vice President and Head – HR



Offer Letter

Date 21/10/2021

Dear RICHA SHAKYA
oef hazratpur factory kundla frozabad

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Student Success Specialist-Student Experience** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (Annexure A). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **21/10/2021**. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to **21/10/2021** the offer shall be deemed to be rejected by you. Please accept this offer in our HR portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Student Success Specialist-Student Experience
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Total Annual Cost to Company : ₹ 289740

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company, 21/10/2021 failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head - Human Resources
Think & Learn Pvt. Ltd

Annexure - A

**Compensation
Details**

Name	RICHA SHAKYA
Designation	Student Success Specialist-Student Experience
Date Of Joining	21/10/2021
Annual Cost To Company(CTC)	289740

**Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details*

***Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.*

****PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.*

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	
Research Allowance	Up to INR 30000 per annum	Non-taxable upon submission of required proofs
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 500 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer: Computer Consultancy
Date: 09/08/2021

PRIYANSHI SHARMA
VILL HEMRAJPUR POST SALEMPUR TEHSIL TUNDLA FIROZABAD

Dear PRIYANSHI SHARMA

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be INR **358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

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

TCS Careers Service Line: 1800 309 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

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PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

3

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i. 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 INR **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 INR **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.

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.

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Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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.

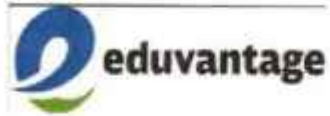
Yours Sincerely,

For TATA Consultancy Services Limited



Girish V. Nandimath
Global Head Talent Acquisition & AIP

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



To,

VISHAL SHANKWAR
NEERAJ KUMAR S/O MR SHANTI SWAROOP NAI BASTI ASHOK NAGAR BIJAULI BAH

Dear **VISHAL SHANKWAR**

On behalf of the Autoliv Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Bangalore office, you will join the organization from 21/10/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 280450 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*.
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs
-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Autoliv

For Autoliv, Bangalore

Authorized Signatory



Offer Letter

Date: 12/12/2021

KM.SONA GUPTA
84/18 TANKI LINE 15 BN PAC TAJGANJ AGRA

Dear **KM.SONA GUPTA**,

We congratulate you on your selection as "Solution Developer Trainee" at InfoAxon Technologies. We look forward to your contribution in our pursuit of excellence.

InfoAxon is a young company with average age of employees below 30, all of whom share the same hope and aspirations. The culture and atmosphere is informal, conducive to creativity with lot of role to play around. The pressure may be high and the job demanding but we hope you'll find it exciting, stimulating and challenging.

You will be provided a gross remuneration package of INR 350000/- Salary per annum. You would be on probation for a period of 6 (Six) months. On successful completion of your probation period you would be confirmed. You are requested to join on or before **12/12/2021**. Please indicate your acceptance by signing one copy of this letter and returning it to the company.

On acceptance of this offer, your appointment with the company will be on the basis of the standard terms and conditions as provided by this letter and the appointment letter. Based on your confirmation to join us, we are closing this position. In case you do not join us on the agreed date, it will be taken as breach of contract liable for legal action.

As a token of acceptance of our offer, kindly send us the confirmation email by 12/12/2021 evening. This offer is valid till 12/12/2021, Henceforth it will be considered as null and void.

We look forward to your accepting this offer and contributing into creating a global organization.

Yours sincerely,

For InfoAxon Technologies India Pvt. Ltd.

Authorized Signatory

InfoAxon Technologies India Pvt. Ltd.
08th Floor, Tradex Tower,
Plot No 15, Sector 125, Noida-201301
Phone : +91 120 421 5909-73
Website: www.infoaxon.com



Annexure-I
Compensation & Benefits

Name	KM.SONA GUPTA
Designation	Solution Developer Trainee
Effective Date	12/12/2021
Location	Noida/Pune/Bangalore

Annual Cost To Company 350000/-

For InfoAxon Technologies India Pvt. Ltd.





Offer: Computer Consultancy
Date: 09/08/2021

SHUBHAM CHAUDHARY
58/117-A Teel pada, Sarai Khwaja , Agra

Dear SHUBHAM CHAUDHARY

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be INR **358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

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COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbakonam Road, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2535 Website: www.tcs.com

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

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



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

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i. 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 INR 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 INR 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.

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.

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Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



Offer Letter

Date: 21/10/2021

Dear SRISHTI
VILL NAGLA SUKHDEV POST KHANDA TEHSIL ETMADPUR THANA BARHAN DIST AGRA UP

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Student Success Specialist-Student Experience** at Think and Learn Private Limited (hereafter referred to as "BYJU'S" or "Company") in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (Annexure A). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is 21/10/2021. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to 21/10/2021 the offer shall be deemed to be rejected by you. Please accept this offer in our HR portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Student Success Specialist-Student Experience
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Total Annual Cost to Company : ₹ 289740

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company, 21/10/2021 falling which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head - Human Resources
Think & Learn Pvt. Ltd

Annexure - A

**Compensation
Details**

Name	SRISHTI
Designation	Student Success Specialist-Student Experience
Date Of Joining	21/10/2021
Annual Cost To Company(CTC)	289740

**Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details*

***Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.*

****PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.*

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	
Research Allowance	Up to INR 30000 per annum	Non-taxable upon submission of required proofs
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



OFFER LETTER

ARJESH KUMAR
RAJ NAGAR COLONY

Dear ARJESH KUMAR,

We are pleased to appoint you as Trainee - Engineer in Worldline Global Services Private Ltd. (WGS) based at Pune on the following terms and conditions:

1. DATE OF APPOINTMENT:

Your appointment is effective from 10/12/2021

2. EMOLUMENTS: (please refer the annexure for more details of your salary).

2.1 Salary:

You will be paid a Basic monthly salary of **Rs. 412020/-** per annum.

2.2 Basket of Allowance:

You will be paid a fixed Basket of Allowance of **Rs. 8,797/- (Eight Thousand Seven Hundred Ninety Seven)**.

2.3 Performance Pay:

You shall be entitled to performance pay as indicated in the annexure based on companies and your individual performance.

2.4 Provident Fund:

You will be covered under the Provident Fund Scheme operating in the Company, and will be governed by the rules and regulations of the Provident Fund Act - 1952 as applicable from time to time.

2.5 Group Personal Accident Insurance:

You will be covered under the Group Personal Accident Insurance policy of the Company against Death / Disablement caused due to accidents.

2.6 Group Mediclaim Scheme:

During your tenure with the Company you and your family will be covered under our Group Mediclaim Scheme and governed by the rules & regulations framed under such policies as applicable from time to time.

2.7 Life Term Insurance Policy:

You will be covered under the Life Term Insurance Policy of the Company.

2.8 Gratuity:

You will be entitled to Gratuity as per the Gratuity Act 1972 and in accordance with the rules governing such payments.

3. DUTIES:

- a) You will report to **Senior Manager** for instructions and duties. The Management reserves the right to assign to you such other duties and responsibilities, both inside and outside the office premises, as may be considered necessary, from time to time in the Company's interests.
- b) You represent and warrant to the Company that you are under no obligations or commitments, whether contractual or otherwise, that are inconsistent with your obligations under this Agreement.

4. PROBATION:

You will be on probation for a period of 12 months from the date of your appointment and the management reserves the right to extend the period. The salary or the accumulated leave will not be adjusted against the notice pay. You will continue to be on probation until your services are confirmed in writing. If you resign during your probation period of 12 months, then you will have to pay the bond amount as per the company policy & serve 3 months of notice period.

5. TERMINATION AND DISMISSAL:

- a) Notice Period: On confirmation, either party's will be required to give a notice of 3 months for separation. The Company may, at its sole discretion terminate the services by giving the salary in lieu of the notice period. The Management however shall have the sole discretion to change such period of notice, as it deems appropriate. Servicing notice period is mandatory.
- b) The Management shall have the right to remove you from this position during the entire notice period or part thereof. In such event, your rights and obligations under this Contract shall remain in force and you shall consequently observe the provisions on competition restriction and confidentiality etc. as set forth in this Contract.
- c) The Company shall have the right to dismiss you with immediate effect if you have grossly neglected your obligations to the Company or otherwise committed a material breach of contract.
- d) You shall be obliged to inform a person, appointed by the Company, of all circumstances regarding the Company's business that you are familiar with, in order to reduce the risk of disruption in the business as a result of your leaving this position.
- e) Upon termination of the employment, irrespective of the reason therefore, all obligations of the Company will expire, including but not limited to the obligation to pay pension premiums, unless otherwise expressly stated in this Contract.

Please note that that this appointment is subject to clearance of the following:

- f) Background Verification - Your appointment is conditional upon completion of satisfactory reference and background checks (education, employment history & other details furnished by you in your application). In case any information given by you is found to be false or incorrect at any point in time of your employment, the appointment would be deemed void-ab-initio and liable for termination without notice or salary in lieu thereof.

6. LEAVE:

You will be entitled to Earned Leave (privilege leave) as per the company policy.

7. AGE OF RETIREMENT:

As per the revised company policy all the employees will superannuate at the age of 60.

8. TRANSFER:

Your services are liable to be transferred to any other Departments, Branches, Sites, Sister Companies or any of their branches in India. On your transfer, you will be governed by the company's rules applicable to the establishment to which you are posted.

9. INCREMENTS:

Increments will not be automatic, but will be at the discretion of the Management, and will depend on the individual and Company performance.

10. SERVICE RULES:

a. Other Work

Your whole time and attention should be devoted to the interests of the Company and you shall devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part-time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business during the employment with the Company without permission in writing of the Management of the Company.

You will be guided by the Company's policies and procedures which the management may modify or change as it may deem fit from time to time.

b. Secrecy

You will not at any time, while in service, without written consent of the CEO, and thereafter for a period of 2 years from the cessation of your employment, for whatever reason, shall not disclose or divulge or make public, except on legal obligations, any information regarding the Company's affairs, business, plans,

Administration or research carried out whether the same may be confided to you or become known to you in the course of your service or otherwise. Information means and includes without limitation: and any data, know-how, formulae, processes, designs, photographs, drawings, specifications, programmes, samples, trade secrets, intellectual property and all information of whatever description and any other material bearing or incorporating any information concerning or relating to the Company, its assets, properties, plans, processes, finances, methods, operations, market strategy, marketing and pricing information, customer or consumer databases, pricing or other policies, business and business plans, intellectual property, and also includes all documents, agreements, sales charts, cost projections and analysis, pricing models, financial and tax information, business, marketing and operational projections, plans and opportunities, product information, designs, identification of customers, vendors and suppliers, customer, vendor and distribution lists, business records and other books and records relating to or concerning the Company.

You will adhere to the company's Information Security policy.

c. Intellectual Property

All ideas, inventions, design, software and all other intellectual property that may be developed by you or in the development of which you have played any role while you are in employment of the Company will solely and absolutely belong to the Company. You shall not be entitled to claim ownership of any rights on the same. In consideration of your salary, emoluments and other benefits drawn by you so long as you remain an employee of the Company, all your rights, if any, including, without limitation, all rights of creative authorship and other rights whatsoever shall stand assigned to the Company absolutely.

d. Past Records

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

11. NON SOLICITATION

During the term of the employment and thereafter for a period of 2 years from the cessation of your employment, for whatever reason, you shall not in any way directly or indirectly engage, hire or employ in any manner whatsoever, any of the Company's personnel or staff or solicit, entice or in any way induce such employees to associate themselves, whether as employees, consultants, advisors, partners or otherwise, with you or any organization that you may become associated, employed or affiliated, with, after cessation of your employment with the Company.

12. CONSEQUENCES OF BREACH OF TERMS:

Notwithstanding anything contained in Clause 4 and 5 above, should you contravene or breach any of the foregoing terms and conditions of service, the Company will be entitled to terminate your services forthwith, without compensation, notice period or salary in lieu thereof and without prejudice to other legal rights/remedies available to the Company.

The provisions under Clause 11 shall survive the cessation of your employment and shall remain in force for a period of 2 years thereafter.

You are requested to, please sign the duplicate copy of this letter and return it to us, signifying your acceptance of all the term contained here.

We are delighted to have to with us. We take this opportunity to welcome you to Worldline and look forward to your long and happy association with us.

For **WORLDLINE GLOBAL SERVICES PVT. LTD.**

Joseph Raj

Jose Raj
Senior Vice President and Head – HR



Offer: Computer Consultancy
Date: 09/08/2021

AKASH KUMAR
VILLAGE NAGAR POST BICHPURI

Dear AKASH KUMAR

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

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COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

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This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

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You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

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You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

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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 INR **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.

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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.

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Yours Sincerely,

For TATA Consultancy Services Limited



Girish V. Nandimath
Global Head Talent Acquisition & AIP

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



To
Tanvi Gangwar
VILLAGE UJIRPUR POST FARIDA PEDAT

Sub: Your offer of Employment in eORIGAMI SOFTWARE PVT LTD

Dear Tanvi Gangwar

Welcome to eORIGAMI!

It gives us immense pleasure in inviting you to join eORIGAMI Software Private Limited. ("eORIGAMI" or the "Company") as one of its valuable member. We believe that the growth of an organization is fuelled by the enthusiasm and energy of people who are willing to invest into its future. We therefore believe that all our employees are truly our ASSOCIATES in our road to the future. We are happy that you are one such Associate joining us in our efforts to create a truly global organization.

We are pleased to inform you that you have been offered an employment in eORIGAMI as **Jr. Software Engineer**, and you would report on your joining to **Mr. Yashwanth Reddy H, President - Operations**. You will operate out of our office located at **Bangalore**.

We prefer you to join us on **12/12/2021**

We wish to share with you the detailed terms and conditions which will govern your employment with eORIGAMI and also Associate related guidelines applicable to all eORIGAMIans including you. All these Terms and Conditions are subject to change based on business requirements and you shall abide by the updated policies. Please note that your appointment is subject to background check /reference check/pre-employment checks as applicable.

eORIGAMI observes a 5-day week with Saturday and Sunday as weekly holidays. The office hours are from 09:00 AM to 06:00 PM, with staggered lunch break of 30 minutes between 12:00 PM and 12:30 PM. Associates are expected to follow the client's working hours and holidays while on deputation to client's site in India/onsite. In the event an Associate fails to register their attendance consecutively for 3 working days, without any prior notice to their immediate manager or concerned HR, eORIGAMI shall initiate appropriate disciplinary action against the Associate as per eORIGAMI policy. EORIGAMI reserves the right to registering a MAN MISSING complaint with the Police Department, in such cases.


(Signature of Associate)

1. Compensation & Benefits:

You will receive a total compensation of **Rs. 450500/-** per annum. The compensation package consists of

2. Position Linked Benefits:

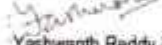
We wish you all the very best and look forward to a long and mutually beneficial association.

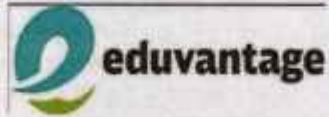
Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter.

Yours sincerely,
for eORIGAMI Software Private Limited.

YASHWANTH REDDY
President - Operations

I have carefully read and understood the above offer terms including the terms contained in Annexure I and agree that the provisions of this letter and the Annexure I are reasonable and necessary and accept the same irrevocably and unconditionally.

Signature : 
Name : Yashwanth Reddy K



To,

ANKUSH BHARTI
Ramnagar Khandauli Agra

Dear **ANKUSH BHARTI**

On behalf of the BAJAJ AUTO LTD. Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Haridwar, Uttarakhand, you will join the organization from 21/10/2021. We welcome you to our company and wish you all the best for your future endeavors.

Your CTC would be Rs. 287120 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*.
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Bajaj Auto Ltd.

For BAJAJ AUTO, Haridwar, Uttarakhand

Authorized Signatory



Offer: Computer Consultancy

Date: 09/08/2021

DIPIKA JAIN
JARELIYA HASANPUR NAUJHEEL MANT MATHURA

Dear DIPIKA JAIN

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbakonam Nagar, Sholinganallur, Old Mahabalipuram, Chennai-600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

TCS Career Service Line: 1800 309 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR 15,000/- 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 INR 7,500/- 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 INR 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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR 17,272/- per month. This component is subject to review and may change as per TCSL's compensation policy.

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PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

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415/21-24, Karaman Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

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i. 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 INR 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 INR 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.

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.

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TCS Career Service Line: 1800 209 3111 Email: careers@tcs.com

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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

APPOINTMENT LETTER

GARVIT GUPTA
51 VAISHNO DHAM COLONY PHASE 1, AMAR VIHAR DAYAL BAGH ,NEW AGRA

Dear **GARVIT GUPTA**

With reference to your application and subsequent interview(s) you had with us, we are pleased to offer you employment in our organization, on the terms and conditions, mentioned in this letter of appointment herein below :-

Department: IT
Location: Gurugram
Cost to Company: Your cost to company will be INR 289700/- per annum.
Designation : Junior PHP Developer

1. DATE OF JOINING / APPOINTMENT DATE

This appointment will commence from your date of joining which should not be later than **09/08/2021** provided that you indicate your acceptance to the same by signing and returning a duplicate a copy of this letter of appointment to us immediately.

Further, in case, you have any objections to the terms and conditions of this letter, the same should be communicated to us within 15 days from the date of this letter and prior to your tendering us your acceptance to the same, failing which the entire terms and conditions as stipulated herein, shall be deemed to have been accepted by you without any demur. The Appointment Date shall not be varied except if so intimated by the Company in writing.

You should report for joining at the Place of Posting on or before the above date of joining along with copies of **self-attested** documents as mentioned below :-

- Educational documents: 10th, 12th, Graduation (if applicable), Post-Graduation (if applicable)
- Address proof (Passport/Driving license/ Voter ID card/Aadhaar card)
- PAN card copy(Mandatory)
- Aadhaar card copy(Mandatory)
- Work experience letter of previous organizations
- Six(6) Passport size photographs
- Resume

This agreement lays down the terms of employment, agreed upon by the employer and employee. Whether stated explicitly in the agreement or not, both the employer and the employee have the duty of mutual confidence and trust, and to make only lawful and reasonable demands on each other.

VOROMBE TECH SOLUTIONS PVT. LTD.

Head Office: H-17B, GF KH NO-1446 BLOCK-H AYA NAGAR EXTENSION PH-6, NEW DELHI

CIN: U72900DL2019PTC358018 www.vorombetech.com info@vorombetech.com

ANNEXURE 'A': COMPENSATION DETAILS

Name: GARVIT GUPTA
Designation: PHP Developer
Date of Joining: 09/08/2021
Location: Gurgaon

Your remuneration at Vorombetech Solutions Pvt. Ltd.	
Salary Annexure	
Employee Name	2
Designation	Junior PHP Developer
Annual CTC (INR)	289700



Vorombetech Solutions Pvt Ltd

VOROMBE TECH SOLUTIONS PVT. LTD.

Head Office: H-176, GF KH NO-1446 BLOCK-H AYA NAGAR EXTENSION PH-6, NEW DELHI
CIN: U72900DL2019PTC356018 www.vorombetech.com nhr@vorombetech.com

APPOINTMENT LETTER

ANKIT KUMAR SINHA
VILL GURHA POST BAHRAMPUR TEHSIL ETMADPUR DISTT AGRA

Dear **ANKIT KUMAR SINHA**

With reference to your application and subsequent interview(s) you had with us, we are pleased to offer you employment in our organization, on the terms and conditions, mentioned in this letter of appointment herein below :-

Department: IT
Location: Gurugram
Cost to Company: Your cost to company will be INR 289700/- per annum.
Designation : Junior PHP Developer

1. DATE OF JOINING / APPOINTMENT DATE

This appointment will commence from your date of joining which should not be later than **09/08/2021** provided that you indicate your acceptance to the same by signing and returning a duplicate a copy of this letter of appointment to us immediately.

Further, in case, you have any objections to the terms and conditions of this letter, the same should be communicated to us within 15 days from the date of this letter and prior to your tendering us your acceptance to the same, failing which the entire terms and conditions as stipulated herein, shall be deemed to have been accepted by you without any demur. The Appointment Date shall not be varied except if so intimated by the Company in writing.

You should report for joining at the Place of Posting on or before the above date of joining along with copies of **self-attested** documents as mentioned below :-

- Educational documents: 10th, 12th, Graduation (if applicable), Post-Graduation (if applicable)
- Address proof (Passport/Driving license/ Voter ID card/Aadhaar card)
- PAN card copy (Mandatory)
- Aadhaar card copy (Mandatory)
- Work experience letter of previous organizations
- Six(6) Passport size photographs
- Resume

This agreement lays down the terms of employment, agreed upon by the employer and employee. Whether stated explicitly in the agreement or not, both the employee and the employer have the duty of mutual confidence and trust, and to make only lawful and reasonable demands on each other.

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CIN: U72900DL2019PTC356018 www.vorombetech.com info@vorombetech.com



ANNEXURE 'A': COMPENSATION DETAILS

Name: ANKIT KUMAR SINHA
Designation: PHP Developer
Date of Joining: 09/08/2021
Location: Gurgaon

Your remuneration at Vorombetech Solutions Pvt. Ltd.	
Salary Annexure	
Employee Name	2
Designation	Junior PHP Developer
Annual CTC (INR)	289700



Vorombetech Solutions Pvt Ltd

VOROMBE TECH SOLUTIONS PVT. LTD.

Head Office: H-17B, GF, KH NO-1446 BLOCK-H AYA NAGAR EXTENSION PH-6, NEW DELHI
CIN: U72900DL2019PTC359018 www.vorombetech.com info@vorombetech.com



To,

AJIT MADHESIYA
Hamirpur

Dear AJIT MADHESIYA

On behalf of the WELSPUN Floor Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Village- Chandanvelly, Mandal - Shabad, Shabad Road, Chandanville, Rangareddy - 501503, you will join the organization from 09/08/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs.345700/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining--

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Welspun

For Village- Chandanvelly, Mandal - Shabad, Shabad Road, Chandanville, Rangareddy - 501503

A handwritten signature in blue ink, appearing to read 'Singh', is written over a blue circular stamp.

Authorized Signatory



To,

ALOK SINGH
Vill+ post.Molanapur Tahsil Patti dist Pratappgarh

Dear ALOK SINGH

On behalf of the WELSPUN Floor Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Village- Chandanvelly, Mandal - Shabad, Shabad Road, Chandanville, Rangareddy - 501503, you will join the organization from 09/08/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

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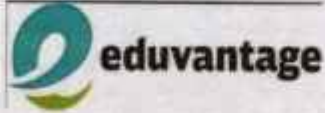
As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Welspun

For Village- Chandanvelly, Mandal - Shabad, Shabad Road, Chandanville, Rangareddy - 501503

A handwritten signature in blue ink, appearing to read "Alok Singh", is written over a horizontal line.

Authorized Signatory



To,

KARTIKEY VERMA
24/39 SHIVAJI MARKET BIZLIGHAR KAZIPARA AGRA

Dear **KARTIKEY VERMA**

On behalf of the BAJAJ AUTO LTD. Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Haridwar, Uttarakhand, you will join the organization from 21/10/2021. We welcome you to our company and wish you all the best for your future endeavors.

Your CTC would be Rs. 287120 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*.
- Last 3 month Pay slips of previous employer*.
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- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Bajaj Auto Ltd.

For BAJAJ AUTO, Haridwar, Uttarakhand

Authorized Signatory



To,

**ANUP KUMAR KESHARI
RO TOPA TEH DARHAI.**

Dear ANUP KUMAR KESHARI

On behalf of the WELSPUN Floor Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Village- Chandanvelly, Mandal - Shabad, Shabad Road, Chandanville, Rangareddy - 501503. you will join the organization from 09/08/2021

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For Village- Chandanvelly, Mandal - Shabad, Shabad Road, Chandanville, Rangareddy - 501503

A handwritten signature in blue ink, appearing to read 'Singh', is written over a horizontal line.

Authorized Signatory



To,

ANMOL PATEL
VIII-Post- Sidhra,

Dear ANMOL PATEL

On behalf of the WELSPUN Floor Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Village- Chandanvelly, Mandal - Shabad, Shabad Road, Chandanville, Rangareddy - 501503. you will join the organization from 09/08/2021

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COMPENSATION AND BENEFITS

BASIC SALARY

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Performance Bonus 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 Performance Bonus.

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You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

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OTHER BENEFITS

Health Insurance Scheme

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HIS offers the following benefits:

1. Basic Cover

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

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i. 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 INR **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.

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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 INR **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.

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.

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Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

SHUMAILA
13, SHEETLA DHAM, DAYAL BAGH, AGRA, 282005

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

SHIVANI CHAUHAN
13, SHEETLA DHAM, DAYAL BAGH, AGRA, 282005

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



To,

ASHVANI KUMAR
VILL. GOLA IKHARA POST NAGLA SAVLA AGRA

Dear ASHVANI KUMAR

On behalf of the WELSPUN Floor Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Village- Chandanvelly, Mandal – Shabad, Shabad Road, Chandanville, Rangareddy – 501503. you will join the organization from 09/08/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs.345700/-.

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*.
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Welspun

For Village- Chandanvelly, Mandal – Shabad, Shabad Road, Chandanville, Rangareddy – 501503

A handwritten signature in blue ink, appearing to read 'Singh', is written over a horizontal line.

Authorized Signatory



To,

**PRIYA JAIN
BAGHUI KHURD PARA GHAZIPUR**

Dear **PRIYA JAIN**

On behalf of the Autoliv Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Bangalore office, you will join the organization from 21/10/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 280450 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs
-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Autoliv

For Autoliv, Bangalore

Authorized Signatory



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

ANIL KUMAR
H NO 13 SHEETLA DHAM DAYAL BAGH AGRA 282005

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)

Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

**YAMINI CHAUDHARY
IKHU POST BHUREKA TEH MANT DIST MATHURA UTTAR PRADESH 281205**

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : **U15549dl2018ptc337847**



Offer Letter

Date 21/10/2021

Dear OM PATHAK
37A/185 VIDHYA NAGAR NAGLA PADI DAYAL BAGH NEW AGRA 282005

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Student Success Specialist-Student Experience** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (Annexure A). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is 21/10/2021. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to 21/10/2021 the offer shall be deemed to be rejected by you. Please accept this offer in our HR portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Student Success Specialist-Student Experience
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kaiyali Tech Park

Total Annual Cost to Company : ₹ 289740

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company, 21/10/2021 failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head - Human Resources
Think & Learn Pvt. Ltd

Annexure - A

**Compensation
Details**

Name	OM PATHAK
Designation	Student Success Specialist-Student Experience
Date Of Joining	21/10/2021
Annual Cost To Company(CTC)	289740

**Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details*

***Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.*

****PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR- 150/- per month towards Employee PF deduction of INR 1500/- per month), will be included in above mentioned CTC.*

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	
Research Allowance	Up to INR 30000 per annum	Non-taxable upon submission of required proofs
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



OFFER LETTER

**KM. KRISHNA SINGH
H N 98 NAVRANG PRESS WALI GALI PURANI MANDI**

Dear **KM. KRISHNA SINGH**,

We are pleased to appoint you as Trainee - Engineer in Worldline Global Services Private Ltd. (WGS) based at Pune on the following terms and conditions:

1. DATE OF APPOINTMENT:

Your appointment is effective from 10/12/2021

2. EMOLUMENTS: (please refer the annexure for more details of your salary).

2.1 Salary:

You will be paid a Basic monthly salary of **Rs. 412020/-** per annum.

2.2 Basket of Allowance:

You will be paid a fixed Basket of Allowance of **Rs. 8,797/- (Eight Thousand Seven Hundred Ninety Seven)**.

2.3 Performance Pay:

You shall be entitled to performance pay as indicated in the annexure based on companies and your individual performance.

2.4 Provident Fund:

You will be covered under the Provident Fund Scheme operating in the Company, and will be governed by the rules and regulations of the Provident Fund Act - 1952 as applicable from time to time.

2.5 Group Personal Accident Insurance:

You will be covered under the Group Personal Accident Insurance policy of the Company against Death / Disablement caused due to accidents.

2.6 Group Mediclaim Scheme:

During your tenure with the Company you and your family will be covered under our Group Mediclaim Scheme and governed by the rules & regulations framed under such policies as applicable from time to time.

2.7 Life Term Insurance Policy:

You will be covered under the Life Term Insurance Policy of the Company.

2.8 Gratuity:

You will be entitled to Gratuity as per the Gratuity Act 1972 and in accordance with the rules governing such payments.

3. DUTIES:

- a) You will report to **Senior Manager** for instructions and duties. The Management reserves the right to assign to you such other duties and responsibilities, both inside and outside the office premises, as may be considered necessary, from time to time in the Company's interests.
- b) You represent and warrant to the Company that you are under no obligations or commitments, whether contractual or otherwise, that are inconsistent with your obligations under this Agreement.

4. PROBATION:

You will be on probation for a period of 12 months from the date of your appointment and the management reserves the right to extend the period. The salary or the accumulated leave will not be adjusted against the notice pay. You will continue to be on probation until your services are confirmed in writing. If you resign during your probation period of 12 months, then you will have to pay the bond amount as per the company policy & serve 3 months of notice period.

5. TERMINATION AND DISMISSAL:

- a) Notice Period: On confirmation, either party's will be required to give a notice of 3 months for separation. The Company may, at its sole discretion terminate the services by giving the salary in lieu of the notice period. The Management however shall have the sole discretion to change such period of notice, as it deems appropriate. Servicing notice period is mandatory.
- b) The Management shall have the right to remove you from this position during the entire notice period or part thereof. In such event, your rights and obligations under this Contract shall remain in force and you shall consequently observe the provisions on competition restriction and confidentiality etc, as set forth in this Contract.
- c) The Company shall have the right to dismiss you with immediate effect if you have grossly neglected your obligations to the Company or otherwise committed a material breach of contract.
- d) You shall be obliged to inform a person, appointed by the Company, of all circumstances regarding the Company's business that you are familiar with, in order to reduce the risk of disruption in the business as a result of your leaving this position.
- e) Upon termination of the employment, irrespective of the reason therefore, all obligations of the Company will expire, including but not limited to the obligation to pay pension premiums, unless otherwise expressly stated in this Contract.

Please note that that this appointment is subject to clearance of the following:

- f) Background Verification - Your appointment is conditional upon completion of satisfactory reference and background checks (education, employment history & other details furnished by you in your application). In case any information given by you is found to be false or incorrect at any point in time of your employment, the appointment would be deemed void-ab-initio and liable for termination without notice or salary in lieu thereof.

6. LEAVE:

You will be entitled to Earned Leave (privilege leave) as per the company policy.

7. AGE OF RETIREMENT:

As per the revised company policy all the employees will superannuate at the age of 60.

8. TRANSFER:

Your services are liable to be transferred to any other Departments, Branches, Sites, Sister Companies or any of their branches in India. On your transfer, you will be governed by the company's rules applicable to the establishment to which you are posted.

9. INCREMENTS:

Increments will not be automatic, but will be at the discretion of the Management, and will depend on the individual and Company performance.

10. SERVICE RULES:

a. Other Work

Your whole time and attention should be devoted to the interests of the Company and you shall devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part-time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business during the employment with the Company without permission in writing of the Management of the Company.

You will be guided by the Company's policies and procedures which the management may modify or change as it may deem fit from time to time.

b. Secrecy

You will not at any time, while in service, without written consent of the CEO, and thereafter for a period of 2 years from the cessation of your employment, for whatever reason, shall not disclose or divulge or make public, except on legal obligations, any information regarding the Company's affairs, business, plans,

Administration or research carried out whether the same may be confided to you or become known to you in the course of your service or otherwise. Information means and includes without limitation all and any data, know-how, formulae, processes, designs, photographs, drawings, specifications, programmers, samples, trade secrets, intellectual property and all information of whatever description and any other material bearing or incorporating any information concerning or relating to the Company, its assets, properties, plans, processes, finances, methods, operations, market strategy, marketing and pricing information, customer or consumer databases, pricing or other policies, business and business plans, intellectual property, and also includes all documents, agreements, sales charts, cost projections and analyses, pricing models, financial and tax information, business, marketing and operational projections, plans and opportunities, product information, designs, identification of customers, vendors and suppliers, customer, vendor and distribution lists, business records and other books and records relating to or concerning the Company.

You will adhere to the company's Information Security policy.

c. Intellectual Property

All ideas, inventions, design, software and all other intellectual property that may be developed by you or in the development of which you have played any role while you are in employment of the Company will solely and absolutely belong to the Company. You shall not be entitled to claim ownership of any rights on the same. In consideration of your salary, emoluments and other benefits drawn by you so long as you remain an employee of the Company, all your rights, if any, including, without limitation, all rights of creative authorship and other rights whatsoever shall stand assigned to the Company absolutely.

d. Past Records

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

11. NON SOLICITATION

During the term of the employment and thereafter for a period of 2 years from the cessation of your employment, for whatever reason, you shall not in any way directly or indirectly engage, hire or employ in any manner whatsoever, any of the Company's personnel or staff or solicit, entice or in any way induce such employees to associate themselves, whether as employees, consultants, advisors, partners or otherwise, with you or any organization that you may become associated, employed or affiliated, with, after cessation of your employment with the Company.

12. CONSEQUENCES OF BREACH OF TERMS:

Notwithstanding anything contained in Clause 4 and 5 above, should you contravene or breach any of the foregoing terms and conditions of service, the Company will be entitled to terminate your services forthwith, without compensation, notice period or salary in lieu thereof and without prejudice to other legal rights/remedies available to the Company.

The provisions under Clause 11 shall survive the cessation of your employment and shall remain in force for a period of 2 years thereafter.

You are requested to, please sign the duplicate copy of this letter and return it to us, signifying your acceptance of all the terms contained here.

We are delighted to have you with us. We take this opportunity to welcome you to Worldline and look forward to your long and happy association with us.

For **WORLDLINE GLOBAL SERVICES PVT. LTD.**

Joseph Raj

Jose Raj
Senior Vice President and Head – HR



OFFER LETTER

**KM. POONAM VARSHNEY
VILLAGE KHATANA POST KHINAWAR**

Dear **KM. POONAM VARSHNEY**,

We are pleased to appoint you as Trainee - Engineer in Worldline Global Services Private Ltd. (WGS) based at Pune on the following terms and conditions:

1. DATE OF APPOINTMENT:

Your appointment is effective from 10/12/2021

2. EMOLUMENTS: (please refer the annexure for more details of your salary).

2.1 Salary:

You will be paid a Basic monthly salary of **Rs. 412020/-** per annum.

2.2 Basket of Allowance:

You will be paid a fixed Basket of Allowance of **Rs. 8,797/- (Eight Thousand Seven Hundred Ninety Seven)**.

2.3 Performance Pay:

You shall be entitled to performance pay as indicated in the annexure based on companies and your individual performance.

2.4 Provident Fund:

You will be covered under the Provident Fund Scheme operating in the Company, and will be governed by the rules and regulations of the Provident Fund Act - 1952 as applicable from time to time.

2.5 Group Personal Accident Insurance:

You will be covered under the Group Personal Accident Insurance policy of the Company against Death / Disablement caused due to accidents.

2.6 Group Mediclaim Scheme:

During your tenure with the Company you and your family will be covered under our Group Mediclaim Scheme and governed by the rules & regulations framed under such policies as applicable from time to time.

2.7 Life Term Insurance Policy:

You will be covered under the Life Term Insurance Policy of the Company.

2.8 Gratuity:

You will be entitled to Gratuity as per the Gratuity Act 1972 and in accordance with the rules governing such payments.

3. DUTIES:

- a) You will report to **Senior Manager** for instructions and duties. The Management reserves the right to assign to you such other duties and responsibilities, both inside and outside the office premises, as may be considered necessary, from time to time in the Company's interests.
- b) You represent and warrant to the Company that you are under no obligations or commitments, whether contractual or otherwise, that are inconsistent with your obligations under this Agreement.

4. PROBATION:

You will be on probation for a period of 12 months from the date of your appointment and the management reserves the right to extend the period. The salary or the accumulated leave will not be adjusted against the notice pay. You will continue to be on probation until your services are confirmed in writing. If you resign during your probation period of 12 months, then you will have to pay the bond amount as per the company policy & serve 3 months of notice period.

5. TERMINATION AND DISMISSAL:

- a) Notice Period: On confirmation, either party's will be required to give a notice of 3 months for separation. The Company may, at its sole discretion terminate the services by giving the salary in lieu of the notice period. The Management however shall have the sole discretion to change such period of notice, as it deems appropriate. Servicing notice period is mandatory.
- b) The Management shall have the right to remove you from this position during the entire notice period or part thereof. In such event, your rights and obligations under this Contract shall remain in force and you shall consequently observe the provisions on competition restriction and confidentiality etc., as set forth in this Contract.
- c) The Company shall have the right to dismiss you with immediate effect if you have grossly neglected your obligations to the Company or otherwise committed a material breach of contract.
- d) You shall be obliged to inform a person, appointed by the Company, of all circumstances regarding the Company's business that you are familiar with, in order to reduce the risk of disruption in the business as a result of your leaving this position.
- e) Upon termination of the employment, irrespective of the reason therefore, all obligations of the Company will expire, including but not limited to the obligation to pay pension premiums, unless otherwise expressly stated in this Contract.

Please note that that this appointment is subject to clearance of the following:

- f) Background Verification - Your appointment is conditional upon completion of satisfactory reference and background checks (education, employment history & other details furnished by you in your application). In case any information given by you is found to be false or incorrect at any point in time of your employment, the appointment would be deemed void-ab-initio and liable for termination without notice or salary in lieu thereof.

6. LEAVE:

You will be entitled to Earned Leave (privilege leave) as per the company policy.

7. AGE OF RETIREMENT:

As per the revised company policy all the employees will superannuate at the age of 60.

8. TRANSFER:

Your services are liable to be transferred to any other Departments, Branches, Sites, Sister Companies or any of their branches in India. On your transfer, you will be governed by the company's rules applicable to the establishment to which you are posted.

9. INCREMENTS:

Increments will not be automatic, but will be at the discretion of the Management, and will depend on the individual and Company performance.

10. SERVICE RULES:

a. Other Work

Your whole time and attention should be devoted to the interests of the Company and you shall devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part-time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business during the employment with the Company without permission in writing of the Management of the Company.

You will be guided by the Company's policies and procedures which the management may modify or change as it may deem fit from time to time.

b. Secrecy

You will not at any time, while in service, without written consent of the CEO, and thereafter for a period of 2 years from the cessation of your employment, for whatever reason, shall not disclose or divulge or make public, except on legal obligations, any information regarding the Company's affairs, business, plans,

Administration or research carried out whether the same may be confided to you or become known to you in the course of your service or otherwise. Information means and includes without limitation and any data, know-how, formulae, processes, designs, photographs, drawings, specifications, programmes, samples, trade secrets, intellectual property and all information of whatever description and any other material bearing or incorporating any information concerning or relating to the Company, its assets, properties, plans, processes, finances, methods, operations, market strategy, marketing and pricing information, customer or consumer databases, pricing or other policies, business and business plans, intellectual property, and also includes all documents, agreements, sales charts, cost projections and analyses, pricing models, financial and tax information, business, marketing and operational projections, plans and opportunities, product information, designs, identification of customers, vendors and suppliers, customer, vendor and distribution lists, business records and other books and records relating to or concerning the Company.

You will adhere to the company's Information Security policy.

c. Intellectual Property

All ideas, inventions, design, software and all other intellectual property that may be developed by you or in the development of which you have played any role while you are in employment of the Company will solely and absolutely belong to the Company. You shall not be entitled to claim ownership of any rights on the same. In consideration of your salary, emoluments and other benefits drawn by you so long as you remain an employee of the Company, all your rights, if any, including, without limitation, all rights of creative authorship and other rights whatsoever shall stand assigned to the Company absolutely.

d. Past Records

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

11. NON SOLICITATION

During the term of the employment and thereafter for a period of 2 years from the cessation of your employment, for whatever reason, you shall not in any way directly or indirectly engage, hire or employ in any manner whatsoever, any of the Company's personnel or staff or solicit, entice or in any way induce such employees to associate themselves, whether as employees, consultants, advisors, partners or otherwise, with you or any organization that you may become associated, employed or affiliated, with, after cessation of your employment with the Company.

12. CONSEQUENCES OF BREACH OF TERMS:

Notwithstanding anything contained in Clause 4 and 5 above, should you contravene or breach any of the foregoing terms and conditions of service, the Company will be entitled to terminate your services forthwith, without compensation, notice period or salary in lieu thereof and without prejudice to other legal rights/remedies available to the Company.

The provisions under Clause 11 shall survive the cessation of your employment and shall remain in force for a period of 2 years thereafter.

You are requested to, please sign the duplicate copy of this letter and return it to us, signifying your acceptance of all the term contained here.

We are delighted to have to with us. We take this opportunity to welcome you to Worldline and look forward to your long and happy association with us.

For **WORLDLINE GLOBAL SERVICES PVT. LTD.**

Joseph Raj

Jose Raj
Senior Vice President and Head – HR



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

PREM RAJ
38B/156, DEVI NAGAR DAYAL BAGH

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)

Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



Offer Letter

Date 21/10/2021

Dear AZARUDDIN ANSARI
3/53 awas vikas colony radha raman road mainpuri

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Student Success Specialist-Student Experience** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (Annexure A). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **21/10/2021**. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to 21/10/2021 the offer shall be deemed to be rejected by you. Please accept this offer in our HR portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Student Success Specialist-Student Experience
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Katyani Tech Park

Total Annual Cost to Company : ₹ 289740

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company, 21/10/2021 falling, which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head - Human Resources
Think & Learn Pvt. Ltd

Annexure - A

Compensation Details	
Name	AZARUDDIN ANSARI
Designation	Student Success Specialist-Student Experience
Date Of Joining	21/10/2021
Annual Cost To Company(CTC)	269740

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

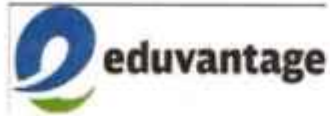
Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	
Research Allowance	Up to INR 30000 per annum	Non-taxable upon submission of required proofs
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



To,

RENU VERMA
58A/20A JYOTI NAGAR NEAR JAIN MANDIR ARJUN NAGAR AGRA UP 282001

Dear RENU VERMA

On behalf of the Autoliv Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Bangalore office, you will join the organization from 21/10/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 280450 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining--

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*.
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs
-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Autoliv

For Autoliv, Bangalore

Authorized Signatory



Offer: Computer Consultancy
Date: 09/08/2021

ANOOP KUMAR GAUTAM
TEACHERS COLONY TUNDLI ROAD TUNDLA FIROZABAD

Dear ANOOP KUMAR GAUTAM

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Kamaraj Nagar, Sholingensallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office: Normal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR 15,000/- 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 INR 7,500/- 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 INR 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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR 17,272/- per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbhar Nagar, Sholingalikal, Old Mahabalipuram, Chennai-600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office: Narmal Building, 9th Floor, Narmal Point, Mumbai-400 021

TCS Career Services: 1800 209 1111 Email: careers@tcs.com



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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



i. 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 INR 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 INR 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.

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.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbhar Nagar, Sholinganallur, Old Mahabudpuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2535 Website: www.tcs.com

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

TCS Career ServiceLine: 1800 209 1111 Email: careers@tcs.com

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



PRIVATE & CONFIDENTIAL

SOURABH SARASWAT
S/O VIJAY SARASWAT

Govindpur Dubihan

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear SOURABH SARASWAT,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

Corporate Office:

7th to 9th Floor, Tower C & D, Building
No. 14,
Sector 24 & 25 A
DLF Cyber City
Notified SEZ
DLF City
Gurgaon-122002

BT Global Business Services Pvt Ltd

CIN: U74140DL2014PTC268503

Registered Office:

11th Floor, Eros Corporate Tower
Opp. International Trade Tower
Nehru Place,
New Delhi - 110 019, India
Tel: +91 11 4781 1111
Fax: +91 11 4103 4438

www.bt.com

**Appendix1 Table of
benefits**

Section Name	SOURABH SARASWAT
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



To,

**MEHREEN IFATIKHAR
HANSAPUR POST TIRWA DIST KANNAUJ**

Dear MEHREEN IFATIKHAR

On behalf of the Autoliv Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Bangalore office, you will join the organization from 21/10/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 280450 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs
-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Autoliv

For Autoliv, Bangalore

Authorized Signatory



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

**AKANKSHA KUSHWAH
H N 05 S N 02 MAHAVEER NAGAR FIROZABAD**

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd.** at **Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)

Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



Offer: Computer Consultancy
Date: 09/08/2021

ANOOP SINGH
HOME SCIENCE COLLEGE 6/339 KHANDARI AGRA

Dear ANOOP 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 for 'TCS Digital' and we are pleased to make you an offer of employment.

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be INR **358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Kumbhari Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2055 Website: www.tcs.com
Registered Office: Normal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbakonur, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbhari Nagar, Sholinguravallur, Old Mahabalipuram, Chennai-600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

TCS Career ServiceLine: 1800 209 3111 Email: careers@tcs.com



i. 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 INR **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 INR **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.

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.

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415/21-24, Kothuram Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

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

TCS Careers ServiceLine: 1800 299 3111 Email: careers@tcs.com

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



APPOINTMENT LETTER

To,

**ADITYA WARDHAN
SHARMA
VILL AND POST
CHHACHHA**

Dear ADITYA WARDHAN SHARMA,

On behalf of the SATA VIKAS Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Palwal, Haryana, you will join the organization from 15/04/2022

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 234570/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Sata Vikas

For SATA VIKAS, Palwal, Haryana

Authorized Signatory



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

RAMU

21, BRIJ BIHAR COLONY CHHOTA UKHHRA RAJPUR CHUNGI SHANTI FRAM HOUSE AGRA

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)

Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : **U15549dl2018ptc337847**



Offer: Computer Consultancy
Date: 09/08/2021

ANKIT KUMAR GAUTAM
Awathahi

Dear ANKIT KUMAR GAUTAM

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be INR **358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Career ServiceLine: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kotharim Nagar, Sholinganallur, Old Mahabalipuram, Chennai-600 119 Tamil Nadu India

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



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

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

TCS Careers ServiceLine: 1800 209 1111 Email: careers@tcs.com



i. 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 INR **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 INR **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.

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.

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

TCS Careers ServiceLine: 1800 209 3311 Email: careers@tcs.com

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

RENUKA PARIHAR

31/294, M.G. Road, Rahwali, Radha Ballabh Bagichi, Agra

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)

Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



Offer: Computer Consultancy
Date: 09/08/2021

ANKIT YADAV
SHAHGARH, AZAMGARH

Dear ANKIT YADAV

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-28, Kumbakon Nager, Sholingalloor, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office: Normal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceflow: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** per month.

BOUQUET OF BENEFITS (BoB)

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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.

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You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

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415/21-24, Kumbhar Nagar, Sholinganallur, Old Mahabudpuram, Chennai 600 119 Tamil Nadu India

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TCS Career ServiceLine: 1800 299 3111 Email: careers@tcs.com



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i. 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.

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

435/25-24, Kumbakon Road, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

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Yours Sincerely,

For TATA Consultancy Services Limited



Girish V. Nandimath
Global Head Talent Acquisition & AIP

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



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

RICHA SHARMA
VILLAGE- NEW MAU, POST- DAYALBAGH, AGRA- 282005

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonipat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors.
This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
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3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

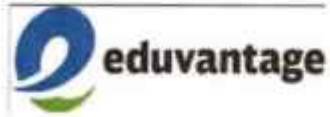
For SS Bottling Pvt. Ltd., Gohana, Sonipat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)

Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



To,

RASHMI BAGHEL
Belkhriya ka pura, durga bazaar, mirzapur

Dear **RASHMI BAGHEL**,

On behalf of the Autoliv Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Bangalore office, you will join the organization from 21/10/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 280450 (P/A)

You shall be on probation for an initial 6 months. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining--

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs
-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Autoliv

For Autoliv, Bangalore

Authorized Signatory



Offer: Computer Consultancy
Date: 09/08/2021

AYUSH SHARMA
MAIN ROAD SUBASH CHAUK CAPTAIN GANJ KHUSHI NAGAR

Dear AYUSH SHARMA

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Karaman Nagar, Madhavaihallu, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2515 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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

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



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

TATA CONSULTANCY SERVICES

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



i. 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 INR 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 INR 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.

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.

TATA CONSULTANCY SERVICES

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

TCS Career Service Line: 1800 209 3111 Email: careers@tcs.com

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

SAKSHI RANI

b -70/18 street no-6 kondli mayur vihar phase - 3 delhi

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd.** at **Gohana, Sonipat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining -

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonipat.

Authorized Signatory

Work Place - Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana - 131001 (INDIA)

Regd. Office - 9/53, Kirti Nagar, Indl. Area, New Delhi - 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



Offer Letter

Date: 21/10/2021

Dear VIKASH LOOH
Naya bans fatehpur sikri agra

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Student Success Specialist-Student Experience** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (Annexure A). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **21/10/2021**. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to **21/10/2021** the offer shall be deemed to be rejected by you. Please accept this offer in our HR portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Student Success Specialist-Student Experience
Department	Student Experience
Employment Type	Regular
Work Location	Bengaluru - Kalyani Tech Park

Total Annual Cost to Company : ₹ 289740

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company, 21/10/2021 failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head - Human Resources
Think & Learn Pvt. Ltd

Annexure - A

**Compensation
Details**

Name	VIKASH LODHI
Designation	Student Success Specialist-Student Experience
Date Of Joining	21/10/2021
Annual Cost To Company(CTC)	289740

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	
Research Allowance	Up to INR 30000 per annum	Non-taxable upon submission of required proofs
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 500 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer: Computer Consultancy
Date: 09/08/2021

DEVENDRA KUMAR
VILL-KHATRIPAR,POST MANIKPUR,HARAHUA,GHOSI ,MAU

Dear DEVENDRA KUMAR

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

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Tata Consultancy Services Limited

415/23-24, Kamaraj Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
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Registered Office: Nariman Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Career Services: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/- . 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

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i. 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 INR 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 INR 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.

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.

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Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

SHAIVYA SINGH
Village Kasimpur, Post Kaziambad Dist. Aligarh

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist**, SS Bottling Pvt. Ltd. at Gohana, Sonapat, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549d12018ptc337847



Offer Letter

Date: 12/12/2021

ANSHITA BANSAL
PILAKHINI LOHTA

Dear ANSHITA BANSAL,

We congratulate you on your selection as "Solution Developer Trainee" at InfoAxon Technologies. We look forward to your contribution in our pursuit of excellence.

InfoAxon is a young company with average age of employees below 30, all of whom share the same hope and aspirations. The culture and atmosphere is informal, conducive to creativity with lot of role to play around. The pressure may be high and the job demanding but we hope you'll find it exciting, stimulating and challenging.

You will be provided a gross remuneration package of INR 350000/- Salary per annum. You would be on probation for a period of 6 (Six) months. On successful completion of your probation period you would be confirmed. You are requested to join on or before 12/12/2021. Please indicate your acceptance by signing one copy of this letter and returning it to the company.

On acceptance of this offer, your appointment with the company will be on the basis of the standard terms and conditions as provided by this letter and the appointment letter. Based on your confirmation to join us, we are closing this position. In case you do not join us on the agreed date, it will be taken as breach of contract liable for legal action.

As a token of acceptance of our offer, kindly send us the confirmation email by 12/12/2021 evening. This offer is valid till 12/12/2021. Henceforth it will be considered as null and void.

We look forward to your accepting this offer and contributing into creating a global organization.


Yours sincerely,

For InfoAxon Technologies India Pvt. Ltd.

Authorized Signatory

InfoAxon Technologies India Pvt. Ltd.
08th Floor, Tradex Tower,
Plot No 15, Sector 125, Node-201301
Phone : +91 120 421 5889-73
Website: www.infoaxon.com



Annexure-I Compensation & Benefits	
Name	ANSHITA BANSAL
Designation	Solution Developer Trainee
Effective Date	12/12/2021
Location	Noida/Pune/Bangalore
Annual Cost To Company	350000/-
For InfoAxon Technologies India Pvt. Ltd.	
	



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

**RIMPLE NIGAM
VILLAGE CHANDPUR MUSTAFABAD VARANASI**

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist**, **SS Bottling Pvt. Ltd.** at **Gohana, Sonipat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For **SS Bottling Pvt. Ltd.**, Gohana, Sonipat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)

Regd. Office – 9/53, Kirti Nagar, Indf. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



Offer: Computer Consultancy
Date: 09/08/2021

GARVIT SINGH
GRAM POST SIKANDERPUR BLOCK CHAKIA CHANDAULI

Dear GARVIT 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 for 'TCS Digital' and we are pleased to make you an offer of employment.

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Komanan Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2515 Website: www.tcs.com
Registered Office: Nehru Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR 15,000/- 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 INR 7,500/- 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 INR 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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR 17,272/- per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbhar Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2535 Website: www.tcs.com

Registered Office: Nirmal Building, 16th Floor, Nariman Point, Mumbai-400 021

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



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbhari Nagar, Sholingalasia, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6016 2222 Fax: 91 44 6016 2555 Website: www.tcs.com

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

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



i. 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 INR **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 INR **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.

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.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumeen Nagar, Sholingur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

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

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

KIRAN SHARMA
25, Roshan Vihar, Sikandra Road, Agra

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd.** at **Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)

Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



Offer: Computer Consultancy
Date: 09/08/2021

Kartik Chaudhary
Mahimapur jalapur jaunpur

Dear Kartik Chaudhary

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be INR **358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6016 2222 Fax: 91 44 6016 2555 Website: www.tcs.com
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers ServiceLine: 1800 209 1111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR 15,000/- 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 INR 7,500/- 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 INR 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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR 17,272/- per month. This component is subject to review and may change as per TCSL's compensation policy.

2

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbhar Nagar, Sholinganallur, Old Mahabodipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2595 Website: www.tcs.com

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

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



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/- . 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

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CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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



i. 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.

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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.

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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 INR **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.

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

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

RETIRALS

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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.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbhar Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

TCS Careers ServiceLine: 1800 209 3311 Email: careers@tcs.com

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

KRATIKA

Vill shahgarhi post berni jalesar

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

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5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)

Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



Offer: Computer Consultancy
Date: 09/08/2021

Shashi Bhushan Nishad
B 112 AWAS VIKAS KICHHA UDHAM SINGH NAGAR

Dear Shashi Bhushan Nishad

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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1

TATA CONSULTANCY SERVICES

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COMPENSATION AND BENEFITS

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You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

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

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbakon Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office: Normal Building, 9th Floor, Nariman Point, Mumbai-400 021

TCS Career Service Line: 1800 209 3111 Email: careers@tcs.com



i. 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 INR **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 INR **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.

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.

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

TCS Career Services: 1800 309 3111 Email: careers@tcs.com

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

PRIYANKA
20, R K Puram , Dayal Bagh

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



Offer: Computer Consultancy
Date: 09/08/2021

SHIVAM KUMAR MISHRA
60/5/3 Azad nagar gali no. 5 Khandari Agra

Dear SHIVAM KUMAR MISHRA

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

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

TCS Careers ServiceLine: 1800 299 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

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PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

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

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Yours Sincerely,

For TATA Consultancy Services Limited



Girish V. Nandimath
Global Head Talent Acquisition & AIP

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



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

RAJAT YADAV
VILL LOHKARERA POST RUNKATA THANA SIKANDRA DIST AGRA

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



Offer: Computer Consultancy
Date: 09/08/2021

SHIVANGI TIWARI
60/5/3 Azad Nagar Gali no. 5 Khandari Agra

Dear SHIVANGI TIWARI

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

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COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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.

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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 INR **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

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Performance Bonus

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Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

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Yours Sincerely,

For TATA Consultancy Services Limited



Girish V. Nandimath
Global Head Talent Acquisition & AIP

Encl: Annexure 1: Benefits and Gross Salary
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S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

RITESH KUMAR

SS E transport nagar, sonkh road, pali khara

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonipat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

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Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonipat.

Authorized Signatory

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Corporate Identity Number : U15549dl2018ptc337847



Offer: Computer Consultancy
Date: 09/08/2021

SHUBHAM SINGH
VILLAGE MIDHAKUR POST MIDHAKUR AGRA

Dear SHUBHAM 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 for 'TCS Digital' and we are pleased to make you an offer of employment.

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

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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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Karamon Nagar, Sholinganallur, Old Mahabalipuram, Chennai-600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office: Normal Building, 9th Floor, Nariman Point, Mumbai-400 021

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



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/23-24, Kumbakonur Nagar, Sholinganallur, Old Mahabudipuram, Chennai-600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office: Narmal Building, 8th Floor, Nariman Point, Mumbai-400 021

TCS Career Service Line: 1800 299 3311 Email: careers@tcs.com



i. 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 INR **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 INR **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.

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.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

815/21-24, Kalamangal Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2535 Website: www.tcs.com

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

TCS Careers ServiceLine: 1800 209 1111 Email: careers@tcs.com



To,

ABHISHEK KUMAR SINGH
Hauzarpur

Dear ABHISHEK KUMAR SINGH

On behalf of the WELSPUN Floor Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Village- Chandanvelly, Mandal – Shabad, Shabad Road, Chandanville, Rangareddy – 501503, you will join the organization from 09/08/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs.345700/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Welspan

For Village- Chandanvelly, Mandal – Shabad, Shabad Road, Chandanville, Rangareddy – 501503

A handwritten signature in blue ink, appearing to read 'Singh', is written over a horizontal line.

Authorized Signatory



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

SHIVENDRA SUTEL
Village-Bansapar Post- majhauwa khurd ,basti

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd.** at **Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

**SHEETAL GAUTAM
DEVIPURAM NEAR RAJ INTER COLLEGE KEHRAI AGRA**

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd.** at **Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining -

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place - Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana - 131001 (INDIA)
Regd. Office - 9/53, Kirti Nagar, Indl. Area, New Delhi - 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



Offer Letter

Date: 12/12/2021

**AISHWARYA
NAGLA GOSAPURA ASVA FIROZABAD**

Dear **AISHWARYA**,

We congratulate you on your selection as "Solution Developer Trainee" at InfoAxon Technologies. We look forward to your contribution in our pursuit of excellence.

InfoAxon is a young company with average age of employees below 30, all of whom share the same hope and aspirations. The culture and atmosphere is informal, conducive to creativity with lot of role to play around. The pressure may be high and the job demanding but we hope you'll find it exciting, stimulating and challenging.

You will be provided a gross remuneration package of INR 350000/- Salary per annum. You would be on probation for a period of 6 (Six) months. On successful completion of your probation period you would be confirmed. You are requested to join on or before **12/12/2021**. Please indicate your acceptance by signing one copy of this letter and returning it to the company.

On acceptance of this offer, your appointment with the company will be on the basis of the standard terms and conditions as provided by this letter and the appointment letter. Based on your confirmation to join us, we are closing this position. In case you do not join us on the agreed date, it will be taken as breach of contract liable for legal action.

As a token of acceptance of our offer, kindly send us the confirmation email by 12/12/2021 evening. This offer is valid till 12/12/2021. Henceforth it will be considered as null and void.

We look forward to your accepting this offer and contributing into creating a global organization.


Yours sincerely,

For InfoAxon Technologies India Pvt. Ltd.

Authorized Signatory

InfoAxon Technologies India Pvt. Ltd.
8th Floor, Tridax Tower,
Plot No 15, Sector 125, Noida-201301
Phone - +91 120 421 5969-73
Website - www.infoaxon.com



Annexure-1 Compensation & Benefits	
Name	AISHWARYA
Designation	Solution Developer Trainee
Effective Date	12/12/2021
Location	Noida/Pune/Banglore
Annual Cost To Company	350000/-
For InfoAxon Technologies India Pvt. Ltd.	
	

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

**SACHIN SHARMA
BAROTH BANGAR MATHURA**

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonipat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonipat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



Offer: Computer Consultancy
Date: 09/08/2021

DEEPA TYAGI
H.no. 45, gayatri vihar, 100ft road, kalindi vihar, agra

Dear DEEPA TYAGI

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be INR **358700/-** per annum, as per the terms and conditions set out herein.

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

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

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbakonam Nager, Sholinganallur, Old Mahabalipuram, Chennai-600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office: Nirmaal Building, 9th Floor, Nariman Point, Mumbai-400 021
TCS Careers ServiceLine: 1800 299 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR 15,000/- 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 INR 7,500/- 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 INR 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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR 17,272/- per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kalamati Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

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PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbakonam Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

TCS Career ServiceLine: 1800 209 3111 Email: careers@tcs.com



i. 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 INR 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 INR 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.

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.

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

SHIVPRIYA

H.NO.- 12 POOJA MARKET OPP. SBI BANK SHAHANJ ROAD BODLA AGRA

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors.

This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**, You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

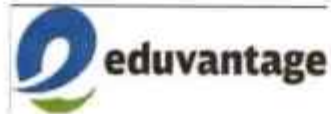
For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)

Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



To,

**RUBY SHARMA
VILL. KHEMAUPUR, POST CHANDESVAR**

Dear RUBY SHARMA

On behalf of the Autoliv Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Bangalore office, you will join the organization from 21/10/2021

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 280450 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*.
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs
-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Autoliv

For Autoliv, Bangalore

Authorized Signatory



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

PRIYA VERMA
2/202,namner cantt road

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd.** at **Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)

Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943

Corporate Identity Number : U15549dl2018ptc337847



PRIVATE & CONFIDENTIAL

AMAN KUMAR
S/O RAVENDRA SINGH

A 32 JAIRAM BAGH DAYAL
BAGH AGRA

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear AMAN KUMAR,

This is your Contract of Training/Apprenticeship ("**Contract**") and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

Corporate Office:
7th to 9th Floor, Tower C & D, Building
No. 14,
Sector 24 & 25 A
DLF Cyber City
Notified SEZ
DLF City
Gurgaon-122002

BT Global Business Services Pvt Ltd
CIN: U74140DL2014PTC268583
Registered Office:
11th Floor, Eros Corporate Tower
Opp. International Trade Tower
Nehru Place,
New Delhi - 110 019, India
Tel.: +91 11 4781 1111
Fax: +91 11 4103 4438

www.bt.com

**Appendix1 Table of
benefits**

Section Name	AMAN KUMAR
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



Offer: Computer Consultancy
Date: 09/08/2021

TAMANNA SHARMA
INDRA NAGAR TRANS YAMUNA COLONY RAMBAGH AGRA

Dear TAMANNA SHARMA

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be INR **358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nager, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office: Narval Building, 9th Floor, Narval Point, Mumbai 400 021

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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

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PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

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i. 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 INR **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 INR **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.

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.

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Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



Offer: Computer Consultancy
Date: 09/08/2021

VARANJAI TYAGI
VILLAGE PACHPEDA POST PIDAURA DISTRICT ETAH UP 207401

Dear VARANJAI TYAGI

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be INR **358700/-** per annum, as per the terms and conditions set out herein.

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

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

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COMPENSATION AND BENEFITS

BASIC SALARY

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PERFORMANCE PAY

Monthly Performance Pay

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TCS Career ServiceLine: 1800 209 3111 Email: careers@tcs.com



i. 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 INR **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.

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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.

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4

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Yours Sincerely,

For TATA Consultancy Services Limited



Girish V. Nandimath
Global Head Talent Acquisition & AIP

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



Offer: Computer Consultancy
Date: 09/08/2021

AMAN VERMA
VILLAGE PACHPEDA POST PIDAURA DISTRICT ETAH UP 207401

Dear AMAN VERMA

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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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 INR 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.

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.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbhar Nagar, Sholinganallur, Old Mahabalipuram, Chennai-600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office: Nirmaal Building, 9th Floor, Nariman Point, Mumbai-400 021

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

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



Offer: Computer Consultancy
Date: 09/08/2021

AFREEN KHAN
VILL JARELIYA POST HASANPUR TEH MANT DIST MATHURA UTTAR PRADESH 281205

Dear AFREEN KHAN

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91-44-6616-2222 Fax: 91-44-6616-2555 Website: www.tcs.com
Registered Office: Normal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers ServiceLine: 1800-209-3711 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kammam Nagar, Sholinganallur, Old Mahabalipuram, Chennai-600 119 Tamil Nadu, India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

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



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis.

This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kamaraj Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2515 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



i. 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 INR **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.

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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 INR **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.

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Professional Memberships

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

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.

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Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



To,

**GURDAYAL
KRISHNAPURAN, NEW DEV NAGAR, KHANDARI**

Dear GURDAYAL

On behalf of the WELSPUN Floor Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Village- Chandanvelly, Mandal – Shabad, Shabad Road, Chandanville, Rangareddy – 501503, you will join the organization from 05/01/2021 -

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs.321020/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Welspun

For Village- Chandanvelly, Mandal – Shabad, Shabad Road, Chandanville, Rangareddy – 501503

A handwritten signature in blue ink, appearing to read 'Singh', is written over a horizontal line.

Authorized Signatory



Offer: Computer Consultancy
Date: 09/08/2021

AJIT SINGH
B 502 B-BLOCK KALINDI VIHAR

Dear AJIT 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 for 'TCS Digital' and we are pleased to make you an offer of employment.

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumeran Nagar, Sholinganallur, Old Mahabudipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

TCS Career Service Line: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

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415/21-24, Kumbharli Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

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PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

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You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

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You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbhar Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2155 Website: www.tcs.com

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

TCS Career Services: 1800 209 3111 Email: careers@tcs.com



i. 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 INR **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 INR **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.

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.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kharakpur Nagar, Sholinganallur, Old Mahalingapuram, Chennai 600 119 Tamil Nadu India

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TCS Careers ServiceLine: 1800 299 3111 Email: careers@tcs.com

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

**SHORABH
BIRPUR GHAZIPUR UP**

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd. at Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining -

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place - Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana - 131001 (INDIA)
Regd. Office - 9/53, Kirti Nagar, Indl. Area, New Delhi - 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



APPOINTMENT LETTER

To,

**VAISHNAVI SINGH
40/83 RAJEEV NAGAR
KODIYA KHAR
DAYAL BAGH AGRA**

Dear VAISHNAVI SINGH,

On behalf of the SATA VIKAS Company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Palwal, Haryana, you will join the organization from 15/04/2022

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 234570/-

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*.
- Last 3 month Pay slips of previous employer*.
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with Sata Vikas

For SATA VIKAS, Palwal, Haryana

Authorized Signatory



Offer: Computer Consultancy
Date: 09/08/2021

AKASH
61A , gendatal colony, devratha no.1, shahganj

Dear AKASH

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

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COMPENSATION AND BENEFITS

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1. House Rent Allowance (HRA)

Your HRA will be INR **7,500/-** 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.

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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.

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4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

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PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kamaraj Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

TCS Carees ServiceLine: 1800 209 3111 Email: carees@tcs.com



i. 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 INR 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 INR 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.

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.

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Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



Offer Letter

Date 21/10/2021

Dear CHANDRAVIR SINGH
H NO 46 SECTOR 7 AVAS VIKAS COLONY BODLA SIKANDRA AGRA

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Student Success Specialist-Student Experience** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (Annexure A). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **21/10/2021**. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to **21/10/2021** the offer shall be deemed to be rejected by you. Please accept this offer in our HR portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Student Success Specialist-Student Experience
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Total Annual Cost to Company : ₹ 289740

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company, 21/10/2021 failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head - Human Resources
Think & Learn Pvt. Ltd

Annexure - A

**Compensation
Details**

Name	CHANDRAVIR SINGH
Designation	Student Success Specialist-Student Experience
Date Of Joining	21/10/2021
Annual Cost To Company(CTC)	289740

**Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details*

***Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.*

****PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.*

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	
Research Allowance	Up to INR 30000 per annum	Non-taxable upon
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	submission of
Driver Allowance	Up to INR 900 per month	required proofs
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer: Computer Consultancy
Date: 09/08/2021

APARNA SHARMA
52 SHAKUNTLA NAGAR PRATAP NAGAR AGRA

Dear APARNA SHARMA

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR 15,000/- 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 INR 7,500/- 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 INR 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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR 17,272/- per month. This component is subject to review and may change as per TCSL's compensation policy.

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PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

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415/23-24, Kamaraj Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

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Registered Office: Nirmal Building, 10th Floor, Nariman Point, Mumbai 400 021

TCS Career ServiceLine: 1800 299 3111 Email: careers@tcs.com



i. 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 INR **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 INR **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.

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.

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Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



Jay Bharat Maruti

To,

AARYAN KAPOOR
00 GRAM JAGMOHANPUR, AHERIPUR

Dear AARYAN KAPOOR

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of Trainee Executive at Sector 18 Gurgaon, Haryana, you will join the organization from 12/12/2021

We welcome you to our company and wish you all the best for your future endeavors.
This offer is provisional in nature and the regular letter of appointment shall be provide to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 244000 (P/A)

You shall be on probation for an initial 6 month. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining-

- Qualification Documents (All MarkSheets from 10th to Last)
- Work Experience Certificates or Relieving Letter of previous Employers*
- Last 3 month Pay slips of previous employer*
- Last 6 months bank statement.
- Address Proof (Aadhar Card is preferred)
- Pan Card (Original with Photocopy)
- 3 Photographs
-

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **Jay Bharat Maruti**

For Jay Bharat Maruti , Sector 18 Gurgaon, Haryana

Authorized Signatory



To
SMRATI DITHONIA
A/11 DURGA NAGAR RAJPUR CHUNGI

Sub: Your offer of Employment in eORIGAMI SOFTWARE PVT LTD

Dear **SMRATI DITHONIA**

Welcome to eORIGAMI!

It gives us immense pleasure in inviting you to join eORIGAMI Software Private Limited. ("eORIGAMI" or the "Company") as one of its valuable member. We believe that the growth of an organization is fuelled by the enthusiasm and energy of people who are willing to invest into its future. We therefore believe that all our employees are truly our ASSOCIATES in our road to the future. We are happy that you are one such Associate joining us in our efforts to create a truly global organization.

We are pleased to inform you that you have been offered an employment in eORIGAMI as **Jr. Software Engineer**, and you would report on your joining to **Mr. Yashwanth Reddy H, President - Operations**. You will operate out of our office located at **Bangalore**.

We prefer you to join us on **12/12/2021**

We wish to share with you the detailed terms and conditions which will govern your employment with eORIGAMI and also Associate related guidelines applicable to all eORIGAMIians including you. All these Terms and Conditions are subject to change based on business requirements and you shall abide by the updated policies. Please note that your appointment is subject to background check /reference check/pre-employment checks as applicable.

eORIGAMI observes a 5-day week with Saturday and Sunday as weekly holidays. The office hours are from 09:00 AM to 06:00 PM, with staggered lunch break of 30 minutes between 12:00 PM and 12:30 PM. Associates are expected to follow the client's working hours and holidays while on deputation to client's site in India/on-site. In the event an Associate fails to register their attendance consecutively for 3 working days, without any prior notice to their immediate manager or concerned HR, eORIGAMI shall initiate appropriate disciplinary action against the Associate as per eORIGAMI policy. eORIGAMI reserves the right to registering a MAN MISSING complaint with the Police Department, in such cases.


(Signature of Associate)

Registered Office Address: No. 07, AASHRAYAA ONYX, 7th Cross Rd, Duo Heights Layout, Devanahalli, Bengaluru, Karnataka - 560068

1. Compensation & Benefits:

You will receive a total compensation of **Rs. 450500/-** per annum. The compensation package consists of:

2. Position Linked Benefits:

We wish you all the very best and look forward to a long and mutually beneficial association.

Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter.

Yours sincerely,
for **eORIGAMI Software Private Limited**,

YASHWANTH REDDY
President - Operations

I have carefully read and understood the above offer terms including the terms contained in Annexure I and agree that the provisions of this letter and the Annexure I are reasonable and necessary and accept the same irrevocably and unconditionally.

Signature : 
Name : Yashwanth Reddy K



Offer: Computer Consultancy
Date: 09/08/2021

CHANDRAPAL
326 BAPU NAGAR KHANDARI AGRA

Dear CHANDRAPAL

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be INR **358700/-** per annum, as per the terms and conditions set out herein.

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

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

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COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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.

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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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

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Monthly Performance Pay

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Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

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i. 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 INR 12,00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

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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.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Karaman Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

TCS Career Services Line: 1800 209 2111 (Email: career@tcs.com)

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



Offer: Computer Consultancy
Date: 09/08/2021

HARI KRISHNA SHARMA
23/567 WAZIR PURA AGRA

Dear HARI KRISHNA SHARMA

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

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COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

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PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

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i. 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 INR 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.

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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.

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For TATA Consultancy Services Limited



Girish V. Nandimath
Global Head Talent Acquisition & AIP

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



PRIVATE & CONFIDENTIAL

RAJA BABU GUPTA
S/O RAJESH GUPTA

RAM NAGAR, SADABAD,
HATHRAS

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear RAJA BABU GUPTA,

This is your Contract of Training/Apprenticeship ("**Contract**") and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

Corporate Office:
7th to 9th Floor, Tower C & D, Building
No. 14,
Sector 24 & 25 A
DLF Cyber City
Notified SEZ
DLF City
Gurgaon-122002

BT Global Business Services Pvt Ltd
CIN: U74140DL2014FTC268583
Registered Office:
11th Floor, Eros Corporate Tower
Opp. International Trade Tower
Nehru Place,
New Delhi - 110 019, India
Tel: +91 11 4781 1111
Fax: +91 11 4103 4438

www.bt.com

**Appendix1 Table of
benefits**

Section	Name	RAJA BABU GUPTA
1.	Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2.	Start Date	21/10/2021
3.	Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B.	Temporary Place of Work	NA
4.	Stipend	As set out below
5.	Next Stipend Review date	On successful completion of apprenticeship/training
6.	Annual Leave	21
7.	Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



Offer: Computer Consultancy
Date: 09/08/2021

HIMANSHU PRATAP SINGH
VILL NAGLA SAWLA POST MANKENDA

Dear HIMANSHU PRATAP 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 for 'TCS Digital' and we are pleased to make you an offer of employment.

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be INR **358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

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Tata Consultancy Services Limited

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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 INR 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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HIS offers the following benefits:

1. Basic Cover

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

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i. 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 INR **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.

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Global Head Talent Acquisition & AIP

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Offer: Computer Consultancy
Date: 09/08/2021

KM PRIYANKA GAUR
VILLAGE GARHI SAMANTA POST NAWALI MANT MATHURA

Dear KM PRIYANKA GAUR

Sub: Letter of Offer

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

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

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

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.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumbhari Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office: 33rd Floor, Nariman Point, Mumbai 400 021
TCS Careers ServiceLine: 1800 209 3111 Email: career@tcs.com

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

TILAK SINGH
FLAT NO.-217, PRAGATI APPARTMENT, PASCHIM VIHAR, NEW DELHI

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist, SS Bottling Pvt. Ltd.** at **Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of Joining.

For **SS Bottling Pvt. Ltd., Gohana, Sonapat.**

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



Offer: Computer Consultancy
Date: 09/08/2021

KUNAL TIWARI
AKRABAD AKRABAD ALIGARH

Dear KUNAL TIWARI

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be INR **358700/-** per annum, as per the terms and conditions set out herein.

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

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

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kuzhmarai Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

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COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

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PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

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i. 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 INR 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 INR 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.

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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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Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



Offer: Computer Consultancy
Date: 09/08/2021

LAKHAN SINGH
3/527/5 SUHAG NAGAR FIROZABAD

Dear LAKHAN 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 for 'TCS Digital' and we are pleased to make you an offer of employment.

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

1

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

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Yours Sincerely,

For TATA Consultancy Services Limited



Girish V. Nandimath
Global Head Talent Acquisition & AIP

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



Offer Letter

Date 21/10/2021

Dear MUSKAN SHARMA
Village Nagia Sada , Bagai ,Firozabad

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Student Success Specialist-Student Experience** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (Annexure A). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **21/10/2021**. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to **21/10/2021** the offer shall be deemed to be rejected by you. Please accept this offer in our HR portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Student Success Specialist-Student Experience
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Total Annual Cost to Company : ₹ 289740

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company, 21/10/2021 failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head - Human Resources
Think & Learn Pvt. Ltd

Annexure - A

**Compensation
Details**

Name	MUSKAN SHARMA
Designation	Student Success Specialist-Student Experience
Date Of Joining	21/10/2021
Annual Cost To Company(CTC)	289740

**Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details*

***Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.*

****PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.*

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	
Research Allowance	Up to INR 30000 per annum	Non-taxable upon submission of required proofs
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip.
- Detailed guidelines on these will be shared post your onboarding.
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above.
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window.
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one.
- 'Special Allowance' component is a part of taxable income.



OFFER LETTER

SHRIJEE AGARWAL
preet vihar colony near GLP hospital etawah

Dear **SHRIJEE AGARWAL**,

We are pleased to appoint you as Trainee - Engineer in Worldline Global Services Private Ltd. (WGS) based at Pune on the following terms and conditions:

1. DATE OF APPOINTMENT:

Your appointment is effective from 10/12/2021

2. EMOLUMENTS: (please refer the annexure for more details of your salary).

2.1 Salary:

You will be paid a Basic monthly salary of **Rs. 412020/-** per annum.

2.2 Basket of Allowance:

You will be paid a fixed Basket of Allowance of **Rs. 8,797/- (Eight Thousand Seven Hundred Ninety Seven)**.

2.3 Performance Pay:

You shall be entitled to performance pay as indicated in the annexure based on companies and your individual performance.

2.4 Provident Fund:

You will be covered under the Provident Fund Scheme operating in the Company, and will be governed by the rules and regulations of the Provident Fund Act - 1952 as applicable from time to time.

2.5 Group Personal Accident Insurance:

You will be covered under the Group Personal Accident Insurance policy of the Company against Death / Disablement caused due to accidents.

2.6 Group Mediclaim Scheme:

During your tenure with the Company you and your family will be covered under our Group Mediclaim Scheme and governed by the rules & regulations framed under such policies as applicable from time to time.

2.7 Life Term Insurance Policy:

You will be covered under the Life Term Insurance Policy of the Company.

2.8 Gratuity:

You will be entitled to Gratuity as per the Gratuity Act 1972 and in accordance with the rules governing such payments.

3. DUTIES:

- a) You will report to **Senior Manager** for instructions and duties. The Management reserves the right to assign to you such other duties and responsibilities, both inside and outside the office premises, as may be considered necessary, from time to time in the Company's interests.
- b) You represent and warrant to the Company that you are under no obligations or commitments, whether contractual or otherwise, that are inconsistent with your obligations under this Agreement.

4. PROBATION:

You will be on probation for a period of 12 months from the date of your appointment and the management reserves the right to extend the period. The salary or the accumulated leave will not be adjusted against the notice pay. You will continue to be on probation until your services are confirmed in writing. If you resign during your probation period of 12 months, then you will have to pay the bond amount as per the company policy & serve 3 months of notice period.

5. TERMINATION AND DISMISSAL:

- a) Notice Period: On confirmation, either party's will be required to give a notice of 3 months for separation. The Company may, at its sole discretion terminate the services by giving the salary in lieu of the notice period. The Management however shall have the sole discretion to change such period of notice, as it deems appropriate. Servicing notice period is mandatory.
- b) The Management shall have the right to remove you from this position during the entire notice period or part thereof. In such event, your rights and obligations under this Contract shall remain in force and you shall consequently observe the provisions on competition restriction and confidentiality etc, as set forth in this Contract.
- c) The Company shall have the right to dismiss you with immediate effect if you have grossly neglected your obligations to the Company or otherwise committed a material breach of contract.
- d) You shall be obliged to inform a person, appointed by the Company, of all circumstances regarding the Company's business that you are familiar with, in order to reduce the risk of disruption in the business as a result of your leaving this position.
- e) Upon termination of the employment, irrespective of the reason therefore, all obligations of the Company will expire, including but not limited to the obligation to pay pension premiums, unless otherwise expressly stated in this Contract.

Please note that that this appointment is subject to clearance of the following:

- f) Background Verification – Your appointment is conditional upon completion of satisfactory reference and background checks (education, employment history & other details furnished by you in your application). In case any information given by you is found to be false or incorrect at any point in time of your employment, the appointment would be deemed void-ab-initio and liable for termination without notice or salary in lieu thereof

6. LEAVE:

You will be entitled to Earned Leave (privilege leave) as per the company policy.

7. AGE OF RETIREMENT:

As per the revised company policy all the employees will superannuate at the age of 60.

8. TRANSFER:

Your services are liable to be transferred to any other Departments, Branches, Sites, Sister Companies or any of their branches in India. On your transfer, you will be governed by the company's rules applicable to the establishment to which you are posted.

9. INCREMENTS:

Increments will not be automatic, but will be at the discretion of the Management, and will depend on the individual and Company performance.

10. SERVICE RULES:

a. Other Work

Your whole time and attention should be devoted to the interests of the Company and you shall devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part-time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business during the employment with the Company without permission in writing of the Management of the Company.

You will be guided by the Company's policies and procedures which the management may modify or change as it may deem fit from time to time.

b. Secrecy

You will not at any time, while in service, without written consent of the CEO, and thereafter for a period of 2 years from the cessation of your employment, for whatever reason, shall not disclose or divulge or make public, except on legal obligations, any information regarding the Company's affairs, business, plans,

Administration or research carried out whether the same may be confided to you or become know to you in the course of your service or otherwise. Information means and includes without limitation all and any data, know-how, formulae, processes, designs, photographs, drawings, specifications, programmes, samples, trade secrets, intellectual property and all information of whatever description and any other material bearing or incorporating any information concerning or relating to the Company, its assets, properties, plans, processes, finances, methods, operations, market strategy, marketing and pricing information, customer or consumer databases, pricing or other policies, business and business plans, intellectual property, and also includes all documents, agreements, sales charts, cost projections and analyses, pricing models, financial and tax information, business, marketing and operational projections, plans and opportunities, product information, designs, identification of customers, vendors and suppliers, customer, vendor and distribution lists, business records and other books and records relating to or concerning the Company.

You will adhere to the company's Information Security policy.

c. Intellectual Property

All ideas, inventions, design, software and all other intellectual property that may be developed by you or in the development of which you have played any role while you are in employment of the Company will solely and absolutely belong to the Company. You shall not be entitled to claim ownership of any rights on the same. In consideration of your salary, emoluments and other benefits drawn by you so long as you remain an employee of the Company, all your rights, if any, including, without limitation, all rights of creative authorship and other rights whatsoever shall stand assigned to the Company absolutely.

d. Past Records

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

11. NON SOLICITATION

During the term of the employment and thereafter for a period of 2 years from the cessation of your employment, for whatever reason, you shall not in any way directly or indirectly engage, hire or employ in any manner whatsoever, any of the Company's personnel or staff or solicit, entice or in any way induce such employees to associate themselves, whether as employees, consultants, advisors, partners or otherwise, with you or any organization that you may become associated, employed or affiliated, with, after cessation of your employment with the Company.

12. CONSEQUENCES OF BREACH OF TERMS:

Notwithstanding anything contained in Clause 4 and 5 above, should you contravene or breach any of the foregoing terms and conditions of service, the Company will be entitled to terminate your services forthwith, without compensation, notice period or salary in lieu thereof and without prejudice to other legal rights/remedies available to the Company.

The provisions under Clause 11 shall survive the cessation of your employment and shall remain in force for a period of 2 years thereafter.

You are requested to, please sign the duplicate copy of this letter and return it to us, signifying your acceptance of all the term contained here.

We are delighted to have to with us. We take this opportunity to welcome you to Worldline and look forward to your long and happy association with us.

For **WORLDLINE GLOBAL SERVICES PVT. LTD.**

Joseph Raj

Jose Raj
Senior Vice President and Head – HR



PRIVATE & CONFIDENTIAL

SHYAMENDRA SHARMA
S/O MOHAN LAL SHARMA

KAKRU KOTHI GALI 04
ANAND NAGAR
FIROZABAD

Date: 21/10/2021

TRAINEE ASSOCIATE (Trainee Associate Engineer Network - MID) CONTRACT

Dear SHYAMENDRA SHARMA,

This is your Contract of Training/Apprenticeship ('**Contract**') and contains a statement of the applicable terms of your training.

We are delighted that you have agreed to join us as a Trainee (Trainee Associate Engineer Network - MID). Once you have acknowledged these terms, this shall become a contract between you and the Company.

Please note that your engagement with us is subject to you having the right to work in India, completing the applicable registration requirements under law, and to our being satisfied that you have met all pre-engagement conditions. Any requirements under the Provisional Offer of Apprenticeship, that permit or require compliance after the commencement of your training, will continue to require compliance by you within timelines specified therein.

1. Commencement Date

1.1 For the purposes of your training, your engagement is with BT Global Business Services Pvt Ltd (Company) having its registered office at Eros Corporate Tower, 11th Floor, Nehru Place, New Delhi, 110019, India.

1.2 Your Training will be for a period of 12 months from the start date specified in Appendix 1. Your stipend for the term of twelve (12) months is **INR 245000** which shall be payable monthly in arrears directly into your nominated bank account. (Stipend). A complete breakdown of your Stipend/compensation package is set out at Appendix 1 of this Contract.

Corporate Office:
7th to 9th Floor, Tower C & D, Building
No. 14,
Sector 24 & 25 A
DLF Cyber City
Notified SEZ
DLF City
Gurgaon-122002

BT Global Business Services Pvt Ltd
CIN: U74140DL2014PTC168583
Registered Office:
11th Floor, Eros Corporate Tower
Opp. International Trade Tower
Nehru Place,
New Delhi - 110 019, India
Tel.: +91 11 4791 1111
Fax: +91 11 4103 4438

www.bt.com

**Appendix1 Table of
benefits**

Section Name	SHYAMENDRA SHARMA
1. Position	Trainee Associate (Trainee Associate Engineer Network - MID) reporting to Sneh Deep Jassal (EIN :611638876), Title: Technical Delivery Manager-MBNL, Ph:
2. Start Date	21/10/2021
3. Normal Place of Work	7th & 8th Floors, Tower C & D, Building No 14 Sector 24 & 25A, Gurugram 122016, India
3B. Temporary Place of Work	NA
4. Stipend	As set out below
5. Next Stipend Review date	On successful completion of apprenticeship/training
6. Annual Leave	21
7. Benefits	Group Medical Insurance Plan: Coverage of INR 6,00,000 for you; your spouse and 2 dependent children, as applicable to be availed as per the due process. Group Personal Accident Plan only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher. Group Term Life Insurance Policy only for yourself: 5 times of your annual stipend or INR 10,00,000, whichever is higher.

Yours sincerely,



Sai Kumar
Senior Manager - Talent Acquisition
For and on behalf of BT Global Business Services Pvt Ltd



Offer: Computer Consultancy
Date: 09/08/2021

MOHD SAQIB QURESHI
PARAM SINGH KA ADDA PACHPEDA DEHAT, LAKHANA, ETAWAH

Dear MOHD SAQIB QURESHI

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Kumaram Nagar, Sholingalur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Service Line: 1800 209 1111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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 INR **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.

4. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

TATA CONSULTANCY SERVICES

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415/21-24, Kamaraj Nagar, Sholinganallur, Old Mahabodipuram, Chennai 600 119 Tamil Nadu India

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TCS Careers ServiceLine: 1800 209 3311 Email: careers@tcs.com



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-28, Kumbhar Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2551 Website: www.tcs.com

Registered Office: Narmal Building, 90's Floor, Nariman Point, Mumbai 400 021

TCS Career Services: 1800 209 3111 Email: careers@tcs.com



i. 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 INR 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 INR 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.

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.

TATA CONSULTANCY SERVICES

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415/21-24, Kumbhar Nagar, Sholinganallur, Old Madhavaiapuram, Chennai 600 119 Tamil Nadu India

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TCS Careers Service: 1800 299 3311 Email: careers@tcs.com

Gratuity

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

Withdrawal of Offer

If you fail to accept the offer from TCSL within 15 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

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



Offer: Computer Consultancy
Date: 09/08/2021

MONIKA VERMA
5/16 sindhi colony ashok nagar

Dear MONIKA VERMA

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 358700/-** per annum, as per the terms and conditions set out herein.

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

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

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RETIRALS

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai-600 119 Tamil Nadu India

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Yours Sincerely,

For TATA Consultancy Services Limited



Girish V. Nandimath
Global Head Talent Acquisition & AIP

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



S.S. BOTTLING PRIVATE LIMITED

JOB OFFER LETTER

To,

**YASHI SINGH
SABJI MANDI BHARTHANA**

On behalf of the entire company, I'd like to say that it brings me great pleasure to formally offer you the designation of **Microbiologist**, SS Bottling Pvt. Ltd. at **Gohana, Sonapat**, you will join the organization from **09/08/2021**.

We welcome you to our company and wish you all the best for your future endeavors. This offer is provisional in nature and the regular letter of appointment shall be provided to you at the time of your joining after completion of joining formalities.

Your CTC would be Rs. 335400/-

You shall be on probation for an initial **6 month**. You are required the following original documents along with self-attested photocopies of each document at the time of joining for verification to the HR Department.

You are required to submit the following documents at the time of joining –

1. Qualification Documents (All Mark Sheets from 10th to Last)
2. Work Experience Certificates or Relieving Letter of previous Employers.
3. Last 3 month Pay slips of previous employer.
4. Last 6 months bank statement.
5. Address Proof (Aadhar Card is preferred)
6. Pan Card (Original with Photo copy)
7. 3 Photographs

As you are going to be an integral part of the company, we'll try to extend all possible support to you during your tenure.

Looking forward to having you with us and wishing you great success with **SS Bottling Pvt. Ltd.**

Kindly Confirm your Acceptance and date of joining.

For SS Bottling Pvt. Ltd., Gohana, Sonapat.

Authorized Signatory

Work Place – Khasra No 15/13, 15/14, 15/15(4-0), 15//18/1/1 15//18/1/2 & 15//23/1/1 Village Mehmood Pur,
Tehsil Gohana, Distt. Sonapat, Haryana – 131001 (INDIA)
Regd. Office – 9/53, Kirti Nagar, Indl. Area, New Delhi – 110015 Tel: +91-11-45072942, 25927392 Fax: +91-11-45072943
Corporate Identity Number : U15549dl2018ptc337847



Offer: Computer Consultancy
Ref: TCSL/DT20207222754/Chennai
Date: 05/08/2021

Mr. Vishal Saraswat
S/O Ashok Kumar Sharma Sabun Vibhag Lane,
Opp: Telephone Exchange,
Akbarpur-224122,
Uttar Pradesh,
Tel# 91-9010060337

Dear Vishal Saraswat,

Sub: Letter of Offer

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

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

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

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

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

TCS Confidential
TCSL/DT20207222754

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

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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.



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 Xpire / Xperience 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.

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:

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.

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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.



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 recommended 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.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve

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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 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

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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. 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 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.

12. 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.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your

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day-to-day conduct as an associate of TCSL.

14. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. 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.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. 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.

18. 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.

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19. 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)
- 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)

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*Passport
*NSR E-Card

20. 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. 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.

21. 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.

22. 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 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.

23. 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.

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24. 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 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. 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 overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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	Vishal Saraswat
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

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 / Xperience Program.

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

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



Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p>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, CHANDARA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th Floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati - 781006,Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p>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</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - II/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p>	



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.



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 filing 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.



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. 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.

8. 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.



9. 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.

10. 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 or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(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.



Offer of Employment | Amdocs India | Akansha Pandey

_IndiaTAdmin
To: <akankshapandey242@gmail.com>

Wed, 4 Aug 2021 at 4:52 p.m.



Dear Akansha,

We are pleased to extend the offer of employment to you with Amdocs.

With your skills and background, you are an ideal fit for this position. We hope you will enjoy your role and make a significant contribution to our overall success.

The terms of employment are set forth in the attached offer letter.

Please take time to review the same as it includes important details about your compensation, benefits and the terms and conditions of your anticipated employment with us.

Would request you to maintain confidentiality about your offer by not disclosing the compensation or any other details pertaining to the offer.

Please reply to this email with your acceptance.

Also, request you to please complete your onboarding within 48 hours. You will receive a separate email with the onboarding link from the Amdocs portal.

Background Verification

cFIRST is our official vendor partner for Background Verification (BGV). You will receive an email for Background verification process on your personal email. Please make sure you respond to the emails on time and provide all the required information, in order to complete your BGV on time.

Below are the details for your joining and induction:

Date	26 th Aug, 2021
Time	10:00 AM
Venue	Virtual Onboarding

We are eager to see you achieve great milestones at Amdocs. Good luck!

About Amdocs: Amdocs is driving our increasingly connected digital society forward by utilizing the creativity of our 27,000 employees and the power of our innovative, award-winning technology. With almost 40-years of unparalleled industry expertise, Amdocs is a trusted partner to the world's leading communications and media companies, serving more than 350 service providers in over 80 countries.

Thank you,

Talent Acquisition Team

Amdocs India



On-Graph Technologies Pvt. Ltd.

9th July'2021

PRIVATE AND CONFIDENTIAL

Dear **Mr Uday**,

We are pleased to offer you employment with On-Graph Technologies Private Limited, a company incorporated under the laws of India (the "Company"), as a **Software Analyst**. We believe your background and abilities will be an asset to the Company and will offer a mutually beneficial opportunity for both you and the Company.

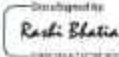
The proposed commencement date is **12th July'2021**. The position will be based in the Company's Jaipur branch and reports to **Mr Mukesh Yadav**,

As a member of our team, you will receive compensation, including an annual salary of **INR 1,80,000/-**

The terms and conditions associated with the position are fully detailed in a separate employment contract. This offer letter details some of the terms of the position, which are embodied in the contract, but does not itself represent your contract of employment.

We are very delighted about having you join the Company in this exciting position and trust that you will find it both challenging and rewarding.

Thanks,



Rashi Bhatia

Sr Executive - HR

On-Graph Technologies Private Limited

Accept Date : _____

(Mr Uday Kumar Gupta)

Salary Break Up

CTC PA INR
180,000.00

15,000.00
- 10% Bonus
15,000.00

BASIC	90,000.00	7,500.00
HRA	54,000.00	4,500.00
CONVENYANCE	19,200.00	1,600.00
MEDICAL	15,000.00	1,250.00
REIMBURSEMENTS	1,800.00	150.00
Total	180,000.00	15,000.00

Less EPF 2,520.00
Less ESIC 113.00
Less Mediclaim - Monthly Approx

In Hand Salary 12,367.00



Registered Office:
Cessini Technology Pvt.Ltd Merlin Infinite DN-51,
DN Block Sector V, Kolkata
Email id: info@cessini.com
www.cessini.com

Kolkata (INDIA)

Dear **Raj Kumar Yadav**, Date: 10/05/2021

It is my pleasure to inform the following offer as Part on behalf of Cessini Technology Pvt. Ltd, further to the interview and discussions you have had with us. You are expected to start work with us on 11th May, 2021 at park street office but can be transferred to any of our branches as per company's requirement.

You are appointed to the position of **Application Engineer** as **internship pre-employ** for Frontend Infrastructure in this capacity, you will report directly to the Technology Head. As a * **Part Application Engineer*** your starting monthly stipend will be Rs. 18,000/- for 24 months as pre employ excluding deductions after that you will be working as **Application Engineer** executive as a permanent employment as per further discuss.

The shift timings will be based on process / project requirement as and when explained to you by your superiors but working hours will be of 9 hours a day through Monday-Friday and Saturday half day.

You will be on a probation period of three (4) months from the date of your joining the company, where after, if your services are found satisfactory, you will be confirmed by means of a written intimation. The management reserves the right to reduce, dispense with or extend your probation period at its absolute discretion. During the probation period, the company may also discontinue your services by serving you 15 days' notice without assigning any reason for the same.

After successful completion of the probation and review thereof, you will be entitled to other allowances and benefits whatsoever as per the policies of the organization. You shall receive your payments on or before the 5th of every month.

You will need to submit all self-attested qualification documents, residential proof, address proof, relieving documents and salary slip of last three months (if any), recent passport size photo (3 nos) on the date of joining.

You are also requested to sign this letter, signifying your acceptance of the same, for our records.

We look forward to an enduring relationship with you.

AUTHORISED

Arvindam Gupta

SIGNATORY

Chief Operation Engineer
Cessini Technology Pvt Ltd (INDIA)



Sub Office: Cessini Technology Pvt. Ltd, 25C, Elliot Road,
Kolkata- 700016 Contact: 9838465083 / 9874633114.

Email id: info@cessini.com



10-April-2021

To:

Ravi Bharti
Vill Shahapur Post Nauhara,
Tahsil Phoolpur,
Dist Azamgarh,
U.P, India- 223222

Dear Ravi,

Hearty Congratulations!

We are pleased to extend an offer of 2 months Training, and upon successful completion of training, 6 months of Internship which will be followed by full time employment, with **Aganitha Cognitive Solutions Private Limited**, at our office in **Hyderabad, India**.

To avail the offer, you need to sign and submit the acceptance note section available at the end of this offer letter, along with the documents listed in Schedule C by **April 17, 2021**.

Your Training and Internship conditions are as follows:

1. You will be entitled to a monthly stipend of Rs. 10,000 (Rupees Ten Thousand) during training and Rs. 25,000 (Rupees Twenty Five thousand) during internship, subject to applicable taxes and proration for any time taken off.
2. Your starting salary and allowances as a full-time employee will be Rs. 4,00,000 (Rupees Four Lakhs) per annum as identified in Schedule A. Note that your salary figures are confidential and must never be shared or discussed with others outside of your immediate family.
3. Your salary includes a performance bonus (variable) determined and paid annually as per the company's incentive & bonus plan.
4. You will be provided company-rented accommodation for a period of 10 days as a one-time benefit upon relocation.
5. Failure to report to work within the stated timeline with the required documentation (listed in Schedule B) will result in an automatic withdrawal of this offer.
6. Your Training, internship & employment is subject to the company rules, policies and regulations, which may be amended from time to time, at the sole discretion of Aganitha Cognitive Solutions.

☎ +91 40 4853 6628

✉ info@aganitha.ai

🌐 aganitha.ai

📍 iSprout Business Centre,
Modern Profound Tech Park,
Office No. 201, Second Floor, Survey No 3,
Kondapur, Hyderabad 500 032, India.

7. You are required to demonstrate satisfactory performance, as assessed by your reporting manager, to qualify for transition from training to internship and from internship to full-time employment.
8. You are required to sign at the time of joining a detailed internship/employment agreement consisting of: Protection of company confidential information; non-compete and non-solicitation conditions; general terms and conditions relating to internship/employment.
9. Any concealment of material facts from the company, falsification of information you provide to the company, or disclosure of your internship/employment terms to other interns/employees shall result in immediate termination of your services.
10. Company reserves the right to get the background check done at its discretion.

Aganitha is a rapidly growing organization and we seek to attract and retain the most talented professionals whose contributions will make a significant difference in our success. We look forward to working with you.

Yours sincerely,



Prasad A Chodavarapu

Managing Director

For and on behalf of Aganitha Cognitive Solutions Pvt Limited

Acceptance note

I accept the offer of Training, Internship & Full-time employment at Aganitha Cognitive Solutions Private Ltd. on the terms and conditions described above.

Signature: _____ Date: _____

My start date is: _____

+91 40 4853 6628 info@aganitha.ai aganitha.ai

iSprout Business Centre,
Modern Profound Tech Park,
Office No. 201, Second Floor, Survey No 3,
Kondapur, Hyderabad 500 032, India.



Schedule A: Salary & Allowances

Name: Ravi Bharti

Item	Monthly	Annualized
Basic	16,666.67	2,00,000.
HRA	6,666.67	80,000.
Conveyance	1,600.	19,200.
Medical	1,250.	15,000.
LTA	2,000.	24,000.
Education Allowance	200.	2,400.
Special Allowance	65.38	784.62
Monthly Gross	26,448.72	3,41,384.62
Performance Bonus determined and Paid Annually		25,000.
Statutory		
Provident Fund (Employer)	2,000.	24,000.
Gratuity	801.28	9615.38
Total CTC		4,00,000.

Employee Deduction Components	Amount ₹ (Annualized)
PF Employee (Gross)	24,000.
PT (Gross)	2,400.
TDS	All personal taxation will have to be deducted at source as per the Indian Tax Laws

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aganitha.ai

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Schedule B: Documents to be submitted at the time of joining as a Trainee

Here is the list of documents that you need to bring on the date of joining. Please bring originals as well as self-attested photocopies of all listed documents. Originals will be returned to you immediately and the photo-copies will be retained for the company's employee records:

1. Proof of identity, date-of-birth and address:
 - Aadhar card (preferred) or
 - Passport (must be currently valid)
2. For tax with-holding:
 - PAN card, if available, or
 - Copy of PAN application (for now; PAN card needs to be obtained before first month's pay is due)
3. Academic certificates:
 - All degrees obtained along with mark lists. If the final degree certificate is yet to be issued, you can submit the last available marks list at the time of joining.
 - School leaving certificate
4. Three recent passport size color photographs
5. Self-attested resume with full work experience and academic credentials.
6. Previous Employer Record (if applicable):
 - Latest Pay slip from the last employer
 - Work Experience certificate from all previous employers
 - Appointment letters from all previous employers
 - Relieving letters from all previous employers

Check all details for 100% accuracy before submitting.

+91 40 4853 6628

info@aganitha.ai

aganitha.ai

iSprout Business Centre,
Modern Profound Tech Park,
Office No. 201, Second Floor, Survey No 3,
Kondapur, Hyderabad 500 032, India.

Schedule C: Documents to be submitted along with Acceptance of the Offer

1. A copy of this offer letter, signed on every page along with a signature in the acceptance note section.
2. One recent passport size color photograph.

+91 40 4853 6628

info@aganitha.ai

aganitha.ai

iSprout Business Centre,
Modern Profound Tech Park,
Office No. 201, Second Floor, Survey No 3,
Kondapur, Hyderabad 500 032, India.





12/19/2021

Vartika Mishra

Dear Vartika,

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

DXC Technology India Private Limited (formerly known as CSC Technologies India Private Limited)
CIN: U72900T162019FTC162486
Registered Office:
Unit 13, Block 2, SDF Buildings, MEPZ-SEZ, Taramani Saratnam, Chennai (Tamil Nadu) - 600 045.
Ph: +91-44-22628080 / 22623680, Fax: +91-44-22626171
Website: www.dxc-technology.com



12/19/2021

Vartika Mishra
122/642
Shastri Nagar, 208005
India

Dear Vartika,

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 DXC Technology India Private Limited of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 01/21/2022. Your job level at DXC is 3.

Your appointment with DXC Technology India Private Limited 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 Noida based on the information provided by your manager.

Compensation and Benefits

1.0 Salary

Your Fixed Gross Salary will be INR 360,000.00 per annum and Total Gross Salary will be INR 360,000.

1.1 Basic Pay

You will be eligible for a Basic Pay which will be INR ₹ 180,000.00.

1.2 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 Commission, wherever applicable.

1.3 Gratuity

You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

1.4 Insurance

Medical Insurance coverage is extended to employee, spouse and up to two children on a family floater basis for INR 500,000. You have an option to top it up by INR 200,000 or INR 400,000 or INR 600,000 or INR 800,000 by paying an additional premium. You can also cover parents/in laws by paying premium in the same floater. Group personal accident insurance (GPAP) coverage is 3 times of Fixed Gross Salary.



or INR 1,000,000 whichever is higher. Group term life insurance coverage is 2.5 times the Fixed gross salary. The premium payable for these insurance benefits forms a part of your compensation.

ESIC coverage is as per the provisions of the Employee State Insurance Act, 1948

1.5 Flexible Benefits

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 amount as mentioned in Fixed Gross Salary after allocation to (1) Basic Salary, (2) PF, (3) Bonus Advance, if applicable. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

Working Hours

The work timings are at the sole discretion of the Management and would normally consist of a 45 hours work week. These are subject to change as per business requirements. Same numbers of work hours are expected even when you are on an assignment abroad unless communicated otherwise by an entity of the company. The general working hours will be 9:00 am to 6:30 pm., Monday through Friday, with half hour break for lunch. Employees may also be expected to work in shifts based on business requirements.

Annual Earned Leave:

You are entitled to 15 days leave of absence on full pay per year and un-availed leaves are accumulative as per current Company policy. Other terms and conditions will be applicable to you as per the prevailing Leave Policy.

Paid Casual Leave:

The entitlement is for 12 days in a year. Other terms and conditions will be applicable to you as per the prevailing Leave Policy.

Holidays:

The Company observes 12 holidays in a year which may consist of fixed days of holidays and flexible ones and may be availed as per policy in force.

Transferability:

During your employment with the Company, your services can be transferred to any of the locations in India or abroad or any function or department or platform or technology within company offices or client locations or any associate or subsidiary company of the Company whether existing or to be set up in future on the same terms and conditions at the sole discretion of the Management. The benefits linked to such transfers will be governed by the respective Company policy in force from time to time.

Non-Disclosure:

Due to the proprietary nature of our products and services, all employees are expected to maintain the highest level of confidentiality and will be required to sign an agreement not to disclose any information with respect to the Company. Your salary details are confidential; failure to maintain confidentiality will invite disciplinary action and may even result in termination of your services as per the policy of the Company.

Business Code of Conduct and Ethics:

All employees are expected to maintain the highest level of ethical conduct and are required to sign our Code of Ethical Business Conduct / Conflict of Interest certificate. Any instance of improper conduct including but not limited to misconduct, gross negligence or abandonment of the position to which you have been appointed shall constitute sufficient grounds for immediate termination of your services without any notice or payment in lieu of.

**Information Security:**

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

Notice for Termination:

The written notice required for termination of employment by either party will be 3 months. You would be required to serve the stipulated notice period and early release would be at the sole discretion of the Management. In case you leave your employment without giving requisite notice, no relieving letter will be issued and settlement of dues will be at the sole discretion of the Management. However, under the Company's disciplinary procedure your services can be terminated without any notice period.

Service Agreement:

Post your joining, should you accept any specialized training whether in India or abroad, you will be required to commit to serve the Company for a minimum period of 12 months as per the Company policy. You will be required to enter into a Service Agreement, as per the Company's policy on Training, supported with a Guarantee in the form and manner decided by the Company. You are under no obligation to accept any training requiring a commitment to serve the Company on your part. However, once accepted by you, it will be a binding contract.

Retirement Age:

All employees on rolls of the Company will retire from the services of the company on reaching the age of 60.

Non-Smoking Policy:

Smoking is prohibited in the office premises other than the specifically assigned zones, if any.

Joining Requirements:

You are required to contact the HR department on the date you report for work and submit to them a copy of the following documents for joining:

- Relieving letter(s) / Acceptance of resignation from all your previous organizations
- Experience letter(s) from all your previous organizations
- Photocopies of all educational certificates (Class X onwards)
- Mark sheets / Consolidated mark sheets of all educational qualifications (Class X onwards)
- Three recent passport size photographs
- All relevant pages of your Aadhaar card, Passport, Driving License and PAN card
- Last month Pay-slip of your last organization / Form 16 of the last financial year / Last month bank statement depicting salary credit from your last organization

Please bring originals of all documents which will be returned to you after verification except service agreement which will be retained by the Company (if applicable).

This offer/appointment is subject to the condition that you indemnify and also certify that all the information (like educational qualifications, work experience, past salary drawn and all other information) supplied by you to the Company to get an employment with the Company, is accurate and nothing has been given untrue. If it is later found that you had supplied inaccurate/untrue/false information, then the Company reserves the right to terminate your services without any notice and seek appropriate damages or reimbursement of financial expenses incurred towards your training, relocation, any other allowances, etc. This is without prejudice to any other rights which the Company may have against you.



The Company reserves the right to change the terms and conditions of your employment and its policies and procedures at any time.

Please sign a duplicate copy of this letter confirming your acceptance of the above terms and conditions of appointment and return it to us for office records.

We are excited about your decision to join the company and wish you a long successful career with the Company.

Annexure II

Flexible Benefits Plan Guidelines

Upon joining, subject to total salary entitlement, employee has the option to re-structure the flexi salary by selecting from a pool of allowances given below.

House Rent Allowance

0 - 50% of annual basic salary. To be supported by at least one receipt per quarter (as proof of rent paid) from the landlord.

LTA

Can be claimed for Income Tax benefit twice in a block of 4 yrs as declared by IT Ministry. Maximum amount of Rs 2,00,000 per annum can be allocated.

Meal Coupon

Maximum of Rs 26,400 per annum. The entire amount becomes tax free.

Transport Allowance

Maybe used to opt for Company Car Lease if in levels Professional 1 and above. If car not availed, tax exemption as per conveyance allowance limits in tax rules are provided.

Fuel, Maintenance & Chauffeur Allowance may be claimed from Transport Allowance for both company car and self-owned car subjects to limits defined in the policy.

Telephone / Broadband Reimbursement

Telephone and broadband expenses reimbursement can be opted from within kitty from flexible benefits as per policy.

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}}

Vartika Mishra

{{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 III

Dear Vartika Mishra,

Please note that you must submit a copy of your Permanent Account Number (PAN) card on your date of joining at company. By acknowledging this document, you undertake that you shall be solely responsible for any consequences arising due to non submission of your PAN copy and company shall not be responsible for the same, in any manner whatsoever.

Date: {{Dte_es_ :signer2:date}}

{{Sig1_es_ :signer2:signature}}

Vartika Mishra



FOR Company

{{Sig1_es_ :signer1:signature}}

Lokendra Sethi
Vice President - Human Resources

FOR Employee

Name : Vartika Mishra

{{Sig1_es_ :signer2:signature}}

Date : {{Dte_es_ :signer2:date}}



Mindtree

A Larsen & Toubro Group Company

Date:13-Sep-2021

To

Prashansa Singh
INDIA

Dear Prashansa Singh,

Sub: Offer of Training and Employment

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

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

b) Secure 60% aggregate in the degree. Aggregate is calculated as follows:

$$\text{Aggregate} = \frac{\text{(Total of marks obtained in all the subjects from the first to last semester)}}{\text{(Total of maximum marks in all the subjects from first to last semester)}}$$

$$\text{Aggregate \%} = \text{Aggregate} * 100$$

c) Provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters on your day of joining.

2.2. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme are provided separately.

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

Prashansa Singh
Prashansa Singh (Sep 14, 2021, 11:30:24) (S:1)

Mindtree Ltd T +91 80 6796 4100
RVCE Post, 5/10/10, Road F +91 80 6796 4100
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Candidate No: T2100022181/21



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2.4. The period of Orchard is for about 60 days and on successful completion of the programme, you shall be deployed at a location as per the business requirement of Mindtree.

2.5. The other terms and conditions of your appointment at Mindtree is in Annexure - A. Besides, you will be governed by the rules, regulations and policies of Mindtree which will be in force from time to time.

2.6. You shall also execute a Service Agreement along with a surety undertaking to serve the Company for a minimum period of 24 months. Please go through the terms and conditions enclosed in Annexure A and also the terms and conditions stated in the specimen of the Service Agreement.

2.7. You shall bring with you the following documents at the time of reporting for Training at Mindtree, Kalanga, Rbubhaneshwar, for completing the joining formalities.

- Signed Service Agreement in originals
- 10th, 12th and graduation (all semesters) mark sheets originals and 2 sets of photocopies
- Degree completion/provisional certificate originals and 2 sets of photocopies
- Pan card originals and 2 photocopies
- Aadhaar card originals and 2 photocopies
- Voter ID / Driving license originals and 2 photocopies
- 4 passport size photographs

If the above terms and conditions are acceptable, you may confirm your acceptance by digitally signing this offer within 5 days from the date of receipt of this mail and offer document.

If you have any questions or need any clarification, please do not hesitate to contact us at campus@mindtree.com.

We wish you a long and successful career with Mindtree.

I personally look forward to working with you soon.

Thank you,

For Mindtree Limited

Rosalee M Kombial
Vice President-People Function

Prashansa Singh (Sig 24.12.2024 21:30:04T+5.3)



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Enclosed: Annexure to your Offer of Employment

Acceptance of the offer

I, Prashansa Singh, agree to accept the employment on the terms and conditions mentioned in this Offer of Employment and the annexure.

Your Signature	 <small>Prashansa Singh (Sep 24, 2021 11:20:44) (+3)</small>
Your Name in Capital letters	PRASHANSA SINGH

Annexure 1

Compensation stack during the Orchard Learning Program (from the date of joining till the date of confirmation)

Name : Prashansa Singh
Salary Grade : C
Designation : JUNIOR ENGINEER
Stipend : INR 21,100 per month.

Payment will be after deduction of below amount from the monthly stipend:

- INR 6000 per month covering for accommodation on twin share basis on a subsidized cost (excluding food expenses)
- Food expenses will have to be borne by you.
- Premium for Insurance which is INR 550 per month.
- Applicable taxes like Professional tax and Income tax, prevailing at the time of pay out.

You will be covered for Insurance benefits as prevailing at the time of joining. The following are the coverage for 2021 - 2022 for your reference. You will get more details on joining.

- Group Medical Coverage (GMC) for you and your family. The standard coverage under GMC is INR 500,000 per annum per family. Family means your spouse and children (up to 2 children). Parents/Parents-in-law or siblings or any other relationships are not covered.
- Group Term Life (GTL) coverage for you and is up to INR 2,000,000.
- Group Personal Accident (GPA) coverage for you and is up to INR 1,500,000.

More details will be provided at the time of joining.



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Annexure 2

Compensation stack effective from the date of confirmation

Name : Prashansa Singh
Salary Grade : C
Designation : JUNIOR ENGINEER

Detailed break up of your CTC components is given below (all figures are in INR and per annum)

Basic	180,000
HRA	44,520
Provident Fund	21,600
Gratuity	8,640
Insurance Benefits*	6,600
Annual Gross	261,360
Bonus / Variable Compensation**	35,640
Annual Cost to Company	297,000

"In the event that the compensation requires restructuring in order to comply with the proposed Code on Social Security, 2020, the restructuring shall be done such that it is cost neutral for the Company, while maintaining the total fixed and variable pay inclusive of social security benefits for you."

*The Insurance coverage provided to you at the time of joining will continue on your confirmation, as per the prevailing insurance policies at the time of your confirmation. The premium for standard coverage is part of your CTC.

Prashansa Singh

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Additionally, you will be provided with the following options for enhancing your coverage under GMC:

- You will be given an option to increase the coverage from INR 500,000. Top up options with additional/higher insurance coverage are available as per policy. If you opt for this, the additional premium for the increased coverage will be deducted from your salary on a pro-rated basis.
- You will be given an option to cover your Parents or Parents-in-law. If you opt for this, the additional premium for the parental coverage will be deducted from your salary.

More details on these options will be provided to you at the time of your confirmation.

**The bonus component per annum is 12% of CTC. This amount is guaranteed and will be payable to you in equal monthly installments. The amount thus payable is inclusive of bonus, if any, as per the Bonus Act, 1965 and amendments thereto.

The structure of CTC shown above is indicative and by the time of your confirmation, there could be changes in the structure arising out of changes in the Income tax rules or Insurance or organization wide compensation philosophy changes. However, the CTC amount will be protected i.e., will remain the same.

Prashansa Singh

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Annexure - 3

Terms and conditions of the Offer of Training and Employment

1. All employees of Mindtree are referred to as Mindtree Minds. Mindtree Minds who join us from campuses are referred to as Campus Minds of the particular batch of **joining for convenience and identification**.
2. The term, 'the Company' refers to Mindtree Limited.
3. This letter contains broad terms and conditions of service governing this appointment which are subject to change from time to time **and shall have to be read along with the rules, regulations and policies of the Company**.
4. You are also bound by the terms relating to Non - Disclosure, Intellectual Property Assignment, Non-Solicitation, Confidentiality, Non-Compete agreement annexed hereto at Annexure 1 and 2, Service Agreement (Annexure 3) and Mindtree Code of Conduct. **You are requested to go through the documents carefully and understand the terms thereof before sending your acceptance.**
5. You are requested to contact the People Function for any clarifications on policies/rules/regulations, which are applicable to you. **Salary details are personal to you and you are expected to keep them confidential.** We expect you to keep the salary details confidential at all times.

6. Orchard Learning Program

- 6.1 On joining, you will be part of our Orchard Learning Program. The Orchard Learning Program will consist of new age methods that enable you with real world problem solving capabilities.
- 6.2 Orchard Learning Program spans for about 60 calendar days. However, the duration could be shortened or extended based on the business requirements and an individual's readiness for working on projects as determined by Mindtree.
- 6.3 The Orchard Learning Program is intensive and fast paced, requiring your focus and hard work, to learn effectively and demonstrate capabilities expected by Mindtree. You are required to ensure your 100% availability and undivided attention during the tenure of the program.
- 6.4 You will be continuously assessed and given feedback by experts throughout the learning program. you will be provided opportunities to demonstrate the acquired capabilities on skills such as communication, design, programming, problem solving, presentation and professionalism on engineering, business and social projects. You must clear a set of mandatory capabilities, as the qualifying criteria, for successful completion of Orchard Learning Program. The details of qualifying criteria will be communicated to you through a Learning Advisory Document .

Prashansa Singh
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separately. Your continued employment with Mindtree is subject to your meeting the qualifying criteria during and at the end of the Orchard Learning Program. If you meet the qualifying criteria for successful completion of the Orchard Learning Program, your employment with Mindtree will be confirmed through a written intimation shall be sent to you. If you do not meet the qualifying criteria, you will be asked to leave the services with no further assurances, risk or liability of Mindtree. Unless otherwise confirmed in writing, you will be deemed to be under the Orchard Learning Program.

7. Confirmation of Employment

7.1 Upon confirmation, your designation will be JUNIOR ENGINEER and in the Salary Grade of C will continue. The date of confirmation is reckoned as the start date of service for all practical purposes, including statutory requirements. Date of confirmation is the start date used for provident fund, gratuity, tenure calculation for performance management cycle, increments, progression, vacation or leaves as per general policy, loans and other benefits etc.

7.2 The Service Agreement signed by your guarantor, witnesses and you is in effect from your date of joining.

7.3 All confirmations will be aligned to the 16th of the same month or 1st day of the succeeding month post successful completion of the Orchard Learning Program. For e.g. if you successfully complete the Orchard Learning Program any day between 1st to 15th during the month of September 2016, the date of confirmation will be 16-Sept-2016 or if you successfully complete the Orchard Learning Program any day between 16th to 30th of September 2016, the date of confirmation will be 01-Oct-2016.

7.4 The duration between the successful completion of the Orchard Learning Program and the date of confirmation is considered as part of the Orchard Learning Program.

7.5 On confirmation, your work location will be decided based on the business requirements. You are expected to report at your work location as advised.

7.6 Your joining may be revoked or your confirmation will be withheld, if any of the required joining formalities, for e.g., submission of all marks cards, degree certificates, Service Agreement etc., are not complied with.

7.7 Determination of adequacy and authenticity of the proofs submitted will be at the sole discretion of the Company.

8. Background check & references

We would be conducting a background and reference check prior to or after your expected date of joining to validate your identity and the address provided by you and to conduct any criminal checks.

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

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

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

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

9. Compensation and benefits

9.1 During the Orchard learning program, you will be paid a stipend of INR 21,100 per month. Please refer Annexure 1 for details. On successful completion of the Orchard learning program, your employment with Mindtree confirmed. On confirmation, your total compensation would be INR297,000.00. Please refer to Annexure 2 for details. All payouts are aligned to salary payout, which is the last working day of the month, unless otherwise mentioned. Any payment will be after deduction of applicable taxes prevailing at the time of payout.

9.2 You will be covered under insurance from the date of joining, as detailed in Annexure 1.

9.3 You will be eligible for relocation benefits for the relocation from Mindtree Kalinga to your work location, as per the existing relocation policies for Campus Minds.

9.4 The performance management and career progression will be as per the existing policies.

9.5 You will not be eligible for any loans or advances during the Orchard Learning Program. You will be required to be on the rolls of the Company and not serving the notice period, for you to be eligible for sanction of loans and salary advance, payment of year-end payout component of bonus, compensation revisions, promotions etc. You will have to refund any amounts received by you when you are not entitled for the same.

9.6 Duration of unpaid vacations will not be considered while the Company is computing the tenure for benefits like gratuity, compensation revisions, promotions etc. which have a tenure eligibility Component, amongst other criteria.

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10. Vacation and leave

10.1 No leaves are allowed during the Orchard Learning Program except the statutory holidays and other Mindtree official holidays applicable to the Orchard Learning Program candidates in general.

10.2 Any absence during the Orchard Learning Program due to any grave personal emergency will be dealt on a case to case basis and will be considered as loss of pay and deducted from your stipend on pro-rata basis. Recovery of the amount towards loss of pay during the Orchard Learning Program may happen either during the Orchard Learning Program itself or the first month of confirmation or final settlement on cessation of employment, as the case may be.

10.3 On confirmation, you will be eligible for leaves as per the general leave policy as in force in the Company from time to time.

11. Termination of employment

11.1 During Orchard Learning Program

a) Termination for cause

Your employment with Mindtree will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Orchard Learning Program assessment
- Unauthorized absence during the Orchard Learning Program
- Non-compliance to Mindtree integrity policy and other disciplinary expectations.

Examples of acts which cause termination on disciplinary grounds are employing unfair means during assessments, submitting fake bills for any reimbursements, submitting fake medical certificates, submitting fake documents, misuse of access cards, not being available in office without prior intimations and for unreasonable durations, not clearing background verification checks, misuse of Company assets, violation of Company policies & Code of Conduct, indulging in acts of sexual harassment, persistent irregularity in attending the learning sessions without valid reasons, being absent for assessments without prior permission, becoming insolvent, absconding etc. This list is only indicative and not comprehensive.

If Mindtree terminates your employment, for reasons other than your performance (meeting the qualifying criteria during and at the end of the Orchard Learning Program) and disciplinary grounds, you will be terminated from employment with immediate effect and return Mindtree assets immediately.

b) Termination for convenience

If you wish to terminate your employment during the Orchard Learning Program, you will be required to notify your resignation in writing. On acceptance of your resignation, you will be intimated about your relieving date and you are expected to comply with all separation procedures as listed in the Service Agreement and return of the Mindtree assets, within two working days.

Prashansa Singh
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11.2. After confirmation

a) Termination for cause

Mindtree may terminate your employment, with immediate effect, without any notice or salary or compensation in lieu of notice, on disciplinary grounds, which may include any act of integrity violations. Examples of acts which cause termination on disciplinary grounds are employing unfair means during assessments, submitting fake bills for any reimbursements, submitting fake medical certificates, submitting fake documents, misuse of access cards, not being available in office without prior intimations and for unreasonable durations, not clearing background verification checks, misuse of Company assets, violation of Company policies & Code of Conduct, indulging in acts of sexual harassment, persistent irregularity in attending the office without valid reasons, becoming insolvent, absconding etc. This list is only indicative and not comprehensive. In event of termination due to such reasons, you agree that notice requirements shall not apply. In case of your unauthorized absence, without intimation or permission or prior sanction of leave, or being absent beyond the period of leave originally granted or subsequently extended, for a period of 10 working days or more, it shall be considered that you are no longer interested in continuing employment with the Company, in such a case, it shall be deemed that you have abandoned your services. In such an event, the management shall terminate your services without any notice or salary or compensation in lieu of notice.

b) Termination for convenience

1. If you wish to terminate your employment, you will be required to give an advance notice of **three (3) months**, in writing to the company. If at your request, Mindtree agrees to relieve you before serving the full notice period, you will be liable to pay to Mindtree, the salary for the balance notice period along with other amount payable by you to Mindtree, including the amount mentioned in the Service Agreement if last date of employment is within 2 years from the date of joining. Both Mindtree and you agree that this amount is fair and legally enforceable in the event of any default from your side. Mindtree, at its sole discretion, may provide waiver on the notice period. If there is any failure to comply with the separation procedures within a reasonable time frame, then it will be handled as Termination on disciplinary grounds. If Mindtree terminates your employment, for reasons other than disciplinary grounds, you will be given an advance notice of three months, in writing.

2. If Mindtree decides to relieve you before the completion of the notice period, the salary for the balance notice period would be paid to you after adjusting the amounts payable by you to Mindtree.

3. Salary for the purpose of notice period means the two components of Basic & fixed components(as applicable), in your compensation at the time of termination of your employment.

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11.3 Common guidelines to be complied with, on termination for any reason, and at any time of your employment

- a) On termination of your employment for any reason, you shall comply with the Service Agreement, and with Mindtree's separation procedures, sign all required documents and return all Mindtree assets with you. Mindtree will not be bound to pay the final dues, if any, till you have completed all the separation procedures and returned all the payments that Mindtree may have due from you under any loans, liens, or borrowings you may have made.
- b) If there is any failure to comply with the separation procedures within a reasonable time frame, then it may be handled as termination on disciplinary grounds based on assessment of the circumstances.
- c) Mindtree, at its sole discretion, may extend the time frame of notice period for compliance.

12. Nature of employment

12.1 The offer of appointment has been made on the basis that the declaration made by you during the selection process and subsequently at the time of joining are complete and correct and if it is found that you have concealed any information which have material bearing on your employment or you have made any wrong declaration, your employment may be terminated without any notice, salary or payment in lieu of notice. **The Company reserves right to have your back ground check either directly or through an outside agency and by accepting the terms of appointment, your consent for the same is deemed to have been given.**

12.2 **The employment at Mindtree is exclusive and you shall devote your full time for discharging the roles and responsibilities entrusted to you. You shall not take up any employment part-time or full time for consideration or on honorary basis without the prior written consent of Mindtree either during Orchard Learning Program or after your confirmation.**

13. Other Agreements

You may be required to sign necessary agreements with Mindtree and its clients as required and complete various formalities as per those 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 and also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

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On the date of joining at Mindtree Kalings Bhubaneswar, you shall execute a Service Agreement. The Acceptance of terms and conditions of the offer of Appointment shall be deemed as your consent to execute the Service Agreement. You should read the Service Agreement and understand your obligations thereof before confirming the acceptance of this Offer. Please note that in the event that the terms and conditions of the Service Agreement are not acceptable to you, you should not accept this offer. The signing of the offer letter would be deemed a voluntary and fully evaluated decision to commit the Service Period mentioned in the Service Agreement.

14. Transfer

14.1 You could be transferred to any of other offices/branches/subsidiaries/affiliates, either domestic or abroad, should the need arise. You will abide by the Company's rules, regulations and policies, as may be in effect from time to time with respect to your function, grade or location where you work in.

14.2 On confirmation of your employment through the successful completion of the Orchard Learning Program, relocation from Mindtree Kalings to the work location will be as per the existing relocation policy for Campus Minds.

15. Retirement and retirement benefits

15.1 Subject to your confirmation after the completion of training at Kalings, your service in the Company is valid till the date of retirement (last day of the month of your fifty eighth birthday). For this purpose the date of birth as declared in the application form for selection, will be treated as final.

15.2 Retirement benefits, i.e. Provident Fund and Gratuity, are effective from the date of confirmation.

15.3 Compliance will be as per the prevailing statutory requirements at any point of your employment with Mindtree.

16. Intellectual property

If you conceive any new or advanced methods of improving process/formulae/systems in relation to the operation of the Company or an intellectual property in course of your training or work, such developments will be fully communicated to the Company and the Company will have the full ownership sole right/property of the same. You hereby assign all intellectual property rights and moral rights to Mindtree.

Prashansa Singh

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17. Mindtree's Code of Conduct and Policies

17.1 Mindtree has a 'Code of Conduct' that is applicable during your stay at Mindtree's Global Learning Center at Mindtree Kalinga, Bhubaneswar, for the Orchard program as well as outside of Mindtree at any other Mindtree premises. The Code of Conduct also applies to your tenure with Mindtree after the completion of the training at Kalinga and your employment at Mindtree while at Mindtree location or at a Mindtree customer location.

17.2 You will be requested to sign your acceptance and adhere to these terms upon joining.

17.3 Any subsequent updates of the Policies and Code of Conduct shall automatically apply to your employment with Mindtree. You are required to keep yourself updated at all times of these Policies and Code of Conduct.

18. Tax implication

You are solely responsible for declarations and implications arising thereof for all personal income tax purposes.

19. Reimbursement of travel expense for joining Mindtree

Expenses incurred by you for joining at Mindtree Kalinga will be borne by you and will not be reimbursed by Mindtree.

20. Personal Safety and conduct

You understand that Kalinga is a residential facility and you shall accordingly upon leaving the campus for your outings or otherwise, have the responsibility of informing your family about your safety and whereabouts. While you are outside the Kalinga Campus or outside a Mindtree premise at your own volition, you shall be responsible for your conduct and personal safety. You shall indemnify Mindtree, its directors and employees from any claims, legal or financial arising out of your own actions or omissions or indulging in activities that endanger your personal safety and release Mindtree of all liabilities to you or your family arising from your acts or omissions.

End of Annexure 3

Prashansa Singh
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Code of Conduct

Summary:

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

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

Objective:

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

Eligibility/Applicability:

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

Code of Conduct :

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

1) Personal Interest v/s Mindtree's Interest

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

2) Use of proprietary or confidential information of third party

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

3) Office for Profit

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

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4) Vendor relationship

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

5) Using Mindtree's time and assets

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

6) Personal Relationship

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

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

7) Equal Opportunity

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

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

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

8) Dating/Romantic/Sexual Relationships

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

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

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

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

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

9) Personal Behavior

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

10) Breach of Discipline

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

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

Mindtree Ltd., Global Village	T +91 80 6706 4200
RVCE Post, Mysore Road	F +91 80 6706 4200
Bangalore 560 059, India	W www.mindtree.com



Mindtree

A Larsen & Toubro Group Company

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

11) Usage of Assets

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

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

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

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

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

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

Mindtree Ltd., Global Village

T +91 80 6706 4000

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Bangalore 560 059, India

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12) Workplace Etiquettes

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

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

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

13) Information Disclosure

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

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

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

14) Information privacy

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

Agreed and Accepted

Signature : 

Name : Prashansa Singh

Date : Sep 14, 2021

Mindtree Ltd., Global Village

T +91 80 6706 4000

RVCE Post, Mysore Road

F +91 80 6706 4100

Bangalore 560 059, India

W www.mindtree.com

Mindtree Offer Letter

Final Audit Report

2021-09-14

Created:	2021-09-13
By:	Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA_BLSZn2pHVuLVz5DK76uM5c9pCOL-p

"Mindtree Offer Letter" History

-  Document created by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
2021-09-13 - 2:23:56 PM GMT - IP address: 20.44.36.221
-  Waiting for Signature by Prashansa Singh (prashansasingh1701@gmail.com)
2021-09-13 - 2:24:01 PM GMT
-  Document e-signed by Prashansa Singh (prashansasingh1701@gmail.com)
E-signature hosted by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Signature Date: 2021-09-14 - 3:30:07 PM GMT - Time Source: server - IP address: 183.57.52.160
-  Agreement completed.
2021-09-14 - 3:30:07 PM GMT



Kuldeep Srivastav <kuldeepsrivastav007@gmail.com>

Wipro Campus Update_LOI

1 message

Campus HR Team <wipro+email+1wxec-6eec737d74@talent.icims.com>
Reply-To: Campus HR Team <wipro+email+1wxec-6eec737d74@talent.icims.com>
To: kuldeepsrivastav007@gmail.com

Tue, Aug 31, 2021 at 2:08 PM

August 31, 2021

Dear Kuldeep Srivastav ,
Resume Number - 21047835

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

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

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

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

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

Yours sincerely,
For Wipro Limited,



Apama Shallen
General Manager - Human Resources

This message was sent to kuldeepsrivastav007@gmail.com. If you don't want to receive these emails from this company in the future, please go to:
<https://wipro.icims.com/icims2?r=60CC21047835&contactId=10917636>

© Wipro Limited, Doddakannelli, Sarjapur Road Bengaluru 560 035 IND



16 October 2021

OLNo: VZT057

Dear Sandeep Kumar,

We congratulate you for being selected for a **6 Months** Internship with Verzeo Edutech Pvt. Ltd. "At will basis" which can be extended. Please find the following confirmation of your internship:

Job Title: **Frontend Developer**
Internship Date: **25 October 2021 to 3 November 2021**
OJT Start Date: **4 November 2021**
OJT End Date: **3 May 2022**

Location of Internship: Bangalore
Internship Stipend: INR **15000** Per Month

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

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Verzeo Edutech, and will report on or before **25 October 2021**.

SIGNATURE: _____ DATE: _____
(Candidate's Signature)



support@verzeo.in



+91 8360682123

#675, 3rd Floor, 9th Main Rd, Opp HDFC Bank, Sector 7,
HSR Layout, Bengaluru, Karnataka 560102.



Internship Policy

- By accepting this internship offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You are also required to substantially use all of your time and effort to perform these tasks during business hours and such reasonable additional time as may be necessary.

Working Hours: 9 Hours a day (Inc. Lunch Break).

Job Type: Full Time Internship

Location: Bangalore.

- As an Intern you will not receive any of the employee benefits that regular employees receive.
- During the Internship period, the company will have all the rights to terminate your services without offering any reason and you are required to give 30 Days notice should you wish to terminate your internship before the end of your tenure.
- At any time if you wish to discontinue the internship due to personal reasons, you will have to pay a compensation equal to 1 month stipend.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will observe all policies and practices governing the conduct of our business and employees.
- Official communication either within the company or outside the company should be through the company Email of your manager only.
- Post successful completion of the internship tenure, the candidate will be prone to performance based pre-placement offers by the company.

SIGNATURE: _____ DATE: _____
(Candidate's Signature)



support@verzeo.in



+91 8360682123

#675, 3rd Floor, 9th Main Rd, Opp HDFC Bank, Sector 7,

HSR Layout, Bengaluru, Karnataka 560102.



ANNEXURE

Sl. No	Particulars
1.	Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none">• 10-standard or equivalent examination (Original MS for Verification)• 12-standard or equivalent examination (Original MS for Verification)• Graduation• Post-graduation / Doctorate Other relevant educational or skill certifications
2.	COLOR SCANNED COPY OF YOUR PHOTOGRAPHS
3.	PAN Card, Voter ID or Driving Licence Scanned Copy.
4.	Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.



support@verzeo.in



+91 8360682123

#675, 3rd Floor, 9th Main Rd, Opp HDFC Bank, Sector 7,
HSR Layout, Bengaluru, Karnataka 560102.





19-Nov-2021

Dear Ambuj Kumar Verma,
B.E., Computer Science & Engineering
Institute of Engineering and Technology, Dr BR Ambedkar University, Agra

Candidate ID – 18962058

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

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

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

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

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

Please note:

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

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

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

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

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

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

3.1 Cognizant Internship:

- a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.
- b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

3.2 Continuous Skill Development (CSD) Program:

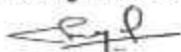
- a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.
- b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

3.3 GenC Training Post joining:

- a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal on-the-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.
- b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

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

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



Maya Sreekumar
Vice President – Human Resources

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

Signature:

Date:

Compensation and Benefits

Name: Ambuj Kumar Verma **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

Ambuj Kumar Verma, 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

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

11. Indemnity

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

12. Business Engagement, Learning and Development and Project Deployment

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

13. Unauthorized Absence

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

14. Retirement

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

15. Termination of Employment

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

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

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

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

16. Deputation, Assignment and Transfer

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

17. Survival

Clauses 5, 8, 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 Ambuj Kumar Verma

Sign: _____
Name:

Sign: _____
Name:



**TECHDOCK
LABS**

Office address: E-3/675 Sector H,LDA colony

Kanpur road , Lucknow: 226012

Job offer letter Techdock Labs | We are brand builders

I. Position

Job title

Mr. Abhishek singh your designation will be **MERN developer**, and you will report to the Company's Manager

This agreement shall be effective from 8th, November 2021

Working schedule

This is a full-time position requiring approximately 48 hours per week and increase our work hour in weekends. Your regular weekly schedule will be **Monday to Saturday 9 Am to 6pm** Every Day before Leave you have to Submit Your Report to Email/Discord.

Employee must have their personal system to work with company

Employment Relationship

Employment with the Company is for 12-month specific period of time. This is the Full Time and complete agreement between you and the Company on this term. Although your job duties, title, compensation, and benefits, as well as the Company's personnel policies and procedures, may change from time to time, the "at will" nature of your employment may only be changed in an express written agreement signed by you and a duly authorized officer of the Company (other than you.)

II. Cash Compensation

Salary

The Company will pay you a starting **salary at the 23,000/-**, in hand payable in accordance with the Company's standard payroll schedule, beginning at 10 of every month and you will receive your first paycheck on 15 December 2021. This salary will be subject to adjustment pursuant to the Company's employee compensation policies.

Tax withholding

All forms of compensation referred to in this letter agreement are subject to reduction to reflect applicable withholding and payroll taxes and other deductions required by law.



Tax advice

You are encouraged to obtain your own tax advice regarding your compensation from the Company. You agree that the Company does not have a duty to design its compensation policies in a manner that minimizes your tax liabilities, and you will not make any claim against the Company, or its Board of Directors related to tax liabilities arising from your compensation.

IV. Employee benefits

As a regular employee of the Company, you will be eligible to participate in several Company-sponsored benefits:

The Company offers a comprehensive employee benefits program, including:

Vacation policy

You will be eligible for 12 days of paid vacation leave per year. Paid time off is additional to sick days, bank holidays and days that the company does not operate. You have to inform earlier for taking benefit of paid leaves.

Optional Leave: Every month, third Saturday will have optional Day-off, depend upon the flow of work **but majorly it will be day-off.**

Variable pay We are happy to motivate our developer, by giving some Cash/Gift reward to our employee based on their performance quarterly. That will be purely based on the extra efforts putted by employee to make the company grow and encourage in better way.

V. Privacy and Confidentiality Agreements

Privacy Agreement

You are required to observe and uphold all of the Company's privacy policies and procedures as implemented or varied from time to time. Collection, storage, access to and dissemination of employee personal information will be in accordance with privacy legislation.

Conflict of Interest policy

While you are employed at this Company, you will not engage in any other employment, consulting or other business activity (whether full-time or part-time) that would create a conflict of interest with the Company. By signing this letter of agreement, you confirm that you have no contractual commitments or other legal obligations that would prohibit you from performing your duties for the Company.

Proprietary Information and Inventions Agreement

Like all Company employees, you will be required, as a condition of your employment with the Company, to sign the Company's standard Proprietary Information and Inventions Agreement.



VI. Termination Conditions

The Company reserves the right to terminate employment of any employee for just cause at anytime without notice and without payment in lieu of notice. The Company will be entitled to terminate your employment for any reason other than for just cause, upon providing to you such minimum notice as required by law.

During work with company and after leave a company at least for one year not deal with our clients directly or indirectly (as a freelancer or work individually) in that case company can Complaint Against you as per as Law and demand for a equal amount of project cost.

You have to give us 30 days period before leave (paid)

VII. Interpretation, Amendment and Enforcement

This letter agreement supersedes and replaces any prior agreements, representations or understandings (whether written, oral, implied or otherwise) between you and the Company and constitute the complete agreement between you and the Company regarding the subject matter set forth herein. This letter agreement may not be amended or modified, except by an express written agreement signed by both you and a duly authorized officer of the Company.

You may indicate your agreement with these terms and accept this offer by signing and dating this agreement by 08-11-2021. We are looking forward to having you in our team and to seeing you achieve great things at Techdock labs.

Sincerely

Karamveer
singh

Company Representative (Sign)

Karamveer singh

Date 29/10/2021

Applicant (Signature)

Abhishek Singh

Date 29/10/2021



Nov 12, 2021

HRD/DD/300023085/2021

Mr. Ankush Kumar Singh

S/O :Ashok Kumar Singh, Kareha,

Harduwa, Karchilana, Prayagraj

U.P – 212301

INDIA

Ph: +91 8787264007

Dear Ankush,

Welcome to VandeBasket India Private Limited!

Congratulations!! We are delighted to make you an offer as **Asst. Web Developer (Level F1)** and your role is **Asst. Web Developer (Level F1) Trainee**.

At VIPL, 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.

Thanks & Regards



Signature Verified
Digitally signed by MR. SUSHIL KUMAR
Date: 2021.11.12 10:51:28 DST
Reason: Digitally signed
Location: Chennai

MR. SUSHIL KUMAR

Head Manager- Human Resources -VandeBasket India Private Limited

VandeBasket India Private Limited

CIN: U32599TN2020PTC139606

Old No 9, New No 17, Seethammal
Road, Seethammal Colony,
Alwarpet, Chennai, 600018 India

info@vandebasket.com

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Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **15-Nov-2021** and the Employment will be **Work from Home**. The total working hours will be 8 hours during/after probation.

Training

The training program will consist of virtual training and on-the-job training. The duration of the virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training and after appointment.

Probation and Confirmation

You will be on probation for a period of 120 working days from the date of completion of the training and your allocation. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet. Resignation during the Probation will not be acceptable until the Company makes a termination against the employment.

Leave

You are entitled to Non-Earned Leave, right from your date of joining. You will be eligible for 10 working days of non-earned leave annually, during probation. On confirmation as a permanent employee you will be eligible for 24 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Agreement

Our offer to you as **Asst. Web Developer (Level F1)** subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Company from the date of your joining and up to a period of 90 working days from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining.

Compensation and Benefits



Salary

Your Total Gross Salary will be **INR 10,000-25,000** per month after probation. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II. Stipend (If any) will be compensated after 45 days based on the performance.

Training Performance

You will be eligible for a Training Performance upon appointment, to a maximum of 20% of your Fixed Basic Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans. You will be covered by default under the Standard Plan which provides you and your family with a cover of INR ----- P.A.

The details of the Scheme would be available to you when the company will make a decision to start this scheme.

Notice Period

During the probation period/Appointment, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice. On confirmation, you will be required to give three months' notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice.

Background Checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate 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 are required to furnish the documents listed in Offer Annexure for India/Abroad.



If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, 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 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.

Please note that VandeBasket India Pvt. Ltd. requires you to furnish a copy of your passport at the time of joining (NRI/Foreigner). If you are unable to do so, the Company will initiate a criminal background check.

Other Terms and Conditions

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 VIPL. 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.

Our offer to you as a **Asst. Web Developer (Level F1)** is conditional upon your having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified during the selection process. You should also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with VIPL. You will be required to produce all marks sheets and other relevant documents at the time of joining.

You will produce all marks sheets and other relevant documents. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining. 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.

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 Chennai, 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 organization family and wish you a rewarding career over the years to come. Yours sincerely,

MR. SUSHIL KUMAR
Head Manager - Human Resources – VandeBasket India Private Limited

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: _____, 20____

Sign your name

Write your full Name

Location

Signature Verified
Digitally signed by V. Sushil Kumar
Date: 2021.11.09 10:02:38 IST
Reason: Digitally signed
Location: Chennai

VandeBasket India Private Limited
CIN:U52599TN2020PTC139606

Old No 9, New No 17, Seethanmal
Road, Seethanmal Colony,
Alwarpet, Chennai, 600018 India

info@vandebasket.com
vandebasket.in



ANNEXURE - I
(Compensation Post Appointment)
COMPENSATION DETAILS
(All figures in INR per month)

NAME	Mr. Ankuvh Kumar Singh
ROLE	Asst. Web Developer (Level F1)
ROLE DESIGNATION	Asst. Web Developer (Level F1) Trainee
1. MONTHLY COMPONENTS	
BASIC SALARY	8,000
Different ALLOWANCE	Will be confirmed
Training Performance	(20%*Basic Salary)
BONUS (Conditional) being paid out on a monthly basis	Will be confirmed
MONTHLY GROSS SALARY	10,000-25,000
2. ANNUAL COMPONENT	As per company policy
The Annexure-II will be issued upon appointment after the successful completion of probation and it will be showing the actual figure of Annexure -I.	
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.	

*All conversations will be confidential between you and VandeBasket India Private Limited.



19-Nov-2021

Dear Azaruddin Ansari,
B.E., Computer Science & Engineering
Institute of Engineering and Technology, Dr BR Ambedkar University, Agra

Candidate ID – 18963187

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

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

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

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

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

Please note:

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

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

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

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

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

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

3.1 Cognizant Internship:

- a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.
- b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

3.2 Continuous Skill Development (CSD) Program:

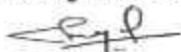
- a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.
- b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

3.3 GenC Training Post joining:

- a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal on-the-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.
- b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

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

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



Maya Sreekumar
Vice President – Human Resources

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

Signature:

Date:

Compensation and Benefits

Name: Azaruddin Ansari **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

Azaruddin Ansari, 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

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

11. Indemnity

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

12. Business Engagement, Learning and Development and Project Deployment

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

13. Unauthorized Absence

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

14. Retirement

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

15. Termination of Employment

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

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

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

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

16. Deputation, Assignment and Transfer

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

17. Survival

Clauses 5, 8, 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 Azaruddin Ansari

Sign: _____
Name:

Sign: _____
Name:

Sep 21, 2021

HRD/DD/300023070/2021

Mr. Deependra Singh
S/O: Ompal Singh, Dahena
Shahjahanpur UP - 242221
India

Ph: +91 9415142410

Dear Deependra,

Welcome to VandeBasket India Private Limited!

Congratulations!! We are delighted to make you an offer as **Junior Web Developer (Level F1) Trainee** and your role is **Junior Web Developer (Level F1)**.

At VIPL, 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.

Thanks & Regards


Signature Not Verified
Digitally signed by Vishes Singh Basker
Date: 2021.09.21 10:52:20 IST
Reason: Digitally Signed
Location: Chennai

MR. SUSHIL KUMAR
Head Manager- Human Resources -VandeBasket India Private Limited

VandeBasket India Private Limited
CIN: U52599TN2020PTC139606
Old No 9, New No 17, Seethammal
Road, Seethammal Colony,
Alwarpet, Chennai, 600018 India

info@vandebasket.com
vandebasket.in

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Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **23-Sept-2021** and the Employment will be **Work from Home**. The total working hours will be 8 hours during/after Probation.

Training

The training program will consist of virtual training and on-the-job training. The duration of the virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training and after appointment.

Probation and Confirmation

You will be on probation for a period of 180 working days from the date of completion of the training and your allocation. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet. Resignation during the Probation will not be acceptable until the Company makes a termination against the employment.

Leave

You are entitled to Non -Earned Leave, right from your date of joining. You will be eligible for 10 working days of non-earned leave annually, during probation. On confirmation as a permanent employee you will be eligible for 24 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Agreement

Our offer to you as **Junior Web Developer (Level F1)** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Company from the date of your joining and up to a period of 180 working days from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining.

Compensation and Benefits

Salary

Your Total Gross Salary after the Probation will be INR 10,000-20,000 per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II. The stipend (if any) will be bifurcated and applicable after 90 working days.

Training Performance

You will be eligible for a Training Performance upon appointment, to a maximum of 20% of your Fixed Basic Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans. You will be covered by default under the Standard Plan which provides you and your family with a cover of INR _____ P.A.

The details of the Scheme would be available to you when the company will make a decision to start this scheme.

Notice Period

During the probation period/Appointment, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice. On confirmation, you will be required to give three months' notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months' notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice.

Background Checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate 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 are required to furnish the documents listed in Offer Annexure for India/Abroad.

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, 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 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.

Please note that VandeBasket India Pvt. Ltd. requires you to furnish a copy of your passport at the time of joining (NRI/Foreigner). If you are unable to do so, the Company will initiate a criminal background check.

Other Terms and Conditions

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 VIPL. 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.

Our offer to you as a **Junior Web Developer (Level F1)** is conditional upon your having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified during the selection process. You should also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with VIPL. You will be required to produce all marks sheets and other relevant documents at the time of joining.

You will produce all marks sheets and other relevant documents. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining. 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.

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 Chennai, 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 organization family and wish you a rewarding career over the years to come.

Yours sincerely,

MR. SUSHIL KUMAR
Head Manager - Human Resources - VandeBasket India Private Limited

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: 22-09, 2021

Deependra
Sign your name
Deependra Singh
Write your full Name

Shahjahanpur
Location

Signature Not Verified
Digitally signed by Virendra Singh Rathore
Date: 2021.09.21 10:02:26 IST
Reason: Digitally Signed
Location: Chennai

VandeBasket India Private Limited
CIN:U52599TN2020PTC139606
Old No 9, New No 17, Seethammal
Road, Seethammal Colony,
Alwarpet, Chennai, 600018 India
info@vandebasket.com
vandebasket.in

ANNEXURE - 1
 (Compensation Post Appointment)
COMPENSATION DETAILS
 (All figures in INR per month)

NAME	Mr. Deependra Singh
ROLE	Junior Web Developer (Level F1)
ROLE DESIGNATION	Junior Web Developer (Level F1) Trainee
1. MONTHLY COMPONENTS	
BASIC SALARY	6,500
Different ALLOWANCE	Will be confirmed
Training Performance	(20%*Basic Salary)
BONUS (Conditional) being paid out on a monthly basis	Will be confirmed
MONTHLY GROSS SALARY	10000-20000
2. ANNUAL COMPONENT	As per company policy
The Annexure-II will be issued upon appointment after successful completion of probation and it will be showing the actual figure of Annexure -I.	
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.	

*All conversations will be confidential between you and Vandeflasket India Private Limited.



MATPA2021/11/17/6846

OFFER LETTER
PRIVATE & CONFIDENTIAL

17-Nov-21

Rajesh Kushwaha

Bangalore

Dear Rajesh Kushwaha,

Thank you for your interest in associating with our Organisation. We are pleased to confirm your selection for the position of Software Engineer - L1.

Congratulations!

The detailed terms and conditions of your employment are stipulated herein, for your formal acceptance.

1. Commencement Date:

Your employment with the Organization commences on 18-Nov-2021.

2. Roles & Responsibilities:

Your primary responsibilities will be of Software Engineer - L1 in the grade T3 in the department Engineering. You may be asked by the Organization to fulfil additional duties and tasks as defined from time to time which may or may not be directly associated with your job title. In this role you will be reporting to "Engineering Manager - Engineering".

3. Place of work:

Your principal location of employment will be in Bangalore. You may be required to travel out of Location/ any place within India on Company business in relation to the execution of your responsibilities as assigned to you from time to time by the Company. You will be reimbursed all expenses incurred by you towards travel / boarding and lodging as per the Company policy. Medi Assist may, at any point of time at its sole discretion, after giving you reasonable notice, transfer or assign your services to any current place of operations or which may subsequently be established or acquired in any part of India.

4. Remuneration:

You will be paid with a CTC Rs 450000 (Rupees Four Lakh Fifty Thousand Only) per Annum . Salary structure in detail is attached to this letter in Annexure A. The Compensation Structure may undergo modifications from time to time, at the Company's sole discretion and your gross compensation will be redistributed as per the structure and statutory guidelines in force at the relevant time. All payments will be subject to appropriate deductions of income tax and statutory requirements as per the Organization's procedures and laws from time to time. You shall be responsible for filing your personal returns and complying with the other requirements under the India Tax Laws.

Compensation is confidential between you and the Organization. You are requested to maintain the confidentiality and not disclose your compensation details to others.

Medi Assist Insurance TPA Private Limited

CIN - U85199KA1999PTC025676

Registered Office: Tower 'D', 4th Floor, IBC Knowledge Park, 4/1, Bannerghatta Road, Bengaluru - 560 029

Phone : +91-90-4999 8000 Email : info@mediassist.in

Web : www.mediassistpa.in





5. Confirmation:

You will be on probation for a period of six(6) months from the date of joining Medi Assist and will continue to be so, unless and until you are expressly confirmed in the services of the Organization. The probation period may be extended by management at its sole discretion based on the performance assessment. The Organization reserves the right to extend the probation period in the event that your performance is not up to the expectations.

6. Benefits:

You will be eligible to participate in benefit programs as per Organization's policy.

7. Personal Time Off:

You will be entitled to the leaves as per Organization policy which consists of Earned Leave of 18 days, Sick leave of 6 days and monthly two Saturday time off of 24 days. In addition to the same, we have holidays for 13 National/Festive holidays as per the pre-defined holiday calendar. We are a 24/7 operations and hence our work might require a rotational shift. If you are expected to come to work on Sundays then you will have a week day off as planned by your department head.

8. Health Examination:

You may have to undergo a health examination at a designated clinic based on the organization requirement. The objective of the examination is to ascertain your medical fitness to continue to work for the organization. Any cost incurred by you for this check-up will be reimbursed to you.

9. Adherence to Compliance with Organization policies and procedures:

You will be governed by the Organization's rules, regulations, administrative procedures, policy and guidelines in force from time to time.

On joining us, please do read policies of the Organization including but not limited to "Prevention of Sexual Harassment", "Information Security Policy", "Code of Conduct and Disciplinary Procedure" published on the Organization intranet. Organization can take/implement in order to ensure compliance with its policies and you would confirm acceptance of the same and agree to adhere to and comply with such policies at all times during the term of your employment and thereafter if you are required to. You also acknowledge that in case of breach of any of the organization policies, Organization is justified to take appropriate actions as per procedures outlined in the respective policies.

10. Confidential Information:

Except as required by the Organization or otherwise permitted by the Organization's authorized representative in writing, you are bound to observe absolute confidentiality, both during the term of this contract of employment and after its termination, with regard to any confidential information, trade secrets or other proprietary information, including but not limited to, relating to the business, the employees, customers, clients, financial information, bank account details, passwords and medical history, business dealings, affairs and strategies which can be used by the Organization in accordance with its policies.

You are required to sign an 'Employee Confidentiality and Non-Disclosure Agreement' with the Organization and the said Agreement shall bind you regarding obligations of Confidentiality.

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11. Employee Data:

You hereby agree and consent to provide the company with your personal and financial data as may be required by the Company as per its internal process including but not limited to your bank account details, and medical history which can be used by the Company in accordance with its policies.

12. Intellectual Property:

Any work done by you during the course of your employment shall belong to the Company and this will cover all products/ services/ inventions etc. This work shall be the sole and exclusive property of the Company.

If you conceive any new or advanced methods of improving processes / formulae / systems in relation to the Operation of the company, such developments shall be promptly and fully communicated to the Company and will be and remain sole right / property of the company. You will agree to execute without receiving additional compensation (a) any formal documents necessary to assign any ideas, information to the Company and (b) all documents required to obtain a patent, register a copyright, or enforce the Company's right to such information. These obligations shall continue beyond the separation of employment with respect to the work and inventions you conceive or make during the period of your employment. The Company's proprietary rights and confidential information are amongst the Company's most important assets, and any breach of security or confidentiality is regarded very seriously and could lead to termination of employment at any time without any compensation. Without prejudice to this provision, you confirm that you have declared to the Company all of your business interests existing at the date on which your employment commences, whether or not they are similar to or in conflict with the business. If these interests change during the term of your employment, you will promptly notify the Company.

13. Company reputation:

You agree that you shall not at any time without limitation, publish or communicate any "Disparaging" (as defined below) remarks, comments or statements concerning the Company, its affiliates and affiliated funds.

"Disparaging" remarks, comments or statements are those that impugn the character, honesty, integrity, morality, or business acumen or abilities in connection with any aspect of the operation of business of, or reflect negatively upon, the individual or entity being disparaged. Nothing in this Section shall be construed to preclude truthful disclosures in response to lawful process as required by applicable law, regulation, or order or directive of a court, governmental agency or regulatory organization.

14. Indemnity:

You shall at all times, indemnify and keep the Company indemnified against all sums whether by way of claims, demands, damages, costs, charges or expenses paid or incurred by the Company in or in connection with any action, claim, proceeding or demand instituted or made against the Company caused or occasioned by your breach, failure, default or neglect in the opinion of the Company to observe and comply fully with the terms and conditions your employment with the Company herein contained.

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15. General Provisions:

As an employee in the full time employment of the Organization, you will be obliged to devote your entire time, attention and effort to the furtherance of Medi Assist business, and to continually develop your professional skills in the interest of the Organization and yourself. You shall not during your employment with the Organization directly or indirectly engage yourself or devote your time or attention to any employment, business, position of monetary interest other than that of the Organization.

You will keep us informed of any change in your residential address, your family status or any other personal particulars relevant to your employment.

In case of any dispute, the jurisdiction to entertain and try such dispute shall vest exclusively in a court in Bangalore.

The terms of this Offer Letter detailed above are strictly confidential and should be treated as privileged information between you and the Organization. You are expected to maintain confidentiality of such information.

16. Notice period:

Either party has to provide 30 days of notice without cause or salary in lieu of notice in case of separation of services during probation period. After confirmation, either party will be required to give (60 days) Two Months' notice or salary thereof in case you decide to leave our services, subject to the Organization's discretion. In the event, you have an incomplete assignment; Medi Assist will have the discretion to relieve you only at the end of the notice period. Notice period is linked to the role played by you for the organization.

17. Retirement:

You will be retired from service upon reaching superannuation age of 60 or earlier in case you are found physically / mentally unfit to work any longer. The proof of age shall be the one as submitted and recorded in the records of the company.

18. Termination:

Your employment hereunder may be terminated by the Organization for Cause (as defined below); effective immediately upon the day written notice of termination for Cause is mailed or hand-delivered to you. For purposes of this letter of offer, "Cause" means any of the following including and not limited to:

- a. Commission or conviction of any criminal offence, or of any misdemeanor involving moral turpitude, misconduct, any act of deliberate discrimination or harassment on grounds of race, sex, sexual orientation, religion, age or disability;
- b. Engagement in any activity that you know or should know could harm the business or reputation of the Organization or you participate in any fraud against the Organization or carry out or neglect to do any act which in the reasonable opinion of the Organization may seriously damage the interests of the Organization;
- c. You willfully or negligently breach any legislation or any regulation to which the Organization and/or you may be subject which may result in any penalties being imposed on the Organization or any Director/s or Officer/s of the Organization;

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d. Embezzlement, misappropriation of Organization funds, or other material acts of dishonesty or conducting yourself in a manner which is not in line with the Organization guidelines and values, or if any information provided by you during the course of your interview or otherwise, or your representations, are at any time, found to be either wrong or not disclosed, or if you are in contravention of the terms of this offer letter;

e. Breach of Organization's confidential information

f. Failure to adhere to Organization's corporate codes, policies or procedures as in effect from time to time;

g. Continued failure to meet reasonable performance standards as determined by Organization;

h. Refusal to perform reasonable duties as assigned by the Organization; or

i. You are adjudged bankrupt or you enter into any composition or arrangement with or for the benefit of your creditors including a voluntary arrangement under the Indian Insolvency laws.

j. Become of unsound mind

k. Become incapacitated or prevented by illness, injury, accident, or any other circumstance from discharging in full your duties.

19. Documents:

You are required to produce photocopies of documents on the day of joining as per Annexure-B and get the originals for verification by the People Practice professional. If you are not in a position to submit complete set of documents, we will not be in a position to employ you and this Offer Letter will automatically stand canceled.

Please note all documents/testimonials submitted to Medi Assist will be verified as per our background verification process. You hereby give your consent for verifying all your documents/testimonials submitted at the time of joining by Medi Assist or any third party appointed by it as part of the background verification process. Any omissions or misrepresentation of any facts will result in the immediate termination of your employment.

20. Offer Acceptance:

Please confirm your acceptance of this Offer Letter by signing and returning the duplicate copy of this letter for our attention within 2 days from the date of this letter. This letter may not be modified or amended except by a written agreement, signed by a People Practice Professional of Medi Assist and by you.

For Medi Assist Insurance TPA Private Limited

A handwritten signature in black ink, appearing to read "Anitha Manikantan".

Anitha Manikantan
Senior Vice President and Head-Human Resources

I agree to accept employment on the terms and conditions mentioned in the above letter of appointment. I undertake to keep the information on my compensation and benefits confidential.

Rajesh Kushwaha
Employee Signature

Medi Assist Insurance TPA Private Limited

CIN - U85199KA1999PTC025676

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Annexure A

*Strictly Private & Confidential

Salary Components	Annual Amount in INR
A. Fixed Salary Components	
Basic	2,25,000
House Rent Allowance	1,12,500
Bonus	14,472
Leave Travel Allowance (LTA)	0
Professional Development Allowance	65,604
Total Fixed Gross Salary (A)	4,17,576
B. Retirals	
PF Company Contribution	21,600
Gratuity Company Contribution	10,824
Total Retirals (B)	32,424
Total Fixed Cost To Company (A+B)	4,50,000
Total Cost To Company (A+B)	4,50,000

For Medi Assist Insurance TPA Private Limited

Anitha Manikantan
Senior Vice President and Head-Human Resources

Rajesh Kushwaha
Employee Signature

Medi Assist Insurance TPA Private Limited

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Annexure B

Please submit the photocopies of the following documents on the day of joining:

- Proof of age
- Certificate or testimonials of SSLC /10th Standard and Certificates supplementing your highest educational and professional qualification attainments
- Last three months' payslips of your previous
- Relieving letter from your previous mentioning the cause of separation
- Form 16 or any other authenticated document supplementing your earnings and income tax deduction /paid in the current financial year
- 8 (eight) passport sized photographs (with White background)
- PAN Card
- Voter ID, Aadhar Card, Passport or any photo ID address proofs
- PF UAN (if UAN is generated)
- Any other documents as may be required by the Organization

For Medi Assist Insurance TPA Private Limited

A handwritten signature in black ink, appearing to read "Anitha Manikantan".

Anitha Manikantan
Senior Vice President and Head-Human Resources

Rajesh Kushwaha
Employee Signature

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Web : www.mediassisttpa.in





NON DISCLOSURE AGREEMENT

This Non Disclosure Agreement ("Agreement") is made on 17-Nov-2021 (Effective Date)
Between

Medi Assist Insurance TPA Private Limited, a company incorporated under the Companies Act, 1956 having registered office at "Tower D, IBC Knowledge part 4/1, Bannerugatta road, Bangalore – 560 029 (hereinafter referred to as "**Company/Disclosing Party**") which expression shall unless repugnant to the context or meaning thereof be deemed to include its successors and permitted assigns).

AND

Mr./Ms. Rajesh Kushwaha, aged about 22 years, son/daughter/wife of Mr./Ms. Kashi Kushwaha, residing at Bangalore (hereinafter referred to as the "**Employee/Receiving Party**") which expression shall unless repugnant to the context thereof mean and include his/her heirs, executors, administrators, representatives, successors, administrators and assigns) Both Party shall be individually known as 'Party' and collectively known as 'Parties.

WHEREAS

The Company has appointed the Employee in its process Engineering as Software Engineer - L1 and in connection with the purpose, the Company will disclose to the Employee certain Confidential and Proprietary Information (as hereinafter defined) and the Parties wish to maintain the confidentiality of the Confidential and Proprietary Information in terms hereof.

Whereas in connection with the employment, the employee shall have access to the Confidential and Proprietary Information of the Company and therefore the Parties have executed this Non Disclosure Agreement.

NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

1. Confidential and Proprietary Information

"Confidential Information" shall mean any information and data either tangible or intangible, disclosed by the Company to the Employee, in connection with the Process, irrespective of the medium in which such information has been disclosed, whether before or after the Effective Date, either directly or indirectly, belonging to the Company including information relating to its associate companies/ Group companies or Parent company, subsidiary company and shall include without limitation, business and financial information, business plans, future developments, product developments and new products concepts and technical information, records, files, memoranda, reports, employee(s) list, employee data, employee personal information including bank account numbers, shareholding, remuneration, client data, medical information, personal information include all information in his/her possession and any other information of any kind and descriptions, including electronic data recorded or retrieved by any means, that have been or will be given to the Employee by the Company, as well as written or verbal instructions or comments and the like and/ or relating to the Company. The list of clients, customers of clients, the personal details and records maintained by the Company would be the proprietary information of the company.

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It is clarified that Confidential and Proprietary Information will not include the information listed below. However the Employee will have the burden of proving that any given exception applies in a particular case.

- a) Information which is in public domain without any fault of the Employee;
- b) Information which was rightfully in the Employee possession or any part of it which is generally known to the Employee prior to its association with the Company
- c) Information disclosed with Company's prior written approval.

2. Undertakings by Employee

The Employee shall use the confidential information solely in connection with the Process and not for any other purposes. The Employee agrees and undertakes to hold the Confidential and Proprietary Information of the Company in strict confidence. The Employee will use his/her best endeavors to ensure that Confidential Information is protected against theft or unauthorized access. The Employee will ensure that the Confidential and Proprietary Information is not disclosed to any third party or disseminated or published without the express written consent of the Company. The Employee shall not at any time use any of the Proprietary Information (or permit or assist a third party to use the Proprietary Information) for or in connection with any litigation of any nature. The Employee agrees and undertakes that within its respective organization, Confidential and Proprietary Information of the Company will be shared only with its Associates and other employees strictly on a "need-to-know" basis. The employee acknowledges that Confidential Information provided by the company is and shall remain the exclusive property of the company.

3. Forced Disclosure

Subject to clause 2, the Employee may disclose Proprietary Information, to the minimum extent required by any order of any court of competent jurisdiction or any competent judicial, governmental or regulatory body. Before the Employee discloses any information, he/she shall use all reasonable endeavors to inform the Company of the full circumstances and the information that will be disclosed consult the Company as to possible steps to avoid or limit disclosure and gain assurances as to Confidentiality from the body to which the information is to be disclosed.

4. Term

The restrictions of confidentiality shall survive even after termination of the employment or resignation by the employee from the Company. Upon Company's request or upon the termination of the employment or resignation by the employee, the Employee will promptly deliver to the Company all of The Company's Confidential Information (and all copies thereof) obtained or possessed by the Employee. With respect to Confidential Information stored in electronic form, the Employee shall delete all confidential information from his/her systems and shall confirm in writing that all confidential information has been deleted.

5. Non-compete

It is specifically understood by you that during the period of your employment with us and six months after severance you shall not seek or accept to be employed, engaged, hired by or in any manner whatsoever render services to any third party either in India or abroad whether or not such third party is engaged in competing business with our company or otherwise.

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6. Remedy

The Employee recognizes and acknowledges that Confidential Information is of a special, unique and extraordinary character to the Company and that disclosure, misappropriation or unauthorized use of such Confidential Information by the Employee cannot be fully compensated and that, further any such disclosure, misappropriation or unauthorized use of the Confidential Information shall cause irreparable injury to the Company. The Employee expressly agrees, therefore, that the Company, in addition to any rights and remedies it may have under this Agreement or at law or in equity, shall be entitled to seek injunctive and other equitable relief to prevent the breach, or the further breach, or any of the terms and provisions hereof. In view of the sensitivity of the information in the possession of the employee, the Employee agrees that in case of breach of this Agreement, he / she shall be liable for unliquidated damages to the company, irrespective of the claim/s against the Company or the loss sustained by the Company.

7. Severability

If any term of this Agreement is declared by any jurisdictional, Court/tribunal to be illegal or unenforceable, it will not affect the validity or enforceability of the other terms or provisions, unless the terms and provisions declared illegal or unenforceable are in the nature of a condition precedent or the essence of this Agreement or comprises an integral part of and inseparable from the remainder of this Agreement. In such event, the Parties will take all necessary action and shall execute any other documents required to suitably revise the illegal/unenforceable provision and facilitate the attainment of the objectives of this Agreement.

8. Notices

All notices and other communication hereunder shall be in writing and shall be deemed given if delivered personally or mailed by registered or certified mail (return receipt requested) to the Parties at their addresses specified in the introductory portion of this Agreement, or at any other address which a Party might specify in writing

9. Entire Agreement and Modifications

This Agreement constitutes the entire Agreement between the Parties on its subject and this supersedes all other prior agreements, arrangements or understandings, whether verbal, written, or implied. Any amendment hereto will be in writing and signed by the Parties.

10. Jurisdiction

This Agreement shall be governed by and interpreted in accordance with the laws of India and Bangalore Courts shall have exclusive jurisdiction regarding any dispute arising out of or in connection with this Agreement.

IN WITNESS WHEREOF the parties have executed this NDA on the day and date first above mentioned

For Medi Assist Insurance TPA Private Limited

A handwritten signature in blue ink, appearing to read "Anitha Manikantan".

Anitha Manikantan
Senior Vice President and Head-Human Resources

Rajesh Kushwaha
Employee Signature

Medi Assist Insurance TPA Private Limited

CIN - U85199KA1999PTC025676

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Dated: 10th January, 2022

Mr. Anand Kumar Gautam
S/O Jaishri Ram, Kamalpur,
Kamalpur Mau, Uttar Pradesh - 276403
Contact No: +91 7752963839
Aadhar No: **** * 6503

Ref: Servosys/Rcrt/2022-2023/Jan/012

Dear Anand,

This is with reference to your employment discussion with us dated 6th January 2022.

We are glad to inform you that on your successful clearance of the interviews, you are hereby offered for six months' probation as a "**Software Engineer**" in Noida, effective from **13th January 2022** at a CTC of INR **5,00,000/-** (Five Lakh Only) Per Annum.

The offer is subject to your acceptance of attached Terms and Conditions. This offer will not be valid after **13th January 2022**.

We look forward to a fruitful and mutually beneficial long-term relationship with you.

Yours truly,

AJAY
AGARWAL

Digitally signed by
AJAY AGARWAL
Date: 2022.01.12
14:38:09 +05'30'

Ajay Agarwal
Managing Director

TERMS AND CONDITIONS OF EMPLOYMENT FOR MR. ANAND KUMAR GAUTAM

SALARY STRUCTURE

Components of Salary	Amount	Amount
	INR (Monthly)	INR (Annual)
Basic	18,900	2,26,800
HRA	9,450	1,13,400
Bonus / Ex Gratia	1,574	18,892
Conveyance	3,000	36,000
Performance Incentive*	3,780	45,360
Special Bonus	1,096	13,148
Gross Salary (Monthly)	37,800	
Gross Salary (Annual)		4,53,600
Annual Service Reward (ASR)		0
P.F (Employer Contribution)		29484
Gratuity		10,904
Medical Insurance		6,012
Gross Annual Income		5,00,000

All statutory things i.e. TDS, PF (employee contribution), Professional tax, etc. will be deducted as applicable.

***PERFORMANCE INCENTIVE:** You shall be eligible for this Performance Incentive based on your performance judged by your immediate superior. This component shall be paid on monthly basis. After joining, you shall get 100% of the monthly performance incentive for the first three months and after that it will be decided every quarter based on your performance in the previous quarter.

ANNUAL SERVICE REWARD (IF APPLICABLE)

The Annual Service Reward, wherever applicable, and if specified in your appointment letter, is payable to the employees who complete 12 months of uninterrupted service excluding notice period. However, in case performance period is missed by you due to availing leave more than entitlement or deputation outstation for a period with additional benefits, you will get a pro-rata amount of the Annual Service Reward excluding the period missed by you.

PROBATION PERIOD

You will be on probation for a period of six months from the date of your appointment and this period is liable to be extended or reduced at the sole discretion of Management of Servosys Solutions (hereinafter sometimes referred to as Company). You will not be deemed as confirmed in the post unless the company intimates you to that effect in writing.

During the period of Probation, your appointment can be terminated either by the company giving 45 days' notice period or by yourself by giving 45 days' notice period. No relaxation in notice period will be permitted.

CONFIRMATION

Confirmation of your services is subject to your satisfactory performance and conduct during the probationary period. On confirmation of your services, you shall be entitled to avail annual benefits as admissible to the confirmed staff.

You will automatically retire from the service of the Company on attaining the age of 58 years. Management in its sole discretion may terminate your appointment by giving Ninety days' notice or Ninety days' salary in lieu thereof or for the period falling short of the notice period.

Candidate's Signature

TERMS AND CONDITIONS OF EMPLOYMENT FOR MR. ANAND KUMAR GAUTAM
TERMINATION OF EMPLOYMENT

1. Your employment with the Company can be terminated by yourself or by the Company by giving 45 days' notice during probation period and 90 days' notice after confirmation of your employment.
2. The Company however reserves the right to terminate your employment with immediate effect and payment of wages to you in lieu of balance notice period and it is acknowledging and agreed in advance that this amount will be adequate compensation to you for your early termination of your employment.
3. In case you have resigned or given a notice to terminate your employment, you are expected and required to diligently serve the entire notice period. However, in this case, the Company has the right to ask you to leave service at any time during the notice period without any payment for the balance unexpired portion of the notice period.
4. Your employment with the company is subject to the satisfactory verification of your background such as address records, educational records, criminal records, previous employment etc. on a regular basis by a third party selected by the company. If any negative findings come in the verification, the management reserves the right to terminate the employment with immediate effect without giving any notice period. The company also reserves the right to take legal action against you for providing false information.

OTHER TERMS AND CONDITIONS:

- 1) Your appointment is subject to:
 - a) The satisfactory verification of your character, antecedents and testimonials.
 - b) The authenticity and accuracy of the details provided by you to the company enables us to judge your suitability for employment and it is assumed that the details you have provided is true to the best of your knowledge and belief. Should it be found afterwards at any stage that you have given wrong information / misrepresented the facts, your services are liable to be summarily terminated.
 - c) You are found medically fit and continuing to remain medically fit. Before joining your duty, you are required to produce a medical fitness certificate issued by a Medical officer of a recognized Govt. hospital or by the Doctor appointed by the Company at your own cost.
- 2) If you are already in service, you must produce a relieving certificate from your employer at the time of reporting for duty.
- 3) In case you are absent from duty for more than 5 working days without informing the management of the company and without taking management's approval for the leaves, you will be considered as absconding from your job. Company reserves the right to terminate your job without giving any notice period in this case.
- 4) You will promptly disclose to the Company in writing any discovery, invention, process improvement made or discovered by you while in employment with the Company. You shall assign and agree to assign to the Company, while employed with the company and even after termination of your employment with the company, all your rights, titles and interest throughout the world including copyright and any other intellectual property right etc. in and to subject inventions conceived or made by you either solely or with others during your employment with the Company.
- 5) You will not (except in the normal course of Company's business) publish any article or statement, deliver any lecture or broadcast or make any communication in the press (including magazine publication) or to anyone else relating to the Company's product or any matter with which the Company may be concerned unless you have obtained written permission from the Company. The complete draft of any proposed article, lecture or broadcast or any other communication intended for publication must be submitted for approval along with the request for permission, before it is released for public.
- 6) For one year after termination of your services with the Company, for any reason, you will not directly or indirectly solicit or cause others to solicit Company employees for competitive employment.
- 7) The personal data provided by you to the company will be used by the company as may be required for any business

Candidate's Signature

TERMS AND CONDITIONS OF EMPLOYMENT FOR MR. ANAND KUMAR GAUTAM

and official purpose or requirement.

- 8) For one year after termination, for any reason of your employment with the Company, you shall not take /seek employment or act as consultant with any other organization or commercial establishment engaged in software development/sales or start your own business in the field similar to those manufactured by the Company.
- 9) For two years after termination for any reason of your employment with the Company, you will not approach any customers of the Company to sell any software product or service. You shall not take /seek employment or act as consultant with any of our customers during this period.
- 10) Your place of posting will be at our Office, **Servosys Solutions, Plot 19 A - 19 B, Digispice Building, Third Floor, Noida Sec - 125, Uttar Pradesh - 201301**. However, you can be transferred/posted/deputed from time to time, as and when necessary keeping in mind the nature of work assigned to you at the sole discretion of the Company, anywhere in or outside India, to any of Company's department(s) or location(s) or regional office(s) or to the department(s) or location(s) or branch(es) or rolls of any of its subsidiaries or associates, presently existing or which may be setup in the future. Upon such transfer, unless otherwise specified in writing at the time of transfer, you will automatically be governed by the terms and conditions of service applicable at such department or location or branch or subsidiary or associate of the Company as the case maybe.
- 11) Your increments and promotions in the Company will be given based on your performance and merit, your group performance and Company's performance, at the sole discretion of the management.
- 12) The Company, through its authorized officers, will allocate duties to you from time to time. Such duties may include responsibility in general for the area of your operations as well as specific assignments that may be given to you from time to time.
- 13) You may be required to work in shifts, if and when fixed by the Company from time to time as per business requirements and the applicable rules will apply in that regard.
- 14) You will be required to implement and act in accordance with the Company's Information Security System (ISMS), and protect assets from unauthorized access, disclosure, modification, destruction or interference.
- 15) You will be bound by the Code of Conduct and other rules, regulations, policies and orders issued by The Company from time to time in relation to your conduct, discipline and service conditions such as leave, medical, retirement etc. as if these conduct rules, regulations, policies et al. were part of this contract of appointment. Company reserves the right to alter/rescind the terms & conditions of service at its discretion.
- 16) In case of you being found violating or not abiding by the Code of Conduct and other rules, systems, regulations, policies and orders issued by the Company, you will be liable for disciplinary action under the disciplinary action policy of the Company.
- 17) In the event of any dispute regarding the terms and conditions of your appointment, you will be subject to the jurisdiction of the appropriate court of law at Delhi.
- 18) You will promptly, whenever require by the Company and in any event upon the termination of your employment with the Company, deliver up to the Company all the documents belonging to the Company including but necessarily not limited to drawings, blueprints, designs, reports, manuals, correspondence, customer lists, computer programs and all other materials all copies thereof relating in any way to the Company's business.
- 19) If you accept these conditions, kindly notify your acceptance by signing each page of the copy of these terms and
Candidate's Signature

TERMS AND CONDITIONS OF EMPLOYMENT FOR MR. ANAND KUMAR GAUTAM

conditions and return to us.

Yours truly,

For Servosys Solutions

Ajay Agarwal
Managing Director

I confirm that I have read and understood the above terms & conditions of employment and accept my obligations and liability relating to them.

Candidate's Signature:

Date:

Candidate's Signature



**Come work at the
heart of change**



To,

Name : Bhupendra Tripathi

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

Dear Bhupendra Tripathi,

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

- **Document verification and checks-** Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 14 Days from the day you receive the Offer Letter.

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

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

Each of such assessments including Primer assessment will add towards the final score. A min. of 60% will needed to be scored for successful clearance. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning program.

If potential new joiners are unable to complete the Accenture specific stream training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

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

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

Annexure A

- Career Level - 11
 - Proposed role - Advanced App Engineering Analyst
 - Annual fixed compensation for the fiscal will be **INR 5,41,500**; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
 - Local Variable Bonus - At your career level, the maximum annual target variable pay-out is estimated as **INR 46,028**. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
 - Joining Bonus - You are also eligible for a joining Bonus of **INR 50,000**; payable upon successful completion of initial training as per company process.
 - Maximum Annual Total earning potential – **6,37,528**
 - Additional Notional Benefits: Gratuity as per law (if applicable) + Benefits: **INR 13,000**
Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
 - Maximum Annual Total earning potential + Total Additional Benefits – **INR 6,50,528/-**
- You may be required to relocate for project deployment to any part of India and work in 24X7 shifts basis business requirement

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

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

[Submit & Print](#)**APPOINTMENT LETTER**

January 29, 2022

Dear Deepak Kumar,

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 for enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- d. Your appointment shall be treated as withdrawn in case:
- i. You have not scored minimum aggregate marks of 60% in your 10th Standard or equivalent education.
 - ii. You have not scored minimum aggregate marks of 60% in your 12th Standard or equivalent education.
 - iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
 - iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
 - v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least 12 months** commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall **be liable to pay to the Company** liquidated damages of up to Rs. 75,000/- (Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, 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 Shallen
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 dependant 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 dependant 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. Disclosures 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, 2009

I Deepak Kumar, 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: Deepak Kumar

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)	1,600
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	27,108
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	29,167
Total Cost to Company per annum	3,50,004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

- Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
- Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
- Medical assistance of Rs. 15,000 per annum for employees who are not covered under the ESI scheme.
- Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

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:

- The special bonus is subject to:
 - you being "active" in the services of the company through to retention date as applicable
 - your employment has not been terminated for poor performance or for cause prior to retention date
 - you have not resigned voluntarily or abandoned your job as of the retention date
- 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.
- 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
- 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
- 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.
- 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 myWpro->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 myWpro 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 exemption 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 CBOT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

* [View My and Employee Policy](#)

1. YOUR LIFE AND ACCIDENT LEVEL

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk

Application FAQs (<http://icims.help>)

Software Powered by ICIMS

www.icims.com (http://www.icims.com/platform_help?

[utm_source=platform&utm_medium=link&utm_content=page1&utm_campaign=platform%20help](http://www.icims.com/platform_help?utm_source=platform&utm_medium=link&utm_content=page1&utm_campaign=platform%20help))

[Fraud Awareness \(/fraud-awareness\)](#) [FAQs \(/faqs\)](#) [Contact Us \(/contact-us\)](#)

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<https://www.wipro.com/india/employee-portal/employee-portal.html>

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Offer: Computer Consultancy
Ref: TCSL/DT20217651716/Delhi
Date: 02/12/2021

Mr. Lavish Chaddha
House No 8 Village Babugarh Post Babugarh Cantt Distt Hapur,
Near Primary School,
Hapur-245201,
Uttar Pradesh,
Tel# 91-6395104823

Dear Lavish Chaddha,

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.



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 TCSL as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCSL.

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 Sri Lankan 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 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. 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 overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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

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Tel: 91 11 6650 6555 Fax: 91 11 2331 1735 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



GROSS SALARY SHEET

Annexure 1

Name	Lavish Chaddha
Designation	Assistant System Engineer-Trainee
Institute Name	Dr. B.R. Ambedkar University, Agra

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



Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p>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, CHANDARA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th Floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati - 781006,Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p>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</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - II/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p>	



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.



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 filing 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.



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.



(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.



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 or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(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.



APPOINTMENT LETTER

January 21, 2022

Dear ANSHIKA GUPTA,

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:
- You have not scored minimum aggregate marks of 60% in your 10th Standard or equivalent education.
 - You have not scored minimum aggregate marks of 60% in your 12th Standard or equivalent education.
 - For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
 - For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
 - 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 ANSHIKA GUPTA, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

- validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- processing my job application including background verification checks;
- employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: ANSHIKA GUPTA

Position: Project Engineer

Career Group: TRB - II

You shall receive salary as detailed below.

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

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

- Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
- Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
- Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
- Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

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 exemption up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. Non-transferable Meal card:

An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. Education Allowance:

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. New Pension System:

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

- a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm
- b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

- a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.
- b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

- a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
 - i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.
- c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. **Medical Assistance Program (MAS)**:** This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.
2. **Mediclaim:** You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. $15,000 \times 20 \times 2.7\% \times 80\% = \text{Rs. } 6,480$ per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

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

Contingency Loan: An interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal instalments. 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 :

- 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.
- 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 a 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 ANSHIKA GUPTA 21/1/2022 11:32 AM

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

Registered Office

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru W : wipro.com
560 035
India C : L32102KA1945PLC020800

23071245

EMPLOYMENT CONTRACT

THIS EMPLOYMENT CONTRACT (this "Agreement") dated this 1st day of July, 2021

BETWEEN:

Prayogik Energy Pvt Ltd of 7, Amenities Centre, IIC PDEU Gandhinagar
Gujarat 382007 (the "Employer")

OF THE FIRST PART

- AND -

Aditya Verma S/o of Rakesh Kumar Verma, Gram Tiulak, Post Basuliya,
Shahjahanpur, Uttar Pradesh 242001 (the "Employee")

OF THE SECOND PART

BACKGROUND:

- A. The Employer is of the opinion that the Employee has the necessary qualifications, experience and abilities to assist and benefit the Employer in its business.
- B. The Employer desires to employ the Employee and the Employee has agreed to accept and enter such employment upon the terms and conditions set out in this Agreement.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the parties to this Agreement agree as follows:

Commencement Date and Term

1. The Employee will commence permanent full-time employment with the Employer on the 1st day of July, 2021 (the "Commencement Date").

Job Title and Description

2. The initial job title of the Employee will be the following: Technical Development Growth-4M
3. The Employee agrees to be employed on the terms and conditions set out in this Agreement. The Employee agrees to be subject to the general supervision of and act pursuant to the orders, advice and direction of the Employer.
4. The Employee will perform any and all duties as requested by the Employer that are reasonable and that are customarily performed by a person holding a similar position in the industry or business of the Employer.
5. The Employer may make changes to the job title or duties of the Employee where the changes would be considered reasonable for a similar position in the industry or business of the Employer. The Employee's job title or duties may be changed by agreement and with the approval of both the Employee and the Employer or after a notice period required under law.
6. The Employee agrees to abide by the Employer's rules, regulations, policies and practices, including those concerning work schedules, vacation and sick leave, as they may from time to time be adopted or modified.

Employee Compensation

7. Compensation paid to the Employee for the services rendered by the Employee as required by this Agreement (the "Compensation") will include a salary of Rs3,000.00/- (Three thousand) per month.
8. This Compensation will be payable once per month while this Agreement is in force. The Employer is entitled to deduct from the Employee's Compensation, or from any other compensation in whatever form, any applicable deductions and remittances as required by law.
9. The Employee understands and agrees that any additional remuneration paid to the Employee in the form of bonuses or other similar incentive remuneration will rest in the sole discretion of the Employer and that the Employee will not earn or accrue any right to incentive remuneration by reason of the Employee's employment.
10. The Employer will reimburse the Employee for all reasonable expenses, in accordance with the Employer's lawful policies as in effect from time to time, including but not limited to, any travel

and entertainment expenses incurred by the Employee in connection with the business of the Employer. Expenses will be paid within a reasonable time after submission of acceptable supporting documentation.

Place of Work

11. The Employee's primary place of work will be at the following location:
 - Room no. 8 ROLTA Incubation Centre MANIT Bhopal.
12. The Employee will also be required to work at the following place or places:
 - 7, Amenities Innovation and Incubation Centre, PDPU Gandhinagar Gujarat-382007
 - 6, BNest Bhopal Smart City Development Corporation Limited, BHEL Bhopal-462023
 - 35, Nagbhoomi Housing society, Sugat Nagar, Nagpur, Maharashtra, India, 440014
13. The Employer will inform the Employee in advance of the Employee being required to work at other locations.

Time of Work

14. However, the Employee will, on receiving reasonable notice from the Employer, work additional hours and/or hours outside of the Employee's Normal Hours of Work as deemed necessary by the Employer to meet the business needs of the Employer.

Employee Benefits

15. The Employee will be entitled to only those additional benefits that are currently available as described in the lawful provisions of the Employer's employment booklets, manuals, and policy documents or as required by law.
16. Employer discretionary benefits are subject to change, without compensation, upon the Employer providing the Employee with 30 days written notice of that change and providing that any change to those benefits is taken generally with respect to other employees and does not single out the Employee.

Vacation

17. The Employee will be entitled to two weeks of paid vacation each year during the term of this Agreement, or as entitled by law, whichever is greater.
18. The times and dates for any vacation will be determined by mutual agreement between the Employer and the Employee.
19. Upon termination of employment, the Employer will compensate the Employee for any accrued but unused vacation.

Duty to Devote Full Time

20. The Employee agrees to devote full-time efforts, as an employee of the Employer, to the employment duties and obligations as described in this Agreement.

Conflict of Interest

21. During the term of the Employee's active employment with the Employer, it is understood and agreed that any business opportunity relating to or similar to the Employer's actual or reasonably anticipated business opportunities (with the exception of personal investments in less than 5% of the equity of a business, investments in established family businesses, real estate, or investments in stocks and bonds traded on public stock exchanges) coming to the attention of the Employee, is an opportunity belonging to the Employer. Therefore, the Employee will advise the Employer of the opportunity and cannot pursue the opportunity, directly or indirectly, without the written consent of the Employer.
22. During the term of the Employee's active employment with the Employer, the Employee will not, directly or indirectly, engage or participate in any other business activities that the Employer, in its reasonable discretion, determines to be in conflict with the best interests of the Employer without the written consent of the Employer.

Non-Competition

23. The Employee agrees that during the Employee's term of active employment with the Employer and for a period of Five (5) years after the end of that term, the Employee will not, directly or indirectly, as employee, owner, sole proprietor, partner, director, member, consultant, agent, founder, co-venturer or otherwise, solely or jointly with others engage in any business that is in competition with the business of the Employer within any geographic area in or around

Globally, in which the Employer conducts its business, or give advice or lend credit, money or the Employee's reputation to any natural person or business entity engaged in a competing business in any geographic area in which the Employer conducts its business.

Non-Solicitation

24. The Employee understands and agrees that any attempt on the part of the Employee to induce other employees or contractors to leave the Employer's employ, or any effort by the Employee to interfere with the Employer's relationship with its other employees and contractors would be harmful and damaging to the Employer. The Employee agrees that during the Employee's term of employment with the Employer and for a period of five (5) years after the end of that term, the Employee will not in any way, directly or indirectly:
 - a. Induce or attempt to induce any employee or contractor of the Employer to quit employment or retainer with the Employer;
 - b. Otherwise interfere with or disrupt the Employer's relationship with its employees and contractors;
 - c. Discuss employment opportunities or provide information about competitive employment to any of the Employer's employees or contractors; or
 - d. Solicit, entice, or hire away any employee or contractor of the Employer for the purpose of an employment opportunity that is in competition with the Employer.
25. This non-solicitation obligation as described in this section will be limited to employees or contractors who were employees or contractors of the Employer during the period that the Employee was employed by the Employer.
26. During the term of the Employee's active employment with the Employer, and for five (5) years thereafter, the Employee will not divert or attempt to divert from the Employer any business the Employer had enjoyed, solicited, or attempted to solicit, from its customers, prior to termination or expiration, as the case may be, of the Employee's employment with the Employer.

Confidential Information

27. The Employee acknowledges that, in any position the Employee may hold, in and as a result of the Employee's employment by the Employer, the Employee will, or may, be making use of, acquiring or adding to information which is confidential to the Employer (the "Confidential Information") and the Confidential Information is the exclusive property of the Employer.

28. The Confidential Information will include all data and information relating to the business and management of the Employer, including but not limited to, proprietary and patent, copyright, trade secret technology and accounting records to which access is obtained by the Employee, including Work Product, Computer Software, Other Proprietary Data, Business Operations, Marketing and Development Operations, and Customer Information.

29. The Confidential Information will also include any information that has been disclosed by a third party to the Employer and is governed by a non-disclosure agreement entered into between that third party and the Employer.

30. The Confidential Information will not include information that:
 - a. Is generally known in the industry of the Employer;
 - b. Is now or subsequently becomes generally available to the public through no wrongful act of the Employee;
 - c. Was rightfully in the possession of the Employee prior to the disclosure to the Employer by the Employer;
 - d. The Employee rightfully obtains from a third party who has the right to transfer or disclose it.

31. The Confidential Information will also include anything developed or produced by the Employee during the Employee's term of employment with the Employer, including any intellectual property, process, design, development, creation, research, invention, independently created by the Employee without direct or indirect use of the Confidential Information; or know-how, trade name, trade-mark or copyright that:
 - a. Was developed without the use of equipment, supplies, facility or Confidential Information of the Employer;

- b. Was developed entirely on the Employee's own time;
- c. Result from any work performed by the Employee for the Employer; and
- d. Related to any actual or reasonably anticipated business opportunity of the Employer.

Duties and Obligations Concerning Confidential Information

- 32. The Employee agrees that a material term of the Employee's contract with the Employer is to keep all Confidential Information absolutely confidential and protect its release from the public. The Employee agrees not to divulge, reveal, report or use, for any purpose, any of the Confidential Information which the Employee has obtained or which was disclosed to the Employee by the Employer as a result of the Employee's employment by the Employer. The Employee agrees that if there is any question as to such disclosure then the Employee will seek out senior management of the Employer prior to making any disclosure of the Employer's information that may be covered by this Agreement.
- 33. The Employee agrees and acknowledges that the Confidential Information is of a proprietary and confidential nature and that any disclosure of the Confidential Information to a third party in breach of this Agreement cannot be reasonably or adequately compensated for in money damages, would cause irreparable injury to Employer, would gravely affect the effective and successful conduct of the Employer's business and goodwill, and would be a material breach of this Agreement.
- 34. The obligations to ensure and protect the confidentiality of the Confidential Information imposed on the Employee in this Agreement and any obligations to provide notice under this Agreement will survive the expiration or termination, as the case may be, of this Agreement and will continue indefinitely from the date of such expiration or termination.

35. The Employee may disclose any of the Confidential Information:
 - a. To a third party where Employer has consented in writing to such disclosure; or
 - b. To the extent required by law or by the request or requirement of any judicial, legislative, administrative or other governmental body after providing reasonable prior notice to the Employer.
36. If the Employee loses or makes unauthorized disclosure of any of the Confidential Information, the Employee will immediately notify the Employer and take all reasonable steps necessary to retrieve the lost or improperly disclosed Confidential Information.

Ownership and Title to Confidential Information

37. The Employee acknowledges and agrees that all rights, title and interest in any Confidential Information will remain the exclusive property of the Employer. Accordingly, the Employee specifically agrees and acknowledges that the Employee will have no interest in the Confidential Information, including, without limitation, no interest in know-how, copyright, trade-marks or trade names, notwithstanding the fact that the Employee may have created or contributed to the creation of the Confidential Information.
38. The Employee waives any moral rights that the Employee may have with respect to the Confidential Information.
39. The Employee agrees to immediately disclose to the Employer all Confidential Information developed in whole or in part by the Employee during the Employee's term of employment with the Employer and to assign to the Employer any right, title or interest the Employee may have in the Confidential Information. The Employee agrees to execute any instruments and to do all other things reasonably requested by the Employer, both during and after the Employee's employment with the Employer, in order to vest more fully in the Employer all ownership rights in those items transferred by the Employee to the Employer.

Return of Confidential Information

40. The Employee agrees that, upon request of the Employer or upon termination or expiration, as the case may be, of this employment, the Employee will turn over to the Employer all Confidential Information belonging to the Employer, including but not limited to, all documents,

plans, specifications, disks or other computer media, as well as any duplicates or backups made of that Confidential Information in whatever form or media, in the possession or control of the Employee that:

- a. May contain or be derived from ideas, concepts, creations, or trade secrets and other proprietary and Confidential Information as defined in this Agreement; or
- b. Is connected with or derived from the Employee's employment with the Employer.

Contract Binding Authority

41. Notwithstanding any other term or condition expressed or implied in this Agreement to the contrary, the Employee will not have the authority to enter into any contracts or commitments for or on the behalf of the Employer without first obtaining the express written consent of the Employer.

Termination of Employment

42. The Employer and the Employee agree that the Employee's employment is at-will. As such, this Agreement is subject to termination by the Employee or the Employer at any time with or without notice, and with or without cause. Nothing in this Agreement, or in any of the Employer's policies or procedures, should be interpreted to eliminate the at-will employment status of the Employee.
43. The Termination Date specified by either the Employee or the Employer may expire on any day of the month and upon the Termination Date the Employer will forthwith pay to the Employee any outstanding portion of the compensation including any accrued vacation and banked time, if any, calculated to the Termination Date.
44. If notice has been given by either party for any reason, the Employee and the Employer agree to execute their duties and obligations under this Agreement diligently and in good faith through to the end of the notice period. The Employer may not make any changes to compensation or any other term or condition of this Agreement between the time termination notice is given through to the end of the notice period.

Remedies

45. In the event of a breach or threatened breach by the Employee of any of the provisions of this Agreement, the Employee agrees that the Employer is entitled to a permanent injunction, in addition to and not in limitation of any other rights and remedies available to the Employer at law or in equity, in order to prevent or restrain any such breach by the Employee or by the Employee's partners, agents, representatives, servants, employees, and/or any and all persons directly or indirectly acting for or with the Employee.

Severability

46. The Employer and the Employee acknowledge that this Agreement is reasonable, valid and enforceable. However, if any term, covenant, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, it is the parties' intent that such provision be changed in scope by the court only to the extent deemed necessary by that court to render the provision reasonable and enforceable and the remainder of the provisions of this Agreement will in no way be affected, impaired or invalidated as a result.

Notices

47. Any notices, deliveries, requests, demands or other communications required here will be deemed to be completed when hand-delivered, delivered by agent, or seven (7) days after being placed in the post, postage prepaid, to the parties at the following addresses or as the parties may later designate in writing:

- **Employer:**

Name: Prayogik Energy Pvt Ltd
Address: 7, Amenities IIC PDEU, Gandhinagar, Gujarat 382007
Email: rashmi@prayogik.in

- **Employee:**

Name: Aditya Verma
Address: Gram Tiulak, Post Basuliya, Shahjahanpur, Uttar Pradesh 242001
Email: aditya.v1811@gmail.com

Modification of Agreement

48. Any amendment or modification of this Agreement or additional obligation assumed by either party in connection with this Agreement will only be binding if evidenced in writing signed by each party or an authorized representative of each party.

Governing Law

49. This Agreement will be construed in accordance with and governed by the laws of the state of Gujarat.

Definitions

50. For the purpose of this Agreement the following definitions will apply:
- a. 'Work Product' means work product information, including but not limited to, work product resulting from or related to work or projects performed or to be performed for the Employer or for clients of the Employer, of any type or form in any stage of actual or anticipated research and development.
 - b. 'Computer Software' means computer software resulting from or related to work or projects performed or to be performed for the Employer or for clients of the Employer, of any type or form in any stage of actual or anticipated research and development, including but not limited to, programs and program modules, routines and subroutines, processes, algorithms, design concepts, design specifications (design notes, annotations, documentation, flowcharts, coding sheets, and the like), source code, object code and load modules, programming, program patches and system designs.
 - c. 'Other Proprietary Data' means information relating to the Employer's proprietary rights prior to any public disclosure of such information, including but not limited to, the nature of the proprietary rights, production data, technical and engineering data, test data and test results, the status and details of research and development of products and services, and information regarding acquiring, protecting, enforcing and licensing proprietary rights (including patents, copyrights and trade secrets).
 - d. 'Business Operations' means operational information, including but not limited to, internal personnel and financial information, vendor names and other vendor information (including vendor characteristics, services and agreements), purchasing and internal cost

information, internal services and operational manuals, and the manner and methods of conducting the Employer's business.

- e. 'Marketing and Development Operations' means marketing and development information, including but not limited to, marketing and development plans, price and cost data, price and fee amounts, pricing and billing policies, quoting procedures, marketing techniques and methods of obtaining business, forecasts and forecast assumptions and volumes, and future plans and potential strategies of the Employer which have been or are being considered.
- f. 'Customer Information' means customer information, including but not limited to, names of customers and their representatives, contracts and their contents and parties, customer services, data provided by customers and the type, quantity and specifications of products and services purchased, leased, licensed or received by customers of the Employer.
- g. 'Termination Date' means the date specified in this Agreement or in a subsequent notice by either the Employee or the Employer to be the last day of employment under this Agreement. The parties acknowledge that various provisions of this Agreement will survive the Termination Date.


General Provisions

- 51. Time is of the essence in this Agreement.
- 52. Headings are inserted for the convenience of the parties only and are not to be considered when interpreting this Agreement. Words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa.
- 53. No failure or delay by either party to this Agreement in exercising any power, right or privilege provided in this Agreement will operate as a waiver, nor will any single or partial exercise of such rights, powers or privileges preclude any further exercise of them or the exercise of any other right, power or privilege provided in this Agreement.
- 54. This Agreement will inure to the benefit of and be binding upon the respective heirs, executors, administrators, successors and assigns, as the case may be, of the Employer and the Employee.

55. This Agreement may be executed in counterparts. Facsimile signatures are binding and are considered to be original signatures.
56. If, at the time of execution of this Agreement, there is a pre-existing employment agreement still in effect between the parties to this Agreement, then in consideration of and as a condition of the parties entering into this Agreement and other valuable consideration, the receipt and sufficiency of which consideration is acknowledged, this Agreement will supersede any and all pre-existing employment agreements between the Employer and the Employee. Any duties, obligations and liabilities still in effect from any pre-existing employment agreement are void and no longer enforceable after execution of this Agreement.
57. This Agreement constitutes the entire agreement between the parties and there are no further items or provisions, either oral or written. The parties to this Agreement stipulate that neither of them has made any representations with respect to the subject matter of this Agreement except such representations as are specifically set forth in this Agreement.

IN WITNESS WHEREOF, the parties have duly affixed their signatures under hand and seal on this 1st day of July, 2021.

EMPLOYER:

 **PRAYOGIK ENERGY PVT. LTD.**
DIRECTOR/ANTR. DIRA.
Rashmi Singh, Director,
Prayogik Energy Pvt Ltd

EMPLOYEE:

Aditya Verma

EMPLOYMENT CONTRACT

THIS EMPLOYMENT CONTRACT (this "Agreement") dated this 15th day of July, 2021

BETWEEN:

Prayogik Energy Pvt Ltd of 7, Amenities Centre, IIC PDEU Gandhinagar
Gujarat 382007 (the "Employer")

OF THE FIRST PART

- AND -

Akansha Pathak, CRPF Camp Jhapan Muzaffarpur, 842004 (the "Employee")

OF THE SECOND PART

BACKGROUND:

- A. The Employer is of the opinion that the Employee has the necessary qualifications, experience and abilities to assist and benefit the Employer in its business.
- B. The Employer desires to employ the Employee and the Employee has agreed to accept and enter such employment upon the terms and conditions set out in this Agreement.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the parties to this Agreement agree as follows:

Commencement Date and Term

1. The Employee will commence permanent full-time employment with the Employer on the 15th day of July, 2021 (the "Commencement Date").

Job Title and Description

2. The initial job title of the Employee will be the following: Technical Development Growth-5M
3. The Employee agrees to be employed on the terms and conditions set out in this Agreement. The Employee agrees to be subject to the general supervision of and act pursuant to the orders, advice and direction of the Employer.
4. The Employee will perform any and all duties as requested by the Employer that are reasonable and that are customarily performed by a person holding a similar position in the industry or business of the Employer.
5. The Employer may make changes to the job title or duties of the Employee where the changes would be considered reasonable for a similar position in the industry or business of the Employer. The Employee's job title or duties may be changed by agreement and with the approval of both the Employee and the Employer or after a notice period required under law.
6. The Employee agrees to abide by the Employer's rules, regulations, policies and practices, including those concerning work schedules, vacation and sick leave, as they may from time to time be adopted or modified.

Employee Compensation

7. Compensation paid to the Employee for the services rendered by the Employee as required by this Agreement (the "Compensation") will include a salary of Rs3,000.00/- (Three thousand) per month.
8. This Compensation will be payable once per month while this Agreement is in force. The Employer is entitled to deduct from the Employee's Compensation, or from any other compensation in whatever form, any applicable deductions and remittances as required by law.
9. The Employee understands and agrees that any additional remuneration paid to the Employee in the form of bonuses or other similar incentive remuneration will rest in the sole discretion of the Employer and that the Employee will not earn or accrue any right to incentive remuneration by reason of the Employee's employment.
10. The Employer will reimburse the Employee for all reasonable expenses, in accordance with the Employer's lawful policies as in effect from time to time, including but not limited to, any travel

and entertainment expenses incurred by the Employee in connection with the business of the Employer. Expenses will be paid within a reasonable time after submission of acceptable supporting documentation.

Place of Work

11. The Employee's primary place of work will be at the following location:

- Room no. 8 ROLTA Incubation Centre MANIT Bhopal.

12. The Employee will also be required to work at the following place or places:

- 7, Amenities Innovation and Incubation Centre, PDPU Gandhinagar Gujarat-382007
- 6, BNest Bhopal Smart City Development Corporation Limited, BHEL Bhopal-462023
- 35, Nagbhoomi Housing society, Sugat Nagar, Nagpur, Maharashtra, India, 440014

13. The Employer will inform the Employee in advance of the Employee being required to work at other locations.

Time of Work

14. However, the Employee will, on receiving reasonable notice from the Employer, work additional hours and/or hours outside of the Employee's Normal Hours of Work as deemed necessary by the Employer to meet the business needs of the Employer.

Employee Benefits

15. The Employee will be entitled to only those additional benefits that are currently available as described in the lawful provisions of the Employer's employment booklets, manuals, and policy documents or as required by law.

16. Employer discretionary benefits are subject to change, without compensation, upon the Employer providing the Employee with 30 days written notice of that change and providing that any change to those benefits is taken generally with respect to other employees and does not single out the Employee.

Vacation

17. The Employee will be entitled to two weeks of paid vacation each year during the term of this Agreement, or as entitled by law, whichever is greater.
18. The times and dates for any vacation will be determined by mutual agreement between the Employer and the Employee.
19. Upon termination of employment, the Employer will compensate the Employee for any accrued but unused vacation.

Duty to Devote Full Time

20. The Employee agrees to devote full-time efforts, as an employee of the Employer, to the employment duties and obligations as described in this Agreement.

Conflict of Interest

21. During the term of the Employee's active employment with the Employer, it is understood and agreed that any business opportunity relating to or similar to the Employer's actual or reasonably anticipated business opportunities (with the exception of personal investments in less than 5% of the equity of a business, investments in established family businesses, real estate, or investments in stocks and bonds traded on public stock exchanges) coming to the attention of the Employee, is an opportunity belonging to the Employer. Therefore, the Employee will advise the Employer of the opportunity and cannot pursue the opportunity, directly or indirectly, without the written consent of the Employer.
22. During the term of the Employee's active employment with the Employer, the Employee will not, directly or indirectly, engage or participate in any other business activities that the Employer, in its reasonable discretion, determines to be in conflict with the best interests of the Employer without the written consent of the Employer.

Non-Competition

23. The Employee agrees that during the Employee's term of active employment with the Employer and for a period of Five (5) years after the end of that term, the Employee will not, directly or indirectly, as employee, owner, sole proprietor, partner, director, member, consultant, agent, founder, co-venturer or otherwise, solely or jointly with others engage in any business that is in competition with the business of the Employer within any geographic area in or around

Globally, in which the Employer conducts its business, or give advice or lend credit, money or the Employee's reputation to any natural person or business entity engaged in a competing business in any geographic area in which the Employer conducts its business.

Non-Solicitation

24. The Employee understands and agrees that any attempt on the part of the Employee to induce other employees or contractors to leave the Employer's employ, or any effort by the Employee to interfere with the Employer's relationship with its other employees and contractors would be harmful and damaging to the Employer. The Employee agrees that during the Employee's term of employment with the Employer and for a period of five (5) years after the end of that term, the Employee will not in any way, directly or indirectly:
- a. Induce or attempt to induce any employee or contractor of the Employer to quit employment or retainer with the Employer;
 - b. Otherwise interfere with or disrupt the Employer's relationship with its employees and contractors;
 - c. Discuss employment opportunities or provide information about competitive employment to any of the Employer's employees or contractors; or
 - d. Solicit, entice, or hire away any employee or contractor of the Employer for the purpose of an employment opportunity that is in competition with the Employer.
25. This non-solicitation obligation as described in this section will be limited to employees or contractors who were employees or contractors of the Employer during the period that the Employee was employed by the Employer.
26. During the term of the Employee's active employment with the Employer, and for five (5) years thereafter, the Employee will not divert or attempt to divert from the Employer any business the Employer had enjoyed, solicited, or attempted to solicit, from its customers, prior to termination or expiration, as the case may be, of the Employee's employment with the Employer.

Confidential Information

27. The Employee acknowledges that, in any position the Employee may hold, in and as a result of the Employee's employment by the Employer, the Employee will, or may, be making use of, acquiring or adding to information which is confidential to the Employer (the "Confidential Information") and the Confidential Information is the exclusive property of the Employer.

28. The Confidential Information will include all data and information relating to the business and management of the Employer, including but not limited to, proprietary and patent, copyright, trade secret technology and accounting records to which access is obtained by the Employee, including Work Product, Computer Software, Other Proprietary Data, Business Operations, Marketing and Development Operations, and Customer Information.

29. The Confidential Information will also include any information that has been disclosed by a third party to the Employer and is governed by a non-disclosure agreement entered into between that third party and the Employer.

30. The Confidential Information will not include information that:
 - a. Is generally known in the industry of the Employer;
 - b. Is now or subsequently becomes generally available to the public through no wrongful act of the Employee;
 - c. Was rightfully in the possession of the Employee prior to the disclosure to the Employer by the Employer;
 - d. The Employee rightfully obtains from a third party who has the right to transfer or disclose it.

31. The Confidential Information will also include anything developed or produced by the Employee during the Employee's term of employment with the Employer, including any intellectual property, process, design, development, creation, research, invention, independently created by the Employee without direct or indirect use of the Confidential Information; or know-how, trade name, trade-mark or copyright that:
 - a. Was developed without the use of equipment, supplies, facility or Confidential Information of the Employer;

- b. Was developed entirely on the Employee's own time;
- c. Result from any work performed by the Employee for the Employer; and
- d. Related to any actual or reasonably anticipated business opportunity of the Employer.

Duties and Obligations Concerning Confidential Information

- 32. The Employee agrees that a material term of the Employee's contract with the Employer is to keep all Confidential Information absolutely confidential and protect its release from the public. The Employee agrees not to divulge, reveal, report or use, for any purpose, any of the Confidential Information which the Employee has obtained or which was disclosed to the Employee by the Employer as a result of the Employee's employment by the Employer. The Employee agrees that if there is any question as to such disclosure then the Employee will seek out senior management of the Employer prior to making any disclosure of the Employer's information that may be covered by this Agreement.
- 33. The Employee agrees and acknowledges that the Confidential Information is of a proprietary and confidential nature and that any disclosure of the Confidential Information to a third party in breach of this Agreement cannot be reasonably or adequately compensated for in money damages, would cause irreparable injury to Employer, would gravely affect the effective and successful conduct of the Employer's business and goodwill, and would be a material breach of this Agreement.
- 34. The obligations to ensure and protect the confidentiality of the Confidential Information imposed on the Employee in this Agreement and any obligations to provide notice under this Agreement will survive the expiration or termination, as the case may be, of this Agreement and will continue indefinitely from the date of such expiration or termination.
- 35. The Employee may disclose any of the Confidential Information:
 - a. To a third party where Employer has consented in writing to such disclosure; or
 - b. To the extent required by law or by the request or requirement of any judicial, legislative, administrative or other governmental body after providing reasonable prior notice to the Employer.
- 36. If the Employee loses or makes unauthorized disclosure of any of the Confidential Information, the Employee will immediately notify the Employer and take all reasonable steps necessary to retrieve the lost or improperly disclosed Confidential Information.

Ownership and Title to Confidential Information

37. The Employee acknowledges and agrees that all rights, title and interest in any Confidential Information will remain the exclusive property of the Employer. Accordingly, the Employee specifically agrees and acknowledges that the Employee will have no interest in the Confidential Information, including, without limitation, no interest in know-how, copyright, trade-marks or trade names, notwithstanding the fact that the Employee may have created or contributed to the creation of the Confidential Information.
38. The Employee waives any moral rights that the Employee may have with respect to the Confidential Information.
39. The Employee agrees to immediately disclose to the Employer all Confidential Information developed in whole or in part by the Employee during the Employee's term of employment with the Employer and to assign to the Employer any right, title or interest the Employee may have in the Confidential Information. The Employee agrees to execute any instruments and to do all other things reasonably requested by the Employer, both during and after the Employee's employment with the Employer, in order to vest more fully in the Employer all ownership rights in those items transferred by the Employee to the Employer.

Return of Confidential Information

40. The Employee agrees that, upon request of the Employer or upon termination or expiration, as the case may be, of this employment, the Employee will turn over to the Employer all Confidential Information belonging to the Employer, including but not limited to, all documents, plans, specifications, disks or other computer media, as well as any duplicates or backups made of that Confidential Information in whatever form or media, in the possession or control of the Employee that:
 - a. May contain or be derived from ideas, concepts, creations, or trade secrets and other proprietary and Confidential Information as defined in this Agreement; or
 - b. Is connected with or derived from the Employee's employment with the Employer.

Contract Binding Authority

41. Notwithstanding any other term or condition expressed or implied in this Agreement to the contrary, the Employee will not have the authority to enter into any contracts or commitments for or on the behalf of the Employer without first obtaining the express written consent of the Employer.

Termination of Employment

42. The Employer and the Employee agree that the Employee's employment is at-will. As such, this Agreement is subject to termination by the Employee or the Employer at any time with or without notice, and with or without cause. Nothing in this Agreement, or in any of the Employer's policies or procedures, should be interpreted to eliminate the at-will employment status of the Employee.
43. The Termination Date specified by either the Employee or the Employer may expire on any day of the month and upon the Termination Date the Employer will forthwith pay to the Employee any outstanding portion of the compensation including any accrued vacation and banked time, if any, calculated to the Termination Date.
44. If notice has been given by either party for any reason, the Employee and the Employer agree to execute their duties and obligations under this Agreement diligently and in good faith through to the end of the notice period. The Employer may not make any changes to compensation or any other term or condition of this Agreement between the time termination notice is given through to the end of the notice period.

Remedies

45. In the event of a breach or threatened breach by the Employee of any of the provisions of this Agreement, the Employee agrees that the Employer is entitled to a permanent injunction, in addition to and not in limitation of any other rights and remedies available to the Employer at law or in equity, in order to prevent or restrain any such breach by the Employee or by the Employee's partners, agents, representatives, servants, employees, and/or any and all persons directly or indirectly acting for or with the Employee.

Severability

46. The Employer and the Employee acknowledge that this Agreement is reasonable, valid and enforceable. However, if any term, covenant, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, it is the parties' intent that such provision be changed in scope by the court only to the extent deemed necessary by that court to render the provision reasonable and enforceable and the remainder of the provisions of this Agreement will in no way be affected, impaired or invalidated as a result.

Notices

47. Any notices, deliveries, requests, demands or other communications required here will be deemed to be completed when hand-delivered, delivered by agent, or seven (7) days after being placed in the post, postage prepaid, to the parties at the following addresses or as the parties may later designate in writing:

- **Employer:**

Name: Prayogik Energy Pvt Ltd
Address: 7, Amenities IIC PDEU, Gandhinagar, Gujarat 382007
Email: rashmi@prayogik.in

- **Employee:**

Name: Akansha Pathak
Address: CRPF Camp Jhapan Muzaffarpur, 842004 (the "Employee")
Email: akanshathak1234@gmail.com

Modification of Agreement

48. Any amendment or modification of this Agreement or additional obligation assumed by either party in connection with this Agreement will only be binding if evidenced in writing signed by each party or an authorized representative of each party.

Governing Law

49. This Agreement will be construed in accordance with and governed by the laws of the state of Gujarat.

Definitions

50. For the purpose of this Agreement the following definitions will apply:
- a. 'Work Product' means work product information, including but not limited to, work product resulting from or related to work or projects performed or to be performed for the Employer or for clients of the Employer, of any type or form in any stage of actual or anticipated research and development.
 - b. 'Computer Software' means computer software resulting from or related to work or projects performed or to be performed for the Employer or for clients of the Employer, of any type or form in any stage of actual or anticipated research and development, including but not limited to, programs and program modules, routines and subroutines, processes, algorithms, design concepts, design specifications (design notes, annotations, documentation, flowcharts, coding sheets, and the like), source code, object code and load modules, programming, program patches and system designs.
 - c. 'Other Proprietary Data' means information relating to the Employer's proprietary rights prior to any public disclosure of such information, including but not limited to, the nature of the proprietary rights, production data, technical and engineering data, test data and test results, the status and details of research and development of products and services, and information regarding acquiring, protecting, enforcing and licensing proprietary rights (including patents, copyrights and trade secrets).
 - d. 'Business Operations' means operational information, including but not limited to, internal personnel and financial information, vendor names and other vendor information (including vendor characteristics, services and agreements), purchasing and internal cost

information, internal services and operational manuals, and the manner and methods of conducting the Employer's business.

- e. 'Marketing and Development Operations' means marketing and development information, including but not limited to, marketing and development plans, price and cost data, price and fee amounts, pricing and billing policies, quoting procedures, marketing techniques and methods of obtaining business, forecasts and forecast assumptions and volumes, and future plans and potential strategies of the Employer which have been or are being considered.
- f. 'Customer Information' means customer information, including but not limited to, names of customers and their representatives, contracts and their contents and parties, customer services, data provided by customers and the type, quantity and specifications of products and services purchased, leased, licensed or received by customers of the Employer.
- g. 'Termination Date' means the date specified in this Agreement or in a subsequent notice by either the Employee or the Employer to be the last day of employment under this Agreement. The parties acknowledge that various provisions of this Agreement will survive the Termination Date.

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- 51. Time is of the essence in this Agreement.
- 52. Headings are inserted for the convenience of the parties only and are not to be considered when interpreting this Agreement. Words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa.
- 53. No failure or delay by either party to this Agreement in exercising any power, right or privilege provided in this Agreement will operate as a waiver, nor will any single or partial exercise of such rights, powers or privileges preclude any further exercise of them or the exercise of any other right, power or privilege provided in this Agreement.
- 54. This Agreement will inure to the benefit of and be binding upon the respective heirs, executors, administrators, successors and assigns, as the case may be, of the Employer and the Employee.

55. This Agreement may be executed in counterparts. Facsimile signatures are binding and are considered to be original signatures.
56. If, at the time of execution of this Agreement, there is a pre-existing employment agreement still in effect between the parties to this Agreement, then in consideration of and as a condition of the parties entering into this Agreement and other valuable consideration, the receipt and sufficiency of which consideration is acknowledged, this Agreement will supersede any and all pre-existing employment agreements between the Employer and the Employee. Any duties, obligations and liabilities still in effect from any pre-existing employment agreement are void and no longer enforceable after execution of this Agreement.
57. This Agreement constitutes the entire agreement between the parties and there are no further items or provisions, either oral or written. The parties to this Agreement stipulate that neither of them has made any representations with respect to the subject matter of this Agreement except such representations as are specifically set forth in this Agreement.

IN WITNESS WHEREOF, the parties have duly affixed their signatures under hand and seal on this 15th day of July, 2021.

EMPLOYER:


PRAYOGIK ENERGY PVT. LTD.
DIRECTOR/AUTH. SIGN.
Rashmi Singh, Director,
Prayogik Energy Pvt Ltd

EMPLOYEE:

Akansha Pathak



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Offer of Appointment

1st October, 2021

Dear Mr.Aman Sarswat

With reference to your subsequent interview with us, we are pleased to offer you a position of ENGINEER- TRANEE with Azael Manufacturing P. Ltd. on the following terms and conditions.

Commencement of employment: You are required to report on 21st OCTOBER 2021 to ensure your employment.

Salary: Your Annual Total Employment Cost to the company would be Rs. 1,80,000/- . (In Words: One Lakh Eighty Thousand Rupees), details of which is provided in the Annexure attached below.

Place/Transfer: Your present place of work will be at New Delhi, but during the course of the service, you shall be liable to be posted / transferred anywhere to serve any of the Company's Projects or any other establishment in India or outside, at the sole discretion of the Management.

Training Period: You will be on a training period for the One year. Based on your performance your services will be confirmed by the company in writing after six months.

Leave: You will be entitled to leave as per law in force and as laid down in the Standing Orders of the company. Three days advance intimation is required to be given for availing leave.

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 towards the Company. The normal working hours are from 9:00 am to 6:00 pm and you are expected to work not less than 8 hours per day, and if necessary for additional hours depending on your responsibilities.

The Company follows strict time schedule and late comings are discouraged, unless otherwise notified by you in advance.

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Workshop: 34/19, Ch. Lekhram Farms, Adjacent to Police Station, Jaunapur, Near Chattarpur, New Delhi - 110047
E-mail: ceo@azael.co.in, Phone: +91 11 26676735



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Nature of duties: You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

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.

Notice Period: You will be serving 60 days of Notice Period, If not complying necessary actions will be taken by the company.

Termination of Service:

- Unauthorized absence or absence without permission from duty for a continuous period of 7 days would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination or notice pay.
- You will be governed by the laid down code of conduct of the company and if there is any breach of the same or non-conformance of contractual obligation or with the terms and conditions laid down in this agreement, your service can be terminated without any notice; notwithstanding any other terms and conditions stipulated herein the company reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interest.

Confidential Information:

1. 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.
2. 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

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which the Company may be concerned, unless you have previously applied to and obtained the written permission from the Company.

3. 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 polices, Company's patterns & Trade Mark and Company's Human assets profile.
4. You will be required to comply with all such rules and regulations as the Company may frame from time to time.
5. 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.
6. 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.
7. 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.
8. It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently. In case at a later date any of your statements/particulars furnished are found to be false or misleading or your performance is not up to the mark or falls short of the minimum standard set by the company, the company shall have the right to terminate your services forthwith without giving any notice notwithstanding any other terms and conditions stipulated therein.

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9. 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.
10. On joining you will have to enter into two-year employment agreement.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

We welcome you to Azael family and look forward to a fruitful collaboration.

With best wishes,
For Azael Manufacturing P. Ltd.

for AZAEL MANUFACTURING P. LTD.
Authorized Signatory

[Signature]
Director

Annexure-A

Remuneration Package

CTC Per Month	15,000/-
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Annexure-B

Documents and Relevant Information to be filled by the Employee

- 1) Marksheet
- 2) Graduation Certificate
- 3) Aadhar Card
- 4) Passport size photo - 2nos.
- 5) Contact No.
- 6) Offer Letter Acceptance (Duly signed by the Employee).

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ANNEXURE

SALARY BREAK UP


Continuation Sheet

Name : Mr. Ankit Kumar Singh

Designation : Trainee Engineer - Projects

	Monthly	Yearly
Basic		
HRA	6,000.00	72,000.00
Conveyance Allowance	3,000.00	36,000.00
Medical Allowance	1,200.00	14,400.00
Telephone Allowance	1,800.00	21,600.00
Children Education Allowance	600.00	7,200.00
City Compensatory Allowance	600.00	7,200.00
Special Allowance	600.00	7,200.00
Gross Salary	1,200.00	14,400.00
	15,000.00	180,000.00
Deductions :		
P.F.		
P.T.	1,440.00	17,280.00
ESI		
Total	113.00	1,356.00
	1,553.00	18,636.00
Net Salary	13,447.00	161,364.00
Cost to the Company :		
P.F.		
ESI	1,560.00	18,720.00
Bonus (Subject to applicability as per statute)	488.00	5,856.00
Total	2,180.00	26,160.00
Cost to the Company (CTC)	4,228.00	50,736.00
	19,228.00	230,736.00

For INTEGRATED CLEANROOM TECHNOLOGIES PRIVATE LIMITED


N. VENKOBA RAO
SENIOR MANAGER - HUMAN RESOURCES



**INTEGRATED CLEANROOM
TECHNOLOGIES PRIVATE LIMITED**
(PUNEB) (INDIA) (C) INTEGRATED CLEANROOM TECHNOLOGIES LIMITED

Ref: ICTPL / HR / PROJECTS / 2021-22 / 1071

Date: 18th October 2021

APPOINTMENT LETTER

Mr. Ankit Kumar Singh,
S/o. Sri. Ashok Kumar Singh,
Sonai, Allahabad,
Karchhana,
Uttar Pradesh - 212 301.

Cell No. +91 7985427797 / 9415702971
E-mail: ankit Singh2000k@gmail.com

Dear Mr. Ankit Kumar Singh,

With reference to your application and subsequent interviews you had with us, we are pleased to appoint you as **Trainee Engineer - Projects** in our Organization with effect from **18th October 2021** on the following Terms and Conditions:



0130-2367905

FIEM INDUSTRIES LTD.

Plot No. 1915, HSIIDC, Rai, Sonapat



ANKIT SHARMA

11561

Offer Release Date: September 18, 2022

Dear Rajan Kumar,
aad chowk captangan,
kushinagar, captangan,
Uttar Pradesh, India, 274301

Sub: Offer and Appointment letter - GRADUATE ENGINEER TRAINEE (GET)

Dear Rajan Kumar,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd.-DMC ("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.

This position is a great match for your talent and skills, and that you will enjoy the professional challenges and growth opportunities associated with this role.

You are required to join us on **September 22, 2022**. 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. In line with this same approach, we look forward to your being flexible towards your placement in HCL Technologies Ltd.-DMC. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in the offer and appointment letter and appended documents.

Your Total Compensation will be INR 425000 per annum outlined as follows:

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 as follows:

You will be required to sign a service agreement of **12 months** with a security amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your resignation from the company before **12 months** from the date of joining.

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

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 without any pending backlogs.

1

HCL Confidential

Signature of Employee

HCL

SAVITRI

HR/PT/001/002/23-24

Date: 02.11.2023

Mr. Akanksha Bristotam
Village & Post: Nawaada, Dist: Anantnag,
Uttar Pradesh: 276141.

Dear Akanksha,

Job: Letter of Offer

Congratulations!

Further to your application for employment with us and the subsequent selection process, we are pleased to offer you a position as a Technical Engineer with Savitri Telecom Services (Employer). You will work in our Delhi Corporate office; however, you may be posted or transferred to any of the offices, departments, projects, divisions, subsidiaries, associates, or units of the Employer as per the requirements of the work.

We would appreciate your joining at the earliest but, in any case, not later than December 1, 2023, as mutually agreed. This offer will automatically be revoked if you do not join by the start date indicated above.

During your tenure with the Employer, you are expected to perform a role as may be deemed fit by the Employer and according to business needs. The Employer encourages employees to sharpen and enhance their competencies by providing various roles.

The terms and conditions of this offer for employment are:

Compensation:

I- Salary

Your Annual Cost to Employer will be Rs. 6, 18,241/- . Your Annual Gross Salary will be Rs. 5, 82, 741/- . A detailed break up of your salary is given in 'Annexure-A'

II- Variable Pay/Performance Pay

This payment is a part of your Cost to the Employer. This will be paid to you on the basis of achievement of Performance Deliverables, Individual Target & Team Target, if any on the basis of annual performance of the Employer.

III- If you are put on Performance Improvement Plan (PIP) or equivalent plan resulting out of 'on the job' observation of below expected performance, Employer reserves the right



AZael MANUFACTURING.P.LTD.

Offer of Appointment

21st SEPTEMBER, 2021

Dear Ms. JANHAVI NISHAD

With reference to your subsequent interview with us, we are pleased to offer you a position of ENGINEER- TRANEE with Azael Manufacturing P. Ltd. on the following terms and conditions.

Commencement of employment: You are required to report on 1st OCTOBER 2021 to ensure your employment.

Salary: Your Annual Total Employment Cost to the company would be Rs. 1,80,000/-. (In Words: One Lakh Eighty Thousand Rupees), details of which is provided in the Annexure attached below.

Place/Transfer: Your present place of work will be at New Delhi, but during the course of the service, you shall be liable to be posted / transferred anywhere to serve any of the Company's Projects or any other establishment in India or outside, at the sole discretion of the Management.

Training Period: You will be on a training period for the One year. Based on your performance your services will be confirmed by the company in writing after six months.

Leave: You will be entitled to leave as per law in force and as laid down in the Standing Orders of the company. Three days advance intimation is required to be given for availing leave.

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 towards the Company. The normal working hours are from 9:00 am to 6:00 pm and you are expected to work not less than 8 hours per day, and if necessary for additional hours depending on your responsibilities.

The Company follows strict time schedule and late comings are discouraged, unless otherwise notified by you in advance.

AN ISO 9001:2008 AND 14001: 2004 CERTIFIED COMPANY

Workshop: 34/19, Ch. Lekhram Farms, Adjacent to Police Station, Jaunapur, Near Chattarpur, New Delhi - 110047
E-mail: ceo@azael.co.in, Phone: +91 11 26676735



AZael MANUFACTURING.P.LTD.

Nature of duties: You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

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.

Notice Period: You will be serving 60 days of Notice Period, If not complying necessary actions will be taken by the company.

Termination of Service:

- Unauthorized absence or absence without permission from duty for a continuous period of 7 days would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination or notice pay.
- You will be governed by the laid down code of conduct of the company and if there is any breach of the same or non-conformance of contractual obligation or with the terms and conditions laid down in this agreement, your service can be terminated without any notice; notwithstanding any other terms and conditions stipulated herein the company reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interest.

Confidential Information:

1. 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.
2. 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

AN ISO 9001:2008 AND 14001: 2004 CERTIFIED COMPANY

Workshop: 34/19, Ch. Lekhram Farms, Adjacent to Police Station, Jaunapur, Near Chattarpur, New Delhi - 110047
E-mail: ceo@azael.co.in, Phone: +91 11 26676735



AZ AEL

AZ AEL MANUFACTURING.P.LTD.

which the Company may be concerned, unless you have previously applied to and obtained the written permission from the Company.

3. 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.
4. You will be required to comply with all such rules and regulations as the Company may frame from time to time.
5. 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.
6. 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.
7. 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.
8. It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently. In case at a later date any of your statements/particulars furnished are found to be false or misleading or your performance is not up to the mark or falls short of the minimum standard set by the company, the company shall have the right to terminate your services forthwith without giving any notice notwithstanding any other terms and conditions stipulated therein.

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E-mail: ceo@azael.co.in, Phone: +91 11 26676735



AZAEEL

AZAEEL MANUFACTURING.P.LTD.

9. 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.
10. On joining you will have to enter into two-year employment agreement.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

We welcome you to Azael family and look forward to a fruitful collaboration.

With best wishes,
Director
For Azael Manufacturing P. Ltd.
for AZAEL MANUFACTURING P. LTD.

Annexure-A

Remuneration Package

CTC Per Month	15,000/-
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AN ISO 9001:2008 AND 14001: 2004 CERTIFIED COMPANY

Workshop: 34/19, Ch. Lekhram Farms, Adjacent to Police Station, Jaunapur, Near Chattarpur, New Delhi - 110047
E-mail: ceo@azael.co.in, Phone: +91 11 26676735



AZael MANUFACTURING.P.LTD.

Annexure-B

Documents and Relevant Information to be filled by the Employee

- 1) Marksheet
- 2) Graduation Certificate
- 3) Aadhar Card
- 4) Passport size photo - 2nos.
- 5) Contact No.
- 6) Offer Letter Acceptance (Duly signed by the Employee).

AN ISO 9001:2008 AND 14001: 2004 CERTIFIED COMPANY

Workshop: 34/19, Ch. Lekhram Farms, Adjacent to Police Station, Jaunapur, Near Chattarpur, New Delhi - 110047
E-mail: ceo@azael.co.in, Phone: +91 11 26676735



SELECTION CONFIRMATION LETTER

Dear Kishan,

Date: 14-Mar-2022

After careful evaluation of your application for the position of **Assistant Engineer**, We are glad to inform, you have been selected in our organization for the post **Assistant Engineer in the Production Department** at our **Adani Power Ltd. Address: CPV7-8FJ, Charkhari, Uttar Pradesh, 210429**. Your joining date will be **4th/Apr/2022** and you need to report at **CPV7+8FJ, Charkhari, Uttar Pradesh, 210429**. You will receive evaluation reviews after every twelve months of service.

As agreed, your Salary will be **Rs- 3.87 Lac/ per annum**, payable monthly / weekly in arrears, by direct bank transfer and will be reviewed in (A year Time). Your hours of work will be based on a working week of (8 hours), between (Mondays - Saturday). However, given the nature of this occupation it may prove necessary to vary (hours/periods) worked. Your annual holiday entitlement will be (As per government) days per year (including bank holidays/in addition to bank holidays). You may be required to work bank holidays.

Here is your salary annexure-

	Income		Deduction
Basic Salary	15080.00	P-F	5210.00
HRA	6987.00	Loan	0
TA	3780.00	ESI	0
Medical	3498.00	Tax	0
Other Allowance	8156.00	Total Deduction	5210.00
Gross Salary	39501.00	Net Salary	32291.00

Regards,

Sridhar Nuti,

Head HR at Adani Group.

Adani House, Near, Mithakhali Cir, Muslim Society, Navrangpura, Ahmedabad, Gujarat 380009



INTEGRATED CLEANROOM TECHNOLOGIES PRIVATE LIMITED

(PROMOTED AND INCORPORATED IN INDIA)
(REGISTERED IN INDIA AS INTEGRATED CLEANROOM TECHNOLOGIES LIMITED)

Ref: ICTPL / HR / PROJECTS / 2021-22 / 1070

Date: 18th October 2021

APPOINTMENT LETTER

Mr. Madhur Kumar,
S/o. Sri. Sanjeev Kumar,
Narayan Ganj, Ujhani Grameen,
Budaun,
Uttar Pradesh - 243 439.

Cell No. +91 9557810999 / 8630080733
E-mail: madhukumar.up@gmail.com

Dear Mr. Madhur Kumar,

With reference to your application and subsequent interviews you had with us, we are pleased to appoint you as **Trainee Engineer - Projects** in our Organization with effect from **18th October 2021** on the following Terms and Conditions:

1. You will be paid a gross salary of **Rs.15,000/- (Rupees Fifteen thousand only)** per month and the breakup of the same is as detailed in the Annexure, enclosed.
2. You will be on training for a period of **two years** from the date of joining. The training period can be curtailed or extended at the sole discretion of the Management depending on the assessment of your overall performance. The extended training period would be maximum for **three** months. Unless confirmed in writing, you will continue to be on training.
3. Your services may be terminated by either side giving **one month** notice in writing or payment of basic salary in lieu thereof. The Company may immediately terminate your services without any compensation or notice thereof, if you are in any breach of your responsibilities as determined by the Company.
4. Your continuance in employment will be further subject to your remaining medically fit. The Management will have the right to get you examined or re-examined from Company's Physician whose decision shall be final and binding on you.
5. You will be entitled to all statutory benefits like P.F, E.S.I, Leave, Bonus and Gratuity etc, as applicable to your cadre and in accordance with the Company's policies from time to time.

Page 1 of 3

CIN: U29308TG2002PTC039973



COMMUNICATE OFFICE
201, Srisaigal Towers,
Varuna Block,
Kungully, Hyderabad - 500 014
Telangana INDIA.

CORP. OFFICE:
3rd Floor, Ratna Arcade, Sy. No. 128,
NH-44, Kungully, Hyderabad - 500 014.
Tel : +91-40-27765311, 27165316,
Tel : +91-8897845554,
Fax : +91-40-30995267.

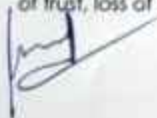
REGD OFFICE:
303, Sunshilohus,
Nagarjuna Nagar Colony, Ameerpet,
Hyderabad-500 073, Telangana, INDIA.
Tel : +91-40-23746468, 23754536
Fax : +91-40-66368804

FACTORY:
Sy. No. 179 to 182,
Tallampeta, Medchal -501 401,
Telangana INDIA.
Tel : +91 8897945554

E-mail : info@icleantech.com
Website : www.icleantech.com

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6. Your services are however, liable to be transferred or deputed to any of our Offices / Units / Divisions etc. purely at the discretion of the Management on account of exigencies of work without any additional remuneration.
7. You will be whole-time employee of the Company and will not engage yourself in any work similar in nature to that of the Company and / or engage yourself anywhere in any work, profession or employment in any capacity either honorary or otherwise.
8. You will have to maintain high personal integrity and moral conviction.
9. You will not appear in any examination without written prior permission from the Management.
10. Management expect you to discharge your duties diligently and honestly and you should not disclose, utilize or divulge to any other Company, Firm or Person, the Affairs, Processes, Techniques without written consent of the Management.
11. If for any reason, you become incapable of performing the duties assigned to you or in the event of giving false particulars in your application and deliberately not disclosing any information, which is in the opinion, would have prompted us not to appoint you, then in such case your employment will be dispensed off without any notice and compensation thereof.
12. In the event of termination or resignation, you shall hand over all the Documents, Papers, Keys and other Property of the Company as may be in your custody, care or charge to your immediate superior and obtain a 'Clearance Certificate' from him.
13. In the event of sickness preventing you from satisfactory performance of your duties over a prolonged period, the Company reserves the right to terminate your employment or vary the Terms and Conditions over a given period.
14. You will devote your whole time and attention to the interest of the Company in any place of business to which may elect to post you.
15. You will not enter into any speculation or become interested in any business or do any trading in your own account without receiving permission in writing from the Company.
16. You will be bound to observe the Rules of the office discipline and /or other instructions in force from time to time, to the entire satisfaction of your superiors. The Company may terminate your services without notice in case of misconduct, breach of trust, loss of confidence, insubordination or for a similar cause.




- 17. The Rules of the Company governing all the benefits mentioned above, the working hours, etc. are subject to change without any prior notice.
- 18. All Documents, Plans, Drawings, Photos, Reports, Statements, Formulas, Correspondence, etc. and also Information and Instructions that passed through you or come to your knowledge will be treated as **CONFIDENTIAL** and you will be bound to keep them secret and will not divulge or pass over the same to anyone, except in rightful discharge of your duties assigned by the Company.
- 19. The remuneration and other terms of your engagement shall not be disclosed to other members of the staff of this Company and to any other person with the exception of close relative.
- 20. You will keep us informed any change of your residential address or civil status.
- 21. You will retire from the services on attaining the age of 60 years, which is the age of superannuation in your case. No prior notice will be necessary for the same.
- 22. Your services are governed by the Rules and Regulations of the Company.
- 23. General: Please note that Integrated Cleanroom Technologies Private Limited will always obey and comply with the Rules and local Laws and as a policy, Company never engage any kind of Child or Forced Labour either directly or through its Contractors.

Please confirm and signify your acceptance of the Terms and Conditions stated above by signing duplicate copy of this letter.

We heartily welcoming you into our ICTPL family and looking forward for a long and fruitful association.

For INTEGRATED CLEANROOM TECHNOLOGIES PRIVATE LIMITED


N. VENKOBA RAO
SENIOR MANAGER - HUMAN RESOURCES

"I accept appointment on the Terms and Conditions stated above."

Name: Madhur Kumar

Date: 18-10-2021

(Signature)

Page 3 of 3

ANNEXURE

SALARY BREAK UP

Name : Mr. Madhur Kumar

Designation : Trainee Engineer - Projects

	Monthly	Yearly
Basic	6,000.00	72,000.00
HRA	3,000.00	36,000.00
Conveyance Allowance	1,200.00	14,400.00
Medical Allowance	1,800.00	21,600.00
Telephone Allowance	600.00	7,200.00
Children Education Allowance	600.00	7,200.00
City Compensatory Allowance	600.00	7,200.00
Special Allowance	1,200.00	14,400.00
Gross Salary	15,000.00	180,000.00
Deductions :		
P.F.	1,440.00	17,280.00
P.T.		-
ESI	113.00	1,356.00
Total	1,553.00	18,636.00
Net Salary	13,447.00	161,364.00
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P.F.	1,560.00	18,720.00
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Total	4,228.00	50,736.00
Cost to the Company (CTC)	19,228.00	230,736.00


For INTEGRATED CLEANROOM TECHNOLOGIES PRIVATE LIMITED



N. VENKOBA RAO
SENIOR MANAGER - HUMAN RESOURCES

iCLEAN INTEGRATED CLEANROOM TECHNOLOGIES PRIVATE LIMITED
IDENTITY CARD 989

Name : madhuv kumar
Category : Tr. Engineer
EMP No : 1070
D.O.J : 18-10-2021
Contractor Name :
DOB : 05-03-2000
Department : Projects



Singature of the Employee
Issuing Authority

(Note: A blue circular stamp is present over the signature area, containing the text 'Integrated Cleanroom Technologies Private Limited' and the date '18/10/21'.)

Blood Group :

Contact Address : **Narayan gari, Ujhani badar**

UP

Ph no: 9557810999, Emrno: 8445716310

Factory Address :

Integrated Cleanroom Technologies Private Limited

**Factory: Sy.No.179 to 182, Yellampet Village,
Medchal Mandal & Dist, Telangana-501401.**

**Unit-IV : Survey No.395, C.H.P Estate, Ranoli Station Road,
Padamla District, Vadodara-391350, Gujarat, INDIA
Phone : 040-23792024, 08418-325816**



Dedicated Freight Corridor Corporation of India Ltd.
A Government of India (Ministry of Railways) Enterprise

Applicant Details

Personal Details

Application Sequence No
DFCCIL573976

Candidate's Name
PANKAJ KUMAR PATEL

Father's Name
SURENDRA KUMAR PATEL

Marital Status
Unmarried

Mother's Name
MANJU DEVI

Nationality
Indian

Post Applied Details

Post Applied
Junior Executive (Operations and BD)

Post Code
33

5009021

Center Choice 1
Varanasi

Center Choice 3
Delhi/NCR

Age as on 01.01.2021
22 Years 4 Months 17 Days

Are you regular DPCLL Employee?
No

Category
OBC(NCL)

NOTE: I certify that I belong to OBC (NCL) and certificate regarding the same issued in Financial year 2021-22 i.e. from 01/04/2021 to 31/03/2022 will be submitted during document verification as per advertisement.

Contact Details

Mobile Number
7983534960

DPCLL Form
Center Choice 2
Lucknow

Gender
Male

Date of Birth (DD-MM-YYYY) same as Matriculation/Secondary Certificate
15/Aug/1998

Are you Physically Handicapped (PH) (Degree of disability 40% or above)?
No

Are you an Ex-Service man?
No

Certification Year
2021-2022

Email ID
pankajkrpate1555@gmail.com

Communication Address

Address Line 1

VILL KRISHNAPUR POST MURDAHA BAZAR

Address Line 2

DIST VARANASI

Country

India

State

Uttar Pradesh

District

Varanasi

Pin Code

221202

Permanent Address

Address Line 1

VILL KRISHNAPUR POST MURDAHA BAZAR

Address Line 2

DIST VARANASI

Country

India

State

Uttar Pradesh

District

Varanasi

Pin Code

221202

Matriculation (10th) Details

Name of the Board/Council

BOARD OF HIGH SCHOOL AND INTERMEDIATE EDUCATION UTTAR PRADESH

Year Of Passing

2013

Institute Name

INTERMEDIATE COLLEGE BIRAPATTI VARANASI

Percentage of Marks

85**Intermediate (12th) Details**

Name of the Board/Council

CENTRAL BOARD OF SECONDARY EDUCATION

Year Of Passing

2015

Institute Name

B N S ENGLISH SCHOOL NARIYA BHU VARANASI

Subject Combination

PHYSICS CHEMISTRY MATHEMATICS

Percentage of Marks

64.6**Essential Qualification Details**

5099021

DFOCR Form

NOTE: The applicant should possess the essential qualification as on 23.05.2021. Candidates appearing or awaiting results as on 23.05.2021 are NOT eligible.

Qualification Name

Graduation

Specialization

MECHANICAL ENGINEERING

Name of University

DR B R AMBEDKAR UNIVERSITY AGRA

Institute Name

INSTITUTE OF ENGINEERING AND TECHNOLOGY KHANDARI CAMPUS AGRA

Year Of Passing

2020

Percentage of Marks

71.82

Payment Details

Amount

700

Payment Status

Successful

Payment Transaction No.

CPAAVHTKB9

Candidate Documents/Images Upload Details



Photo

Signature

Declaration

I hereby, solemnly declare that information provided by me in the form is true to the best of my knowledge and belief. I understand that my candidature is subject to the conditions laid down in the advertisement brochure. I further declare that I am not involved in any criminal case and/or no such case is pending against me in any court of law.

Version 14.01.01