

CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY

(Autonomous)

Kokapet (Village), Gandipet, Hyderabad, Telangana – 500075

www.cbit.ac.in

5.2.1 - Average percentage of placement of outgoing students during the last five years

5.2.1.1: Number of outgoing students placed year wise during last five years

Year	2021-22	2020-21	2019-20	2018-19	2017-18
Number	870	826	857	850	720

List of student offer letters for the academic year 2020-21 from S.No. 1 to 198

S. No.	Name of the student placed	Program graduated from
1	Goutham Srinivas Reddy	ECE-3
2	Akkapeddi Lakshmi Chandrahass	ECE-2
3	Akhila Maarka	ECE-1
4	Anjali Kancharlapally	ECE-1
5	Farooqunnisa	ECE-1
6	HASEENA PALLE	ECE-1
7	Khundhana Madurai	ECE-1
8	Sripathi Krishna sai Geethika	ECE-1
9	Lohitha Gundagani	ECE-1
10	Namitha Kommineni	ECE-1
11	Nikhila Raj Nitta	ECE-1
12	Nikhitha Tada	ECE-1
13	Nipuna Vancha	ECE-1
14	Pragna Dasari	ECE-1
15	Priyanka Kilaru	ECE-1
16	Saathvi Avula	ECE-1
17	SHIVANI JANNAIKODE	ECE-1
18	shravani reddy Voddula	ECE-1
19	Shreya Reddy	ECE-1
20	Sowjanya Boddani	ECE-1
21	Srinija Lankala	ECE-1
22	Vyshnavi Cheedepudi	ECE-1
23	Abhishek Adire	ECE-1
24	ABHISHEK BEGARI	ECE-1
25	Pamulapati Aditya	ECE-1
26	Allampally Ashish	ECE-1
27	Bhargav Kumar	ECE-1
28	BHUVANESH SAMMETA	ECE-1
29	Chanikya Mamindlapalli	ECE-1
30	Damodhar Gaddi	ECE-1

31	Dinesh Reddy	ECE-1
32	Harikrishna Abbidi	ECE-1
33	Harish Reddy	ECE-1
34	A Hrushikesh	ECE-1
35	Sandeep Reddy Nallamilli Krishna	ECE-1
36	ROHITH REDDY S	ECE-1
37	Sai Gowtham Chittemsetty	ECE-1
38	Saiprathap Reddy VADICHERLA	ECE-1
39	Sai Teja Machabathuni	ECE-1
40	Jani miya Shaik	ECE-1
41	Juniath Shaik	ECE-1
42	Sohail Shaik	ECE-1
43	Shashivardhan Reddy	ECE-1
44	Shravan kumar goud	ECE-1
45	Srikanth Gunturu	ECE-1
46	Sunil Varma Rudraraju S S	ECE-1
47	Tharun Thota	ECE-1
48	Krishna Sathvik Rallabandi	ECE-1
49	Venkata pavan vishnu Rachapudi	ECE-1
50	Vijay Bhaskar	ECE-1
51	Vivek Kalva	ECE-1
52	Vivek goud Palle	ECE-1
53	Akanksha Thalla	ECE-2
54	Akhila Marrikukkala	ECE-2
55	Anusha Bamar	ECE-2
56	Chandana Sunkara	ECE-2
57	Gayathri Devi	ECE-2
58	Kavya Madasu	ECE-2
59	Likhitha Ande	ECE-2
60	Malika Rani Tirvaji	ECE-2
61	Mamatha Erugadinla	ECE-2
62	Manisha A	ECE-2
63	Navya Chalamalasetty	ECE-2
64	Niharika Hari	ECE-2
65	Kavadi Niharika	ECE-3
66	Nikitha Kotharamula	ECE-2
67	Rithika Gurram	ECE-2
68	Sahiti Arigela	ECE-2
69	Sai Harshitha Gollapalli	ECE-2
70	Sai Pranavi Reddy Patlolla	ECE-2
71	Sanjana Guntha	ECE-2
72	Shreya Reddy Goutha Reddy	ECE-2
73	Sowmyasri Sangapu	ECE-2
74	Abdul Lateef Mohd Abdul Kaleem	ECE-2
75	Abhijit Chandra Utpala	ECE-2
76	Abhinav Jaikumar Kalloormana	ECE-2
77	Ajay Srikar Medidi	ECE-2

78	Akshith Aluguri	ECE-2
79	Charanjit Nandigama	ECE-2
80	Dheeraj Vamsi Gaddam	ECE-2
81	Govardhan Katta	ECE-2
82	Hrithik Roshan Palampatla	ECE-2
83	Krishna Chaitanya Goparaju	ECE-2
84	Lakshmi Srikanth Yechuri	ECE-2
85	Maanvik Thodupunuri	ECE-2
86	Mahidhara Reddy Kankara	ECE-2
87	Y Naveen	ECE-2
88	Nikhil Kanukuntla	ECE-2
89	Prajay Reddy Minuka	ECE-2
90	Rahul Tumuluri	ECE-2
91	Rakshith Devunuri	ECE-2
92	Rupesh Chandra Sayam	ECE-2
93	Sai Tharun Bairi	ECE-2
94	Saketh Reddy Dodda	ECE-2
95	Shiva Dhanush Dussa	ECE-2
96	Tarun Kalthi	ECE-2
97	Teja Reddy Kommidi	ECE-2
98	Tejeshwar Singh Rajput	ECE-2
99	Vamshi Ganna	ECE-2
100	Vashista Basava	ECE-2
101	Vinay Reddy Navari	ECE-2
102	Vinay Reddy Pochampally	ECE-2
103	Vishnu Bhargav Kotte	ECE-2
104	Vishwa Teja Bingi	ECE-2
105	Vishwa Vijetha Gujjula	ECE-2
106	Akhila Konakanchi	ECE-3
107	Anusha Gingurala	ECE-3
108	Deepika Reddy Baddam	ECE-3
109	Deveeka Ravi Meshram	ECE-3
110	Divya Sree P V	ECE-3
111	Jyothsnavi Kuppili	ECE-3
112	Maanasvi Kodli	ECE-3
113	Madiha Fathima	ECE-3
114	Harshita Nagasai Kaza	ECE-3
115	Nikhila Manupuri	ECE-3
116	Nikhitha Valishetti	ECE-3
117	Pragathi Gudar	ECE-3
118	Pravalika chitloju	ECE-3
119	Sarayu Jupudi	ECE-3
120	Shivani Sama	ECE-3
121	SHRAVANI JALLI	ECE-3
122	Sowmika Anjuru	ECE-3
123	Sreeja Kunuru	ECE-3
124	Srisai Merugu	ECE-3

125	Sriteja Gopala	ECE-3
126	Teena Chowdary Dhulipala	ECE-3
127	Venkata Sai Sruthi Chebrolu	ECE-3
128	Vinoothna Sree Nayakanti	ECE-3
129	Abhiram M S D	ECE-3
130	Akhil Teja Jampani	ECE-3
131	Bhagath Singh khare	ECE-3
132	Bob Abishai Bathula	ECE-3
133	Joseph Michael Murray	ECE-3
134	Kailas Salavath	ECE-3
135	Karthik Mathka	ECE-3
136	Madhukar Reddy Varala	ECE-3
137	Mahesh Manmari	ECE-3
138	Arif Mohammed	ECE-3
139	Nitesh Aloney	ECE-3
140	Nithish Chilukuri	ECE-3
141	Pranav Karangula	ECE-3
142	Rahul Gundala	ECE-3
143	Rohit Prasad Varanasi	ECE-3
144	Sai Abhishek Kodi	ECE-3
145	Sai Kiran BANDARI	ECE-3
146	Sai Kiran Kondoju	ECE-3
147	Sai Panindra Santosh Kumar Majji	ECE-3
148	Saiteja Reddy Pidugu	ECE-3
149	Shiva kumar Reddy Nareddy	ECE-3
150	Sri Hari Koram	ECE-3
151	Srinivasa Bharadwaj Chakilam	ECE-3
152	Sudeep Reddy Sabbi Reddy	ECE-3
153	Surya Kankata	ECE-3
154	Venkata Sai Laxman Goriparthi	ECE-3
155	Satish kumar Kolla	ECE-1
156	KARTHIK PRAPANNA V S	ECE-1
157	Saikiran Reddy	ECE-1
158	Divya Dhavolla	ECE-1
159	Sharanya Bareddy	ECE-1
160	Rajesh Deshoju	ECE-1
161	SAI TEJA PRASHANTH CH MVN	ECE-1
162	Abdul Althaf Raza Mohammad	ECE-1
163	VAMSHI KRISHNA MOTRU	ECE-1
164	Pavan Banothu	ECE-1
165	Sumanth Reddy Banswada	ECE-2
166	Akhilesh Thammishetty	ECE-2
167	Praneeth Reddy Nagilla	ECE-2
168	Vani Chowdary	ECE-2
169	Nasreen Sulthana	ECE-2
170	Vasavi Andugula	ECE-2
171	Vinay Teja Budidha	ECE-2

172	Panchareddy Hinduja	ECE-2
173	Keerthi Pulluru	ECE-3
174	Jagadishwar Kola	ECE-3
175	Thota Navya	ECE-3
176	Bhavani Govindolla	ECE-3
177	Sai Siddartha Nakka	ECE-3
178	Bathula Hanumansagar	ECE-2
179	SAI Sharan NANDAMURI	ECE-3
180	Aditya Orem	ECE-3
181	Kesar Nand Kishore	ECE-3
182	Sravya Neralla	ECE-3
183	Akkapeddi Chandrahass	ECE-3
184	S Arun Kumar	ECE-2
185	Sunkari Pranay Kumar	ECE-3
186	Manakan Karthik Shankar	ECE-3
187	Amgoth Hariprasad	Comm Engg
188	Samala Chandravadhan	Comm Engg
189	Dasari Rajnarayana	Comm Engg
190	KVSL.Priyanka	Comm Engg
191	Varala Pasula Nikhila	ES VLSID
192	Kamlikar Sowmya	ES VLSID
193	JB FARHEEN	ES VLSID
194	Kadakanchi Karthik	ES VLSID
195	Balavanthula Srikanth	ES VLSID
196	Ayush Sharma	ES VLSID
197	Abhinay Kumar	ES VLSID
198	Mekala Bindu Bhargavi	ES VLSID

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

Date:06-Apr-2021

**Akkapeddi Lakshmi Chandrahass
C9369617**

**H.NO:10-5-80,Mamillagudem,Khammam
9059565277**

Dear **Akkapeddi Lakshmi Chandrahass,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level-12

Job Family Group - Software Engineering



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

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

Pre-Onboard Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). This program further enhances and further details the training opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent. The training module for the program will be made available to you at least 3 months before onboarding to give you a reasonable time to learn at your pace and comfort and prepare for the ensuing assessments.

Details of the program and assessment are reiterated as under:

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

Your employment and onboarding with Accenture is subject to your successful completion of the assessment of the program(within stipulated period for Accenture to provide you date of joining), as mentioned above. Should you not clear same this offer shall become redundant and will be revoked.

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

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

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

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

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

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

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

Yours sincerely,

ACKNOWLEDGED AND AGREED:



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

[Insert full legal name]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

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

(C) Joining Bonus

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

Note: For International Worker Only*

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

* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

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

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

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

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

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

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

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

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

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

ANNEXURE II

Mandatory documentation at the time of onboarding:

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

Tuesday, June 22, 2021

Akhila Maarka,
3-13-91/27/P, Surya Nagar Colony, Mallapur,
Nacharam, Medchal-Malkajiri, Telangana, 500076.

Subject: Offer Letter

Dear Akhila,

On behalf of MassMutual Global Business Services India LLP, I am pleased to extend our conditional offer of employment, as Analyst, Data, reporting to Ugamurthy Duraiswamy, Technical Strategic Manager, MassMutual India GCC. Your work location will be at the 7th Floor, Block 1, BSR IT SEZ, Serilingampally Mandal, Nanakramguda Village, Rangareddy District, Hyderabad –500008, Telangana.

Your employment starts on Monday, August 09, 2021. Your Target CTC (Cost to Company) totaling INR 5,00,075 per annum will be comprised of:

- Basic Pay of INR 241,000 earned and payable monthly (monthly rate of INR 20,083)
- Bonus / Ex-Gratia of INR 48,200 earned and payable monthly (monthly rate of INR 4,017)
- Total Allowances, INR 152,288 (monthly INR 12,691) as allowed by law and decided at your discretion unless otherwise noted, including:
 - Housing Rent Allowance
 - Leave Travel Allowance
 - Child Education and/or Hostel Allowances
 - Meal Voucher or Onsite Meals
 - Balance allowance – Total allowance amount minus discretionary amounts you decide above
- Provident Fund (Employer Contribution) of 12% of Basic Pay, INR 28,920 (monthly rate of INR 2,410)
- Gratuity, INR 11,592 (monthly INR 966) accrued for monthly and payable at the time of termination following a minimum of 5 years of active service
- Annual target short-term incentive of INR 18,075 paid annually at the discretion of the Company

Additionally, you will be eligible for insurance benefits including medical, dental, vision and life cover (parental or parent-in-law medical cover option) and Employee Assistance Program. You are eligible for annual paid time-off of 25 days and 10 annual declared holidays.

Please note that the above employment offer is contingent upon you successfully completing the Bachelor of Engineering graduation course without any pending subjects in any of the semesters in your curriculum, at the time of joining MassMutual.

To accept this offer of employment, please print the attached letter and sign it. Please scan a copy of the signed offer letter and email it back by replying to the email or sending it to RTangirala@massmutual.com attaching the signed letter.

If you have any questions about this offer of employment, or if our understanding of your acceptance is not correct, please call me at +1 603 531-9876.

We look forward to welcoming you and are excited about the contributions you will make as we build our company. Best

Best regards,



Ravi Tangirala
Head, GCC-India

Offer Accepted By: _____ Date: _____



September 16, 2020

Anjali Kancharlapally
Flat:102,Saketh Residency,Road:14,Venkateshwara Colony,Sarooranagar
Hyderabad, Telangana - 500035
7995847344
anjalikancharpally1999@gmail.com

Dear Anjali Kancharlapally

We are pleased to offer you employment with Micron Technology Operations India LLP (**Micron**) on the terms set out in this offer letter and the accompanying Standard Terms and Conditions of Employment (**Standard Terms**) and Confidentiality and Intellectual Property Agreement.

1. Commencement

Subject to the conditions set out in **section 9** of this offer letter, your employment with Micron will commence on **July 26, 2021**.

2. Position

Micron will employ you on a full-time basis in the position of **Associate Engineer, IT Security** or such other position determined by Micron from time to time.

You will be based at the current Micron premises within a Special Economic Zone (SEZ) in Hyderabad, specifically at The Skyview 20, 2nd, 4th, 5th, 6th and 7th Floor, Sy. No. 83/1, Plot Nos. 22, 23, 24, 30/A, 31, 32 and 33, Raidurg (Panmaqtha) Village, Serilingampally Mandal, Ranga Reddy District, Hyderabad 500081, Telangana, India but you agree to work at other locations if required to do so by Micron from time to time.

You will report to the **Manager, IT Security Operations Centre** and will work under the direction of the person in that position, or such other position determined by Micron.

Micron may change these requirements from time to time at its discretion.

Please note that you have no authority to bind Micron in contract, except to the extent you are expressly authorised in writing to do so.

3. Term

Your employment is intended to be for an indefinite term, subject to:

- (a) Your successful completion of a probationary period of six months (see **clause 2** of the Standard Terms), which period may be extended by Micron in its sole discretion for up to a further six months (such extended period(s) forms part of your probationary period);
- (b) The conditions, and rights of termination, set out in Annexure B of this letter (and Annexure B is deemed to be part of this letter);
- (c) If relevant, maintenance of the required visas and permits from the relevant government authorities to enable you to live and work with Micron in India; and
- (d) Termination in accordance with **clause 6** of the Standard Terms and the requirements of applicable law.

The required period of notice for **clauses 6.1** and **6.1(b)** of the Standard Terms (which deal with the notice of termination to be given by the parties) is two months, or the period required by any applicable statute, whichever is greater.

Micron Technology Operations India LLP
Registered Address: The Skyview 20, 2nd, 4th, 5th, 6th and 7th Floor
Sy. No. 83/1, Plot Nos. 22, 23, 24, 30/A, 31, 32 and 33, Raidurg (Panmaqtha) Village Serilingampally Mandal, Ranga Reddy District
Hyderabad – 500081, Telangana, India micron.com

A handwritten signature in black ink that reads "Anjali K." in a cursive style.

Your employment with Micron will terminate automatically once you reach the mandatory retirement age of 60.

4. Hours

You must work full time during Micron's business hours as determined by Micron from time to time. However, you will need to be flexible about when you work and you will be required to work such additional hours as are necessary to perform your duties and responsibilities. You will not receive any additional payment for such work, because the possibility of such requirement is already reflected in your salary.

5. Remuneration

Fixed Salary

Micron will pay you a fixed salary (**Fixed Salary**) at the rate of **INR 594000** per year. Your Fixed Salary will accrue pro-rata each day and will be paid monthly. Micron may, at its discretion, divide your Fixed Salary into separate pay components. At the time of this offer, your Fixed Salary is divided into the following pay components:

- (a) basic salary (**Basic Salary**) at a rate equal to **INR 297000** per year; and
- (b) allowances equal to, annually:
 - (i) House rent allowance **INR 118800**
 - (ii) Special allowance **INR 178200**

Your Fixed Salary includes payment for all hours you work (whether part of ordinary working hours or not) and public holidays (whether you work on those days or not), to the extent permissible by law.

Micron may review the amount of your Fixed Salary from time to time in accordance with Micron policy/practice.

Discretionary Allowances

Micron will pay you the following discretionary allowances:

- (a) Medical expense allowance **INR15,000 per year**
(payable monthly on a pro-rata basis)
- (b) Leave travel allowance* **INR41,000 per year**
(*The amount of the allowance will be pro-rated if not employed for the full tax year. Micron will pay you an amount equal to a pro-rata amount of the allowance monthly. In order for the payments to qualify as a leave travel allowance to avail tax exemptions under Indian law, you must submit, subject to and in accordance with Micron policy, eligible expenses for reimbursement against the amounts paid. Any amounts paid in excess of the amount of eligible expenses validly reimbursable to you as a leave travel allowance will be regarded as a cash bonus and will be subject to tax.)

These allowances are discretionary and are not guaranteed. Micron may rescind, change or replace these allowances, including their amount and the basis upon which they are paid, at any time at its sole discretion.

Discretionary Incentive Pay

You will be entitled to participate in Micron's discretionary incentive pay plan as applicable to your position from time to time. The payment and amount of any incentive pay is subject to the rules of the plan at the time and payment is not guaranteed. Without limiting the above, Micron may rescind, change or replace the terms of the plan, your entitlements under them and the payments to be paid in respect of them at any time at its sole discretion.

For information purposes, your current full-year discretionary incentive pay target is **10%** of your Fixed Salary.

Employee Provident Fund

Micron's present practice is to contribute to the provident fund at the rate of 12% of your Basic Salary. You are required to make an equal contribution. Please note that Micron reserves the right to increase or decrease the amount of contributions payable within statutorily permissible limits, without the need to compensate you for any downward adjustments. Similarly, upward adjustments may also be made without increasing your overall remuneration. In no case will the contributions be less than that required by law. Micron's exercise of these rights will be in its sole discretion. Contributions will be paid in accordance with the rules of the applicable plan and Micron policy.

A summary of your current target compensation is set out in Annexure A, for information purposes only.

You will be solely liable for your personal tax liabilities and Micron makes no assurances that your remuneration has been structured in the most tax efficient manner or that the tax treatment applicable to certain emoluments, allowances or benefits will continue for all of your employment. Without limiting Micron's discretion to revise the components of your Fixed Pay, the components of your remuneration may need to be revised from time to time in keeping with regulatory developments or otherwise, and Micron will not be liable for any additional tax liability which you may face due to such revisions.

6. Leave

You will be entitled to leave (including vacation leave and sick leave) subject to and in accordance with applicable law and Micron policy from time to time.

7. Discretionary Benefits

Micron may, at its discretion, from time to time provide you with other benefits. Micron may cease providing these benefits or change the basis on which it provides them at its discretion and you do not have an entitlement to continue to receive these benefits or to receive any other payment or benefit in lieu.

Unless you are advised otherwise in writing, any benefit or compensation apart from your Fixed Salary will be a discretionary benefit to which this clause applies.

Micron's current discretionary benefits include:

Insurance

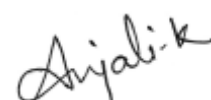
Micron will make available to you and your eligible family members coverage under group insurance plans. Eligibility for coverage and the terms of coverage will be subject to the rules of the relevant policy/policies and any other requirements of the insurer as amended from time to time.'

8. Additional Contractual Terms

The accompanying Standard Terms are incorporated into this offer letter and they, and the accompanying Confidentiality and Intellectual Property Agreement, form part of the terms of your employment.

You acknowledge also that Micron insists you not violate any confidentiality or other obligations that you owe to your prior employers and/or any third parties, and that you avoid creating any potential implication or appearance of wrongdoing. You must not take, use, or disclose any proprietary, confidential, or trade secret information (including hardcopy or electronic files, information, documents, or other materials) from any prior employer and/or any third party in connection with your employment at Micron.

Micron also insists that you do not retain any potentially confidential, proprietary, or trade secret materials from any prior employer and/or any third party. To the extent you have not done so already, please take this opportunity to search your personal email, cloud, and devices to ensure that you do not download, take, or retain – even inadvertently – any nonpublic business files or documents from any prior employer and/or any third party. If you locate any such files or documents, please return and/or delete them (as provided by your contracts with prior employers and/or any third parties) as soon as possible, so that you do not possess any such files or documents on the day you begin work for Micron.



Based on the foregoing, you represent that your employment with Micron will not breach any agreement to protect confidential information, knowledge, or data acquired by you in confidence or in trust prior to becoming an employee of Micron, and you will not use, access, or disclose to Micron, or induce Micron to use or disclose, any such confidential information or material belonging to any prior employer and/or any third party. Further, you agree that in the event you believe at any time that your work with Micron would make it difficult for you to not disclose to Micron any confidential information or materials belonging to any prior employer and/or any third party, you will immediately inform Micron via email at new_hire_cert@micron.com and to your supervisor at Micron.

9. Conditions on this Offer

This offer of employment and your commencement of employment with Micron is conditional upon:

- (a) if necessary, you obtaining the required employment and/or visa approvals from the relevant government authorities to enable you to work with Micron in India;
- (b) your completion of all required applicant procedures, including but not limited to application materials and transcripts;
- (c) if required by Micron, certification by Micron’s appointed medical practitioner that you have passed with satisfactory results a pre-employment medical check-up conducted by such medical practitioner, which will include a chest x-ray if deemed necessary, and are fit for employment; and
- (d) satisfactory completion of reference and/or background checks that may include verification of your educational, employment or salary history. Should you fail to produce to Micron the required documentation or if any information furnished by you proves to be false, misleading or inaccurate, any offer of employment by Micron may be withdrawn and, if already accepted, Micron may (notwithstanding any other clause in the Standard Terms) terminate your employment immediately without notice or any payment in lieu of notice.

Please note that all Micron sites must observe U.S. export control rules that control information that may be provided to persons from *Cuba, Iran, North Korea, Sudan, and Syria*. Micron understands that you are NOT a citizen of any of these countries (even at a secondary level, such as “dual” citizenship with a new country). *If you are a citizen of, or hold dual citizenship with any of these countries, you must inform HR immediately, to permit us to request an export control license for you if necessary.*

This offer is valid for seven (7) working days from the date stated above. To accept Micron’s offer, please sign this offer letter, the attached Standard Terms and the Confidentiality and Intellectual Property Agreement and return them to Human Resources within this time-frame. If these documents are not signed and returned by you within this time-frame, this offer of employment will lapse automatically.

Yours sincerely



Sharmila Khan
Director, HRBP (India)

To: Micron Technology Operations India LLP

I, **Anjali Kancharlappally**, have read this offer letter, and the accompanying Standard Terms and Confidentiality and Intellectual Property Agreement, and agree to accept this offer of employment.



Signature

09/20/2020

Date (mm/dd/yyyy)

**ANNEXURE A - CURRENT ANNUAL TARGET COMPENSATION AND BENEFITS OUTLINE
(FOR INFORMATION PURPOSES)**

Compensation

Fixed Salary

- Basic Salary INR 297000
- House Rent Allowance INR 118800
- Special Allowance INR 178200
- Total INR 594000

Employer Provident Fund Contributions INR 35640

Discretionary Allowances

- Medical Expense Allowance INR 15000
- Leave Travel Allowance INR 41000

Discretionary Incentive Target INR 59400

TOTAL **INR 745040**

*Hyderabad Benefits**

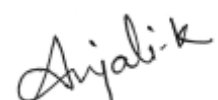
Public Holidays	10 days per calendar year
Vacation Leave	15 days per calendar year, pro-rata in the first calendar year of service (pro-rated at a rate of 1.25 days per month)
Sick Leave	12 days per calendar year
Casual Leave	12 days per calendar year, pro-rata in the first calendar year of service (pro-rated at a rate of 1 day per month)
Death-in-Family	3 days per occurrence, in the event of a death of an immediate family member
Maternity Leave (female team members)	26 weeks if fewer than 2 surviving children; 12 weeks if two or more surviving children
Paternity Leave (male team members)	5 days for the birth of each child
Marriage Leave	5 days per occurrence
Insurance	Medical Insurance (employee & eligible dependents), and Life and Personal Accident Insurance (employee only)

**All benefits other than those statutorily required are discretionary and are provided subject to the terms and conditions of Micron policy from time to time.*

ANNEXURE B

Bachelor's Degree – Engineer

1. A Bachelor's Degree is a pre-requisite for your ongoing employment.
2. You must submit to the HR Department of Micron by August 31, 2021, an original copy of the notification of examination results issued by the Registrar of your college or university, stating that you have passed the final examination for the Degree of Bachelor of Electronics & Communication Engineering.
3. You must also submit an original copy of the official transcript of academic record for your Degree and the Degree scroll upon conferment to the HR Department of Micron by August 31, 2021.
4. If you do not obtain your Degree at the required level within the required time and/or are required to repeat any part of your course, Micron reserves the right to terminate your employment in accordance with **clauses 2.4** and **6** of the Standard Terms.
5. You will keep Micron duly informed of any delay in the completion of the above Degree program. Any delay may result in the termination of your employment as provided for in paragraph 4 above.

A handwritten signature in black ink, appearing to read "Ajali-k", is located in the bottom right corner of the page.

STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

These Standard Terms together with the accompanying offer letter and Confidentiality and Intellectual Property Agreement set out the terms and conditions on which Micron offers you employment.

1 Your Duties

1.1 You must:

- (a) perform to the best of your abilities and knowledge the duties assigned to you by Micron from time to time, whether during or outside its business hours, at such places as Micron requires and for Micron or any of its Related Companies as required by Micron;
- (b) serve Micron faithfully and diligently to the best of your ability and comply with all lawful directions of Micron from time to time and use all reasonable efforts to promote the interests of Micron and act in Micron's best interests;
- (c) devote your time and attention during Micron's business hours exclusively to the discharge of your duties except as may be permitted in writing by Micron;
- (d) comply with all laws applicable to your position and the duties assigned to you and comply with all of Micron's rules, regulations, policies and procedures which Micron may vary and/or adopt from time to time. Micron may adopt, vary or rescind these rules, regulations, policies and procedures from time to time in its absolute discretion and without any limitation (implied or otherwise) on its ability to do so; and
- (e) report to the person or persons nominated by Micron from time to time.

1.2 Without limiting your duties to Micron, during your employment you must not:

- (a) act in conflict with Micron's best interests; or
- (b) engage in any business or activity, whether in competition with Micron or not without the prior written approval of Micron.

1.3 Micron may require you to provide evidence confirming to the satisfaction of Micron that you are not in breach of **clause 1.2(b)**.

1.4 You acknowledge that the restrictions specified in **clause 1.2** are, in the circumstances, reasonable and necessary to protect Micron's legitimate interests.

1.5 You agree that, without the need to terminate the employment relationship, Micron may: modify or remove your assigned duties; or transfer you to another position, department or place of work, without additional compensation

to you, in accordance with Micron's needs. Any such change will not be deemed to violate the terms of this Agreement or constitute any basis for constructive or involuntary termination of employment.

2 Probationary Employment

2.1 This **clause 2** applies only if the accompanying offer letter states that your employment is subject to a probationary period.

2.2 During this probationary period, you will have an opportunity to ascertain whether you are satisfied with the job and you must satisfy Micron that you have the qualities necessary for, and are capable of performing, those duties assigned to you at the level required by Micron.

2.3 Your employment will be assessed by Micron during the probationary period. If your employment (conduct, performance, etc.) has been satisfactory to Micron and to you, your employment will be confirmed and will continue in accordance with the terms of this Agreement. If this is not the case your employment will either be extended on probation or cease at the end of the probationary period unless it is terminated earlier in accordance with **clause 2.4** below.

2.4 During the probationary period, you or Micron may terminate your employment by giving 15 days' notice or by Micron paying you a sum equal to your Fixed Salary for 15 days in lieu of notice. If the probationary period is extended beyond six months, then the relevant notice period (and payment in lieu) will be one month.

3 Travel

You must make such journeys on the business of Micron and its Related Companies as may be reasonably required by Micron, using such transport as Micron determines.

4 Expenses

Micron will reimburse you for all work-related expenses:

- (a) properly incurred by you in execution of your responsibilities and duties (including, without limitation, travel, accommodation, entertainment and telephone expenses);
- (b) substantiated to the reasonable satisfaction of Micron, whether by production of receipts or otherwise;
- (c) which are approved by an authorized Micron representative; and
- (d) are otherwise incurred and claimed in accordance with applicable Micron policy.

5 Leave

5.1 You are required to notify Micron immediately of every absence from work and its probable duration. Upon request by Micron, you must promptly provide Micron with reasons for the absence.

5.2 Micron may require you to be examined by a medical practitioner nominated by Micron, who will provide a report to Micron, the disclosure of which you hereby consent to, in respect of any illness or injury for which you take paid or unpaid sick leave.

6 Termination

6.1 Your employment may be terminated at any time:

(a) by you giving to Micron the required period of notice in writing as set out in the accompanying offer letter (Micron will have the sole discretion to allow you to pay Fixed Salary in lieu of your notice period or waive the same); or

(b) by Micron giving to you the required period of notice set out in the accompanying offer letter or by paying you an amount equal to your Fixed Salary in lieu of notice for that period or in part by giving you notice and in part by making a payment to you in lieu of notice.

6.2 Micron may terminate your employment for reasons of unsatisfactory performance, redundancy, financial difficulties or business restructuring, loss of faith or confidence, etc., or for no reason at all.

6.3 During the periods of notice provided for in **clauses 6.1**, Micron may, at its discretion, require you to:

(a) not attend for work or contact any customers or clients; and/or

(b) perform duties which are different to those which you were required to perform during the rest of your employment with Micron, provided only that you have the necessary skills and competencies to perform the duties.

6.4 Your employment may be terminated by Micron at any time with immediate effect, without notice or any payment in lieu thereof:

(a) if you are guilty of misconduct, including, without limitation:

(i) wilfully, or deliberately, behaving in a way that is inconsistent with the continuation of the contract of employment;

(ii) commission of any act or omission that causes imminent, or serious, risk to:

(A) the health or safety of a person; or

(B) the reputation, viability or profitability of Micron's business;

(iii) in the course of your employment, engaging in theft, fraud misappropriation of property or assault;

(iv) intoxication at work; or

(v) refusing to carry out a lawful and reasonable instruction;

(vi) repeated failure to comply with lawful directions of Micron and its officers;

(vii) habitual unauthorised absence or unauthorised absence for a period exceeding 3 days.

(b) if you engage in conduct that could bring you or Micron into disrepute, including but not limited to acceptance or offering of illegal gratification;

(c) if you materially or habitually neglect your duties;

(d) if you breach any material provision of this Agreement or your Confidentiality and Intellectual Property Agreement; or

(e) on any other ground for which Micron would be entitled to terminate your employment without notice at law.

6.5 Your employment with Micron will terminate automatically once you reach the mandatory retirement age of 60.

6.6 Micron is a member of the Responsible Business Alliance (**RBA**) and complies with the RBA Code of Conduct (**Code**). If, at the time you give notice of termination, the Code requires a cap on the amount which may be due from you in the event Micron agrees to allow you to pay Fixed Salary in lieu of your notice period, then Micron will apply the cap that applies at the time. The current cap under the Code is 60% of your monthly Fixed Salary.

6.7 Any resignation submitted by you in accordance with the terms set under **section 3** of the accompanying offer letter and **clauses 2.4** and **6.1** of these Standard Terms Agreement must be accepted by Micron to become effective. Once accepted, your resignation cannot be withdrawn by you without the express consent of Micron.

6.8 If you are unable by reason of continued ill-health, sickness, accident, disability or injury for a period of 6 months or more to perform your roles and duties hereunder, Micron may at its discretion terminate your employment.

6.9 Micron may suspend you with pay while investigating any matter which Micron believes could lead to Micron exercising its rights under

clause 6.4 or taking any other disciplinary action.

- 6.10 On termination of your employment, you must immediately hand over responsibilities to a person nominated for that purpose by Micron. You must also deliver to such person all papers, documents and other property of Micron and its Related Companies that may be in your possession, control or power (including but not limited to any phones, computers, vehicles, etc. provided by Micron).
- 6.11 Termination under **clause 6** does not affect any accrued rights or remedies of Micron in respect of any breach or default by you.
- 6.12 The rights of termination under **clause 6** apply according to their terms and are not limited by any other term of this Agreement (including implied terms).
- 6.13 You agree and accept that any statutory or other "last in first out" rule or any modifications thereof will not apply in the event of termination of your employment for any reason whatsoever.

7 What Happens After the Termination of Employment

- 7.1 If your employment is terminated for any reason Micron may set off any amounts you owe Micron (including deductions for the cost of repair or replacement of property issued to you) against any amounts Micron owes you at the date of termination except for amounts Micron is not entitled by law to set off.
- 7.2 Your obligations regarding non-disclosure of confidential information, protection of intellectual property, and any other provisions that are meant to survive termination of this Agreement, that are contained in this Agreement or the Confidentiality and Intellectual Property Agreement, will survive the termination of your employment.

8 Remuneration

- 8.1 Micron may, at its discretion, change the pay components that comprise your Fixed Salary, provided that it may not reduce the amount of your Fixed Salary and the Basic Salary will not in any circumstance comprise less than 50% of your Fixed Salary.
- 8.2 Micron may recover from your Fixed Salary any overpayments made to you in respect of any payment made to you by Micron.

9 Compliance

The exercise of or compliance with any discretion, right or obligation under this Agreement is subject to compliance with all applicable laws.

10 Data Protection

You consent to Micron holding and processing data relating to you for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data" (as defined in the Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011) relating to you. You agree to Micron making such information available to third parties on a need to know basis. You also consent to the transfer of such information to Micron's business contacts within or outside India in order to further Micron's business interests.

11 Employee Surveillance

You agree and understand that Micron may use various modes to ensure that the internet communication systems provided to you are used in an appropriate manner. These may include scanning, reading, inspection, scrutiny of emails sent and received and websites visited or created by you. You acknowledge that you do not have any expectation of privacy when using Micron's resources. For the avoidance of doubt, and for the limited purpose of safeguarding Micron's confidential and proprietary information, Micron will have the right to monitor any personal or official e-mail or social media forum that maybe accessible to you from Micron's resources, including but not limited to Gmail, Facebook, Twitter, Instagram, etc. Micron also reserves the right to monitor its employees using various security measures including but not limited to closed circuit television systems. These maybe installed on Micron's premises overtly or covertly to ensure that the employees do not participate or propagate any activities which are or could be prejudicial to Micron's business interests, or which could bring it into disrepute.

12 Warranty

You warrant that:

- (a) you have not entered into, and will not enter into, any agreement in conflict with this Agreement or your employment with Micron;
- (b) you having provided Micron with information that is true and complete in all respects;
- (c) your employment with Micron will not violate any agreement with, or rights of, any third party;
- (d) you have not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime or other similar legal action and there is no lawsuit, arbitration, administrative or other proceeding, disciplinary action, governmental or any other investigation

pending or, to the best of your knowledge, threatened against you;

- (e) you have not been the subject of any adverse court judgment which threatens your solvency or substantially compromises your financial security.
- (f) except as expressly authorized by Micron in writing, you will not use or disclose your own or any third party's confidential information or intellectual property when acting within the scope of your employment or otherwise on behalf of Micron; and
- (g) you have not retained anything containing any confidential information of a prior employer or other third party, whether or not created by you.

13 Severability

Part or all of any clause of this Agreement that is illegal or unenforceable will be severed from this Agreement and the remaining provisions of this Agreement continue in force.

14 Waiver

The failure of either party at any time to insist on performance of any provision of this Agreement or to fail to exercise a right under this Agreement is not a waiver of its right at any later time to insist on performance of that or any other provision of, or exercise that or any other right under, this Agreement.

15 Additional Remedies

Notwithstanding anything contained in this Agreement, in addition to any remedy available to Micron, whether provided herein or conferred by statute, civil law, common law, custom, trade, or usage, Micron will be entitled to obtain an injunction against you from a civil court of competent jurisdiction.

16 Successors and Assigns

Micron will have the right to assign this Agreement and all covenants and agreements herein will inure to the benefit of and be enforceable by such successors and assigns. This Agreement is personal to you and cannot be assigned by you.

17 Entire Agreement

This Agreement and the Confidentiality and Intellectual Property Agreement:

- (a) constitute the entire agreement between the parties as to their subject matter; and
- (b) in relation to that subject matter, supersede any prior understanding or agreement between the parties and any prior condition, warranty, indemnity or representation imposed, given or made by a party.

18 Headings

Headings are for ease of reference only and do not affect the meaning of this Agreement.

19 Alteration and Exercise of Rights

This Agreement may only be altered in writing signed by each party. Micron reserves the right, in the event of there being any variance in any terms and conditions of employment or in such policies and direction that may be circulated and communicated to you, to construe such variance in the manner that best reconciles such difference having regard to the objectives and purpose of your employment under this Agreement. Micron's construction and reconciliation of such variance will be final. The exercise of any right or discretion by Micron under this Agreement or in connection with your employment is in its absolute discretion and is not subject to any implied restrictions (including any implied term of mutual trust and confidence).

20 Governing Law

This Agreement is governed by the law applicable in India and the parties irrevocably and unconditionally submit to the exclusive jurisdiction of the courts of Bangalore, India.

21 Definitions

21.1 **Agreement** means these Standard Terms and the accompanying offer letter.

21.2 **engage in** means to participate, assist or otherwise be directly or indirectly involved as a member, shareholder (other than a shareholding of less than five percent (5%) in a company listed on any recognised stock exchange), unitholder, director, consultant, adviser, contractor, principal, agent manager, employee, beneficiary, partner, associate, trustee or financier.

21.3 **Related Companies** means Micron's parent and subsidiary companies and corporations, and their respective subsidiary and parent companies and corporations that may be formed from time to time.

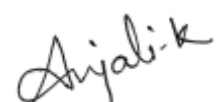
Unless the context otherwise requires, terms defined in the accompanying letter have the same meaning in these Standard Terms and vice versa.

KANCHARLAPALLY ANJALI

Name

09/20/2020

Signed and Dated (mm/dd/yyyy)



Date: June 18, 2021

Private & Confidential

Farooqunnisa
CBIT

Dear Farooqunnisa

Congratulations on your new position with the company Gap IT Services India Private Limited, we support talent development across the company and encourage employees to seek out opportunities that best fit their interests and strengths. We feel confident your new position will provide many rewarding challenges and opportunities for future career growth. Below is a summary of the terms and conditions, which we wish to offer you for the position:

- 1. Position: Software Engineer Associate, Grade 16**
- 2. Location: Hyderabad**
- 3. Start Date: July 05,2021 (Tentative)**
- 4. Compensation Kindly refer *Annexure "A"* for your compensation components**

Bonus Based on your position as Software Engineer Associate, you will participate in the Professional Cash Incentive Award Plan (ProCAP). ProCAP is an incentive program that rewards achievement of Gap Inc. and/or Division financial and operational objectives. Final bonus amounts may be adjusted by managers based on individual performance. Provided you begin your employment prior to November 1, 2021, you are eligible to participate in the program for fiscal 2021 (February 2021– January 2022). Under the current program, your annual target bonus will be 8 % of your base salary. Depending on results, your actual bonus, if any, may be higher or lower and can reach a maximum of 16%. Bonus payments will be prorated based on active time in position, divisional or country assignment and changes in base salary or incentive target that may occur during the fiscal year. Bonuses for fiscal 2021 are scheduled for payment in March 2022 and you must be employed by Gap Inc. on the payment date to be eligible for an award. Gap Inc. has the right to modify the program at any time. Management discretion can be used to modify the final award amount. Bonus payments are subject to supplemental income tax withholding

Benefits: Company paid Life and Medical insurance program will be effective for you from the day you report to work. Detailed information on all the Benefits Programs will be provided to you on your first day of employment.

Termination Notice. Your employment can be terminated by 2 (Two) months' notice or payment in lieu on either side. We reserve the right to terminate your employment without notice or payment in lieu for any breach of the Company's regulations or misconduct by you, and only your salary accrued (if any) will be paid Confidential. In case this termination voluntarily/ involuntarily (through Code of Business Conduct) is within 1 year from the date of joining, all expenses incurred by the employer will be recovered through employee's full and final settlement. This includes both- arrangement costs directly borne by the employer or the expense claimed by employee.

Code of Conduct. As part of your employment, you will be given a copy of our code of conduct. It outlines many of the details that pertain to standard of business behaviors that we expect all employees to live by. It is important for you to fully understand this philosophy and the policies and procedures governing it. You will be required to separately sign a copy of code of conduct as an acknowledgement of having read the same.

Warranties: You confirm and warrant that:

- (a) you have carefully read and fully understand all the provisions of this Agreement.
- (b) you have not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime, even if you are subject to a pardon, amnesty, or other similar legal action and there is no lawsuit, arbitration, administrative or other proceeding or governmental investigation pending or, to the best of your knowledge, threatened against you.
- (c) you have not been the subject of any adverse court judgment which threatens your solvency or substantially compromises your financial security.
- (d) you have all the necessary licenses, permissions, consents, approvals, qualifications and memberships required of you to perform the duties under this Agreement.
- (e) by entering into this Agreement or performing any of the obligations under it, you will not be in breach of any court order or any express or implied terms of any contract or other obligation binding on you. You further undertake to indemnify Gap against any such claims, costs, damages, liabilities or expenses which Gap may incur if you are in breach of any such obligations.
- (f) in the performance of your obligations, you will not utilize or make available to Gap any confidential or proprietary information of any third party or violate any obligation with respect to such information.
- (g) you have never been suspended, censured or otherwise been subjected to any disciplinary action or other proceeding, litigation or investigation by any state or governmental body or agency or any regulatory authority or self-regulatory organization.

Past Record. This employment is on the basis that the information submitted by you is complete and correct. You agree and acknowledge that if it is found that the information submitted is false or incomplete or that you have concealed certain material information which detrimentally impacts your employment, Gap may terminate employment without providing any notice or pay in lieu thereof.

This offer is contingent & valid only upon successful completion of a background verification being conducted by the company.



.....

Ankit Arora
Director – Human Resources
Authorized Signatory

.....

Accepted
Farooqunnisa

ANNEXURE A

GAP INC. TECHNOLOGY		
Components	Monthly (INR)	Annual (INR)
Basic Pay	26,400	316,800
House Rent Allowance	10,560	126,720
Leave Travel Allowance	2,640	31,680
Special Allowance	26,400	316,800
Annual Gross Base (AGB)	66,000	792,000
Retirals		
Provident Fund (Employer Contribution)	3,168	38,016
Gratuity (accrual only)	1,270	15,240
Total Fixed Compensation	70,438	845,256
Bonus		
Performance Bonus (ProCAP) @ 8% of AGB	5,280	63,360
Total Cash Compensation	75,718	908,616



.....
Ankit Arora
Director – Human Resources
Authorized Signatory

.....
I accept the offer outlined above
Farooqunnisa

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

Date:24-Mar-2021

Haseena Palle
C9324548

H.No.1-11-112/3/1 ,Chakravarthy Tower Flat No.-103 ,Shamlal Building Begumpet
8247898522

Dear Haseena Palle,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level-12

Job Family Group - Software Engineering



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

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

Version 6.1 Feb 2021

1

P. Haseena
Candidate's Signature

Pre-Onboard Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter* program*). This program further enhances and further details the training opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent. The training module for the program will be made available to you at least 3 months before onboarding to give you a reasonable time to learn at your pace and comfort and prepare for the ensuing assessments.

Details of the program and assessment are reiterated as under:

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

Your employment and onboarding with Accenture is subject to your successful completion of the assessment of the program (within stipulated period for Accenture to provide you date of joining), as mentioned above. Should you not clear same this offer shall become redundant and will be revoked.

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

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

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

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

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

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

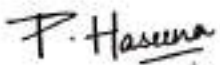
We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



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

ACKNOWLEDGED AND AGREED:


PALLE HASEENA

[Insert full legal name]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

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

(C) Joining Bonus

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

Note: For International Worker Only*

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

* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

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

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

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

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

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

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

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

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

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

ANNEXURE II

Mandatory documentation at the time of onboarding:

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

VALEO WELLBEING TECHNOLOGIES PRIVATE LIMITED

F-4/8, BASEMENT, F-4, VASANT VIHAR, OPP MCD PARK,
NEW DELHI SOUTH WEST DELHI 110057

Email.: sahnis@gmail.com, Mobile No 91+ 9811447479

CIN No. U51395DL2020PTC365883B,

PAN No. AAHCV4592N,

TAN No. DELV21712F

Valeo/SS/2021-2022

Dated: 09-04-2022

APPOINTMENT LETTER

Dear Mr. Rajnarayana Dasari

With reference to our recent discussions, we are pleased to appoint you for the position of Software Engineer with M/s Valeo Wellbeing Technologies India Private Limited (“Company”) with effect from 11th April,2022 at an annual Cost to the Company (CTC) of Rs 5,00,000 (Rupees [Five Lakh]) only.

Vacation: You will also be entitled to 14 days vacation/leave days

Following are the terms of your employment. If you agree with them, please indicate your acceptance by signing your name initials on each page and your full name in the space indicated on pages 8 and 11.

1. Duties:

You will be appointed as a **Software Engineer** by the Company.

You will be required to carry out all duties which are normally associated with employment in the aforesaid position along with those duties which may be prescribed by the Company from time-to-time. You shall be subject to the general supervision and control of the Company. It is the Company's intention that any description of the job duties/responsibilities given by it should serve as a guide to the major areas for which you will be accountable. Due to the nature of the Business, the obligations will inevitably vary and develop.

You shall devote your full time and best efforts to the advancement of the interests of the Company in accordance with the instructions given and policies established, from time to time, by the Company and shall perform such duties related to or incidental to the duties contained herein as may be prescribed from time to time.

2. Compensation:

The complete detail of your salary is highlighted in **Annexure “A”** of this letter. However, the structure of your compensation plan may be altered/ changed from time to

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TAN No. DELV21712F

time in line with the Compensation policy and practices of the Company.

The monthly amount of the salary, subject to all applicable withholdings and deductions, shall be paid by the Company on or before the seventh day of the subsequent month into your nominated bank account. Each Party shall bear and fully comply with all their respective tax liabilities arising from the provisions of this Agreement.

3. Place of Work:

Your place of posting will be at **Bangalore**. However, this can be changed at the discretion of the management.

4. Transfer:

The Company shall have the right to transfer your services temporarily / permanently to any other department, division, and branch or to any other company under the Company group or to any client site in India or abroad where Company projects are under execution at the sole discretion of management. Refusal to accept the transfer may result in termination of services without notice.

5. Rules and Regulations:

The terms set out in this letter are for your guidance and are not fully comprehensive. Your employment will be governed by the Model Standing Orders and also by the rules and regulations laid down by the management from time to time in relation to conduct, discipline, secrecy, security, leaves, holidays or any other matters relating to service conditions which will be deemed as part of the terms of employment. You will not carry any equipment which can be used with a computer like floppies, CDs, pen-drive etc into the premises of Company. You undertake to not object to any security or secrecy measure taken by the Management. You will further co-operate with the security in day to day checking and frisking of the self and bags as operational requirements. You will abide by and be governed by the decision of the management on settlement and awards. You are expected to work in the section/department in which you are placed with a high standard of initiative, efficiency and economy. You are expected to work on shift on all working days. You may be placed in any shift at any of the Company's office or its client location as per the roster prepared by your reporting officer.

6. Exclusivity of Service:

You are required to devote your full time, attention and abilities to your duties with the Company during working hours, and to act in the Company's best interest at all times. You must not be in any way directly or indirectly employed, engaged, concerned or

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interested in any other business, undertaking or organization without the written permission of the Company.

7. Leave and Holidays:

You will be required to apply for leave as per leave rules of the Company. Grant of leave shall depend on the exigency of the work of the Company and shall be at the sole discretion of the management. Notices specifying those days to be observed by the office / establishment as holidays shall be notified in writing, from time to time but this will in no way prejudice the Company's right to work on any or all the holidays as may be found necessary. You will be eligible for Casual Leaves, Earned Leaves and Sick Leaves as per Company published policy.

8. Performance of Duties and Policies:

In carrying out your responsibilities, you agree to use your best efforts, skills and abilities to promote the interest and business of Company and conduct yourself in such manner that will ensure the best reputation and public image for the Company.

You also agree to adhere to and comply with all internal policies and procedures of Company which has been made available to you, and any other employment related policies and procedures, which the Company may introduce or revise from time to time.

You agree that during the term of your employment, you will devote the whole of your regular established working time and attention to Company to the exclusion of any other employment or gainful occupation. For greater certainty, you specifically agree not to engage in ongoing activities that render you, unavailable for your duties.

9. Performance Review:

Your performance will be monitored and evaluated continuously. However, you will be eligible for the salary revision based on your performance evaluation and will be at the discretion of the management.

10. Travel and Business Expenses:

The Company will reimburse you for all reasonable traveling and out of pocket expenses actually and properly incurred in connection with the performance of your duties, subject to provision of any required documentation from you and consistent with our company travel and expense policy.

11. Confidentiality:

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It is essential to the success of Company that the business and affairs of the Company be kept in the strictest confidence. Therefore, you shall not either during or after your employment with the Company disclose to any third party any confidential information concerning the business and affairs of the Company. Confidential information for the purpose of this employment agreement will include but not limited to client contracts, information related to the Company's supplier base, Company proposals, business plans, financial information, pricing information and confidential information about the business or operations of our clients. In this regard, you agree to execute the Confidentiality Agreement '**Schedule A**' which forms part of this employment agreement.

12. Intellectual Property Rights:

All information, inventions and discoveries or any interest in any copyright, patent and/ or other property rights developed, made or conceived of by you, (i) in the course of your employment with the Company under this letter; and/ or during the course of your employment with the Company which you have developed or may develop, (collectively "Intellectual Property Rights") shall vest solely and exclusively with the Company.

You agree and understand that any and all copyrightable works that are prepared by you, within the scope of service, is "work for hire" under applicable law and the Company will be considered the first owner of such copyrightable works. To the extent that the Company is not considered the first owner of the Intellectual Property Rights created by you, the copyright and all related rights, title and interest in all such Intellectual Property Rights is irrevocably assigned by you to the Company for valid and adequate consideration.

13. Responsibility for company owned equipment

You will be responsible and accountable for all Company owned equipment's and materials entrusted to you. In the event of loss or damage through your negligence, you agree to fully indemnify and save Company harmless against such loss.

14. Reports:

You will be informed regarding your reporting officer at the time of your joining. You will provide Company with any reports that are deemed necessary, including periodic summaries of your work-related activities and accomplishments.

15. Abandonment of Service:

In case you remain absent for 7 days continuously without giving advance notice including absence when leave though applied for but not granted or Holidays or overstay sanctioned leave for 7 days under any circumstances, you will be deemed to have

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abandoned your job and will have no claims to re-instatement and / or any compensation thereof.

16. Separation / Termination:

You will be paid no salary in case you leave the services of the Company **within one month** of your joining on your own accord. However, if management discontinues your services within one month of your joining, due to any reason, you will be paid salary up to the date of your termination.

Termination other than for Cause: The Company may terminate this letter other than for Cause by giving 3 (Three) months' written notice to you. Alternatively, the Company may terminate your employment with immediate effect, upon giving you salary in lieu of notice.

Resignation: You may resign from the Company by giving 2 (Two) months' notice to the Company.

Termination for Cause: Notwithstanding anything stated herein, the Company may terminate this Agreement for Cause, with immediate effect and without any payments in lieu of notice, in the event of commission of Cause by you.

“Cause” shall mean the following reasons for which the Company may terminate in accordance with the clause above:

- a. In case of fraud or willful misconduct, where the charge sheet has been filed against you and not dismissed for fraud within 180 (One Hundred and Eighty) days of filing of charge sheet; and / or
- b. In case your conviction by the court of first instance, for fraud or willful misconduct;

Effect of Termination/Resignation

Upon the termination of your employment, and consequently of this letter, the obligations of the Company towards you under this Agreement shall terminate except for the

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obligations to pay to you any compensation as specified in Schedule A, earned and accrued till the date of termination, to the extent unpaid as on the date of termination; any payment under employee benefit plans/schemes required to be provided by the Company to you pursuant to applicable Law; provided that you shall not be entitled to any other salary, compensation, benefit or service payments from the Company thereafter, and provided further that the Company is entitled to set off or deduct any amounts due from you to the Company prior to making such payments.

You shall, at the time of leaving the employment of the Company, immediately deliver to the Company (and will not keep in your possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondences, specifications, drawings, blueprints, sketches, materials, equipment, other documents, property or any Confidential Information, or reproduction of any aforementioned items developed by you pursuant to her employment with the Company or otherwise belonging to the Company, its successors or assigns.

17. Retirement:

You shall retire from the services of the organization on attaining the age of superannuation as determined from time to time. For this purpose the official record of the age with the organization shall be treated as final. The age limit however can be raised by mutual agreement.

18. Company Assets / Property:

You will be responsible for the safekeeping and return in good condition and order of all Company's property entrusted to your care and charge. The Company reserves the right to deduct the money value of such articles from your dues, or take such action as may be deemed proper, in the event of failure to account for such property to its satisfaction. In the event of your termination from employment, whether voluntary or involuntary, you shall take all reasonable steps promptly to deliver to Company all property belonging to the company, which is in your possession or under your control. You shall also inform Company of the whereabouts of any such items, of which the location is known to you but not to the company.

19. Injunctive Relief:

You hereby acknowledge and agree that any violation of Sections 19, 21 and 22 of this agreement pertaining to Conduct, Trade Secrets, and Non-Solicitation, will cause damage to Company in an amount difficult to ascertain. Accordingly, in addition to any other

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relief to which Company may be entitled, the parties agree that Company shall be entitled to temporary or permanent injunctive relief for any breach or threatened breach by you of the terms of section 19, 21 and 22 of this Agreement without proof of actual damages that have been or may be caused to Company as a result of such breach.

20. Employees Due Diligence:

You acknowledge and agree that you have had the opportunity to investigate fully the employment offered by Company and you have exercised due diligence investigating Company offer. You therefore acknowledge that except as provided in this Agreement, no representations of any kind have been made to you with respect to the nature of your work, the duration of your employment, your expected compensation, or any other condition surrounding your employment by Company. If at any stage, during the tenure of your service, it is found that any particulars or details furnished by you are incorrect and/or this agreement of service has been obtained by misrepresentation of facts, your services will be terminated without notice or compensation.

21. Governing Law:

The courts in Delhi shall have exclusive jurisdiction over any dispute relating to or connected with or arising out of this agreement.

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22. Dispute Resolution:

The Company and you hereby agree that they will, at all times, act in good faith, and make all attempts to resolve all differences howsoever arising out of or in connection with this letter by discussion. If within 15 (Fifteen) days of the commencement of the discussions the dispute is not resolved the dispute shall be referred to arbitration, provided that:

- a. Arbitration shall be conducted in accordance with the provisions of the Indian Arbitration and Conciliation Act, 1996 (“Arbitration Act”);
- b. There shall be 1 (One) arbitrator appointed by the Company;
- c. The seat of arbitration shall be New Delhi and the venue for conducting/ holding of the arbitration proceedings shall be New Delhi. The arbitration proceedings shall be conducted in the English language.
- d. When any dispute is referred to arbitration, except for the matters under dispute, the Parties shall continue to exercise their remaining respective rights and fulfill their remaining respective obligations under the Agreement.
- e. Each Party shall co-operate in good faith to expedite (to the maximum extent practicable) the conduct of any arbitral proceedings commenced under the Agreement.

Notwithstanding the aforesaid provisions of this Agreement, in the event of any breach or apprehended breach by you of the provisions of this Agreement, the Company shall be entitled, in addition to all other remedies, to an injunction, whether interlocutory or preliminary, restraining any such breach, without recourse to arbitration. Each of the rights of the Company under this Agreement are independent, cumulative and without prejudice to all other rights available to it.

23. Non-Compete and Non-Solicit:

You agree that during your term with the Company and for a period of 6 months after your exit from the Company, you shall not, directly or indirectly:

- a. sponsor/promote through any other company or entity or engage in, whether as an individual, through a partnership or as a shareholder, joint venture partner,

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collaborator, consultant, advisor, principal contractor or sub-contractor, director, trustee, committee member, office bearer or agent or in any other manner whatsoever, whether for profit or otherwise, any business which competes or is similar to or related to in whole or any part with the business of the Company. Nor shall you canvass, solicit or approach or cause to be canvassed, solicited or approach any clients (including previous or existing clients) or any work orders of the Company.

- b. for yourself or for any other person, solicit or procure or assist the solicitation of any employee or hire any employee of the Company and/or any employee of the Company who was in employment of the Company.

You acknowledge and agrees that adequate consideration has been provided by the Company for the non-compete covenants contained in this Agreement and that restrictions contained in this clause are reasonable for the legitimate protection of the business and goodwill of the Company.

You acknowledge and agrees that the covenants and obligations with respect to non-compete and non-solicitation as set forth in this letter relate to special, unique and extraordinary matters, and that a violation of any of the terms of such covenants and obligations by you will cause the Company irreparable injury for which damages may not be adequate remedy. Therefore, you agree that the Company shall be entitled to an interim injunction, restraining order or such other equitable relief as a court of competent jurisdiction may deem necessary or appropriate to restrain you, from committing any violation of the covenants and obligations contained in this clause. These injunctive remedies are cumulative and are in addition to any other rights and remedies that the Company may have at law or in equity. Further, subject to the provisions of this letter, the above non-compete and non-solicitation shall survive termination of this letter.

24. Severability:

In the event that any covenant, condition or other provision of this agreement is held to be inoperative, invalid, void or illegal by any court of competent jurisdiction, the same shall be deemed severable from the remainder of this agreement and shall in no way affect, impair or invalidate any other covenant, condition or other provision of this Agreement. If such condition, covenant or other provision shall be deemed invalid due to its scope or breadth, such covenant, condition or other provision shall be deemed valid to the extent of the scope or breadth permitted by law.

25. Documents:

It is mandatory to submit the following documents at the time of reporting for duty, failing which your joining will be delayed: -

VALEO WELLBEING TECHNOLOGIES PRIVATE LIMITED

F-4/8, BASEMENT, F-4, VASANT VIHAR, OPP MCD PARK,
NEW DELHI SOUTH WEST DELHI 110057

Email.: sahnis@gmail.com, Mobile No 91+ 9811447479

CIN No. U51395DL2020PTC365883B,

PAN No. AAHCV4592N,

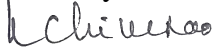
TAN No. DELV21712F

-
- Photocopies of all educational / professional qualification certificates and mark sheets along with Original Documents. Original Documents will be returned back after verification
 - List of References along with Contact Details
 - Relieving certificate from the previous employer
 - Experience certificate from all previous employers
 - Proof of salary / benefits drawn in last employment
 - Four passport size photographs
 - Copy of PAN Card
 - Photocopy of the Ration Card/Voter ID Card/Driving License
 - Photocopy of your passport (first two pages & last two pages) & Visa, if applicable
 - Medical Fitness Certificate from a registered medical practitioner

Congratulations on being one of the select few to make it to Company. We are indeed proud to have you to our Company, which is continuously expanding its capacity to create a bright and rewarding future for employees. We hope that you will gain professional growth and satisfaction in your association with us.

Kindly sign a duplicate copy of this letter, as acceptance and return the same to the company.

Sincerely



Authorized Signatory

Valeo Wellbeing Technologies India Private Limited

I accept the terms of employment as stated in this letter. I undertake to bound by the rules and regulations governing the terms and conditions of employment in the Company.

I further declare and agree that in the event of any declaration given by me in the application form or any other document is found to be false, then my services may be terminated forthwith, without any notice or compensation.



(Employee's Signature)

Rajnarayana Dasari

Employee's Full Name

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CIN No. U51395DL2020PTC365883B,

PAN No. AAHCV4592N,

TAN No. DELV21712F

Date : 10-4-2021

SCHEDULE "A"

CONFIDENTIALITY AGREEMENT

In exchange for my becoming employed by or my employment being continued by **Valeo Wellbeing Technologies India Private Limited**, or any of its subsidiaries, affiliates, or successors (individually and collectively, the "Company"), I hereby agree as follows:

Inventions: As used in this Confidentiality Agreement (this "Agreement") the term "Inventions" means designs, trademarks, discoveries, formulae, processes, manufacturing techniques, trade secrets, inventions, developments, original works of authorship, concepts, know-how, improvements, and ideas, whether or not patentable or registrable under copyright or similar laws, including all rights to obtain, register, perfect and enforce these proprietary interests.

Confidential Information: As used in this Agreement, the term "Confidential Information" means information pertaining to any aspect of the Company's business, including but not limited to its research, technical data, products, services, plans for products or services, client names or details, customers and potential customers, markets and marketing, finances, financial projections, employees (including employee compensation), software, source code, documents, analytics, formulae, models, diagrams, charts, presentations, patents, patent applications, developments, inventions, processes, design, drawings, engineering, formulae, scientific or other information, business plans, and agreements with third parties, disclosed to me by the Company or otherwise obtained by me, either directly or indirectly writing, orally or by drawings or observation of parts or equipment, or created by me during the period of my employment which are in any way related to the business of the Company or which utilize any proprietary technology owned by the Company (whether commenced prior to or upon the date of this Agreement), whether or not during working hours.

Assignment of Inventions: Without further compensation, I hereby agree promptly to disclose to the Company, and I hereby assign and agree to assign to the Company or its designee, my entire right, title and interest throughout the world in and all to all Inventions and all intellectual property rights thereto which employ, incorporate or utilize any proprietary technology owned by the Company or which in any way could have commercial uses which are similar to those provided by the Company to its customers, that I may solely or jointly conceive, develop or reduce to practice during the period of my employment with the Company (whether such

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PAN No. AAHCV4592N,

TAN No. DELV21712F

relationship was commenced prior to or upon the date of this Agreement), whether or not during working hours.

Confidentiality Obligation: I agree to hold in confidence and not directly or indirectly to use or disclose to any third person or entity, either during or after termination of my employment with the Company, any Confidential Information, except to the extent authorized by the Company in writing or Company promptly upon my becoming aware of facts or circumstances that could result in such disclosure), until such Confidential Information becomes generally known by the public. I agree not to make copies of such Confidential Information except as authorized in writing by the Company.

Obligation on Termination: Upon termination of my employment for any reason, or upon an earlier request of the Company, I will forthwith return or deliver to the Company:

- (a) All tangible forms of Confidential Information in my possession or control, including but not limited to drawings, specifications, documents, records, devices, models, extracts, digests or any other material and copies or reproductions thereof; and
- (b) All other items of every nature or kind used in the course of my employment, or otherwise furnished to me by the Company, including but not limited to all equipment, credit cards, computers, cellular phones, fax machines, books, reports, files, manuals, literature and software whether or not such items contain Confidential Information.

No Conflicts: I represent that my performance of all the terms of this Agreement and my provision of services as an employee to the Company does not and will not breach any agreement to keep in confidence proprietary information, knowledge or data acquired by me in confidence or in trust prior to my becoming an employee of the Company, and I will not disclose to the Company, or induce the Company to use, any confidential or proprietary information or material belonging to any previous employer or others. I agree not to enter into any written or oral agreement that conflicts with the provisions of this Agreement.

Effect of Agreement: This Agreement (a) shall survive my employment with the Company, (b) does not in any way restrict my right or the right of the Company to terminate my employment, with or without cause, (c) inures to the benefits of successors and assigns of the Company, and (d) is binding upon my heirs and legal representatives.

No Interference: I certify that, to the best of my information and belief, I am not a party to any other agreement which will interfere with my full compliance with this Agreement.

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Miscellaneous:

- (a) This agreement supersedes any portion of any oral, written or other communications or agreements concerning the subject matter of this Agreement, and may be amended or waived only by a written instrument signed by the parties. This Agreement shall be governed by the laws of Delhi applicable to contracts entered into and performed entirely within Delhi, without giving effect to principles of conflicts of laws. If any provision, of this Agreement is held to be unenforceable under applicable law, then such provision shall be excluded from this Agreement only to the extent unenforceable, and the remainder of such provision and of this Agreement shall be enforceable in accordance with its terms.
- (b) I acknowledge and agree that: (i) this Agreement is necessary for the protection of the legitimate business interests of the Company; (ii) the restrictive covenants set forth in this Agreement (the "Restrictive Covenants") are reasonable and valid in geographical and temporal scope and in all other respects; and (iii) I have received adequate consideration for the execution, delivery and performance of this Agreement.
- (c) If a court of competent jurisdiction finally determines that any of the Restrictive Covenants, or any part thereof, is invalid or unenforceable for any reason, such court shall have the power to modify such Restrictive Covenant, or any part thereof, and, in its modified form, such Restrictive Covenants shall then be valid and enforceable and the remainder of the Restrictive Covenants shall not thereby be affected and shall be given full force and effect, without regard to the invalid or unenforceable parts.
- (d) I agree that a violation of this Agreement will cause irreparable damage to the Company, and each Company shall be entitled (without any requirement of posting a bond or other security), in addition to any other rights and remedies which it may have, at law or in equity, to an injunction enjoining and restraining me from doing or continuing to do any such act or any other violations or threatened violations of this Agreement.
- (e) All notices or authorizations, request and demands given or made under this Agreement shall be made in writing and shall be delivered to the Company or to you at the respective addresses set forth below or at such other addresses as may be furnished by notice given in accordance with this Agreement. All such notices, authorizations, requests or demands are deemed delivered upon receipt or refusal thereof.

Third Party Beneficiaries: I acknowledge that the provisions of this Agreement are for the benefits of the Company and, thereof, each Company (if applicable) is a third party beneficiary of this Agreement with the power to enforce the provisions of this Agreement and any and all of its rights hereunder to the same extent as would a signatory hereto.

Rajnarayan

Acknowledgement: I certify and acknowledge that I have carefully read all of the provisions

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TAN No. DELV21712F

of this Agreement and that I understand and will fully and faithfully comply with such provisions.

Rajnarayana

.....
(Employee's Signature)

Employee's Name: Rajnarayana Dasari.....

Date : 10-4-2021.....

VALEO WELLBEING TECHNOLOGIES PRIVATE LIMITED

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Annexure A COMPENSATION DETAILS		
Name	Rajnarayana Dasari	
Designation	Software Engineer	
Date of Joining	11-04-2022	
Monthly CTC	41,667/-	
Annual CTC	5,00,000/-	
Breakup of Compensation	Monthly (Rs.)	Annual (Rs.)
Basic	16,667	2,00,000
HRA	8,333	1,00,000
Other Allowances	14,167	1,70,000
LTA	2,500	30,000
Total CTC	41,667	5,00,000



Date: October 15, 2020

Ref: LTI/HR/Campus/2021

Name: Sripathi Krishna sai Geethika

College: Chaitanya Bharathi Institute of Technology

OFFER OF EMPLOYMENT

Dear Sripathi Krishna sai Geethika,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.5,01,974/-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. **Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. **Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. **Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltinfoltech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

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

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

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

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

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Sr. Manager - Campus
Recruitment

I have read the letter and accept the same.

Signature and Date

ANNEXURE-1

Name : Sripathi Krishna sai Geethika Date : October 15, 2020		
Salary Grade : GET(II)-New		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	425,602	35,466
Annual Incentive	40,000	
B. Total Variable (PA)	40,000	
C. Total Target Cash (A+B)	465,602	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaime Premium	6,108	
D. Retirals & Other Benefits	36,372	
Cost to Company (CTC) C+D	501,974	

Medical Insurance Premium:

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

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

Notes:

1. Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

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

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

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

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

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

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

ANNEXURE-2

Eligibility Criteria for Engineering - Year 2021 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2021)	Less than 24 years
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA NOTE: <ul style="list-style-type: none"> • SSC /HSC should have cleared in <u>FIRST ATTEMPT</u> only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, <u>final semester</u> should have cleared in <u>FIRST ATTEMPT</u> only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation,Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above <u>OR</u> Equivalent CGPA
	<ul style="list-style-type: none"> • For the interview process, an aggregate of 60% & above <u>till the results of the last conducted examination</u> will be considered • Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester results
	<ul style="list-style-type: none"> • Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	<ul style="list-style-type: none"> • Conversion from CGPA into Percentage must be calculated as per your respective University norms
	<ul style="list-style-type: none"> • Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	<ul style="list-style-type: none"> • Not more than 2 active/live backlogs allowed during the interview process • All backlogs (if any) must be cleared <u>with the final semester exams</u> • All final semester subjects <u>must be attempted and cleared in the First Attempt</u> (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course) • Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2021 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
3. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.
4. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.
5. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months from the date of my interview process.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Candidate Signature: _____

Name: _____

Institute Name : _____

Mobile No : _____

Date of interview process: _____



13-Aug-2021

Dear Gundagani Lohitha,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Institute of Technology, Hyderabad

Candidate ID – 15087960

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 of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

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

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

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

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program 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: Gundagani Lohitha **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

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

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

RECITAL:

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

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

1. Duties and Responsibilities

- a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
- b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
- c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

2. Place of Employment

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

3. No Alternate Employment, No Conflict, Etc.

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

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

4. Confidentiality

- a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
- b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.
- c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
- d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
- e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.
- f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
- g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

5. Data Protection

By signing below,

- a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
- c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
- d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
- e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

6. Work Schedule

- a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.
- b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.
- c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per

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

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

7. Background Check

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

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

8. Compliance with Company Policies

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

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

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

9. Non-Compete and Non-Solicit Restrictions

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

10. Representations and Warranties

By signing below,

- a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;
- b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;

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

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

11. Indemnity

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

12. Business Engagement, Learning and Development and Project Deployment

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

13. Unauthorized Absence

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

14. Retirement

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

15. Termination of Employment

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

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

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

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

16. Deputation, Assignment and Transfer

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

17. Survival

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

18. Dispute Resolution and Governing law

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

19. General

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

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

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

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

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

Sign: _____
Name:

Sign: _____
Name:

09/04/2021



NAMITHA KOMMINENI

Dear NAMITHA,

Contract of Employment

Visa Consolidated Support Services (India) Private Limited – Tech Unit (“Visa”) is pleased to offer you employment on the terms and conditions set out below.

After your discussion with Visa’s appointed consultants, the finalized breakdown of your cost-to-company (“CTC”) will be presented in a separate attachment called “CTC Structure”, which will then supplement and form part of the agreement constituted by your acceptance of the aforesaid terms and conditions (“Agreement”). Please refer to schedule B for further details.

The terms of the Agreement, including your CTC, are strictly confidential and you shall not divulge the same to any other employee except where required by Visa.

Commencement Date

05/07/2021

Position

New Grad - Software Engineer

Reporting to

Niroop Reddy

Working for

Visa

Training

Upon commencing employment, you will be required to undergo certain internal training programs. These programs will consist of classroom training, online courses, or a combination of both. The duration of the training is based on business requirements. After successful completion of the training, you will begin working at the Bagmane Technology Development Centre.

Place of Work

You will be based in Visa’s offices in Bangalore, India, but Visa may require you to work at alternative locations according to business requirements for the performance of your duties.

Reference

Your employment with Visa is subject to our obtaining of satisfactory references for which we will be engaging our pre-employment screening agent to conduct background checks. Your retention with Visa will be subject to your continued medical fitness.

You shall be responsible to update Visa on inter alia; any change in status with regard to your marital status, address, telephone number or achievement of additional / professional qualifications and you may be required to furnish relevant documentary evidence, wherever applicable, in support of such changes.

Duties

Given the fluid nature of the environment and consequent business needs, your designation, position and duties may be changed at Visa’s discretion. Visa may also transfer you to any other company by virtue of any corporate restructuring, merger or takeover, etc. by / of Visa. You shall report to such

Registered Office:

Visa Consolidated Support Services India Private Limited
C-70, 1702 A Wing, The Capital, G Block, Bandra Kurla Complex,
Mumbai 400051

Office: 022 66884100 | Fax 022 67258211

CIN: U32109MH1999PTC207960

www.visa.co.in

SEZ Unit:

Bagmane WTC, 4th Floor, Aquamarine
KR Puram - Marathahalli ORR

Bangalore: 560 048

Office: 080 67508000 | Fax 080 67508010



person(s) as may be designated by Visa from time to time and will be subject to supervision as per the policies and discretion of Visa.

Hours of Work

You are required to work such hours and at such times as are necessary to efficiently and effectively carry out your job role as defined by Visa. Your working hours include the hours from 9.00 a.m. to 6.00 p.m. (subject to a lunch break of one (1) hour), Monday to Friday in each week.

Annual Salary

Your annual salary is INR 1,300,000.00. This amount will be allocated in a form most useful to you after your discussion with our appointed payroll consultants. This amount is payable over a twelve (12) month period.

Your monthly salary will be paid on the last business day of each month. The payment of your salary is subject to such statutory deductions as may be required in accordance with applicable legislation in force from time to time.

Annual Incentive

In addition, you will be eligible to participate in the Visa Incentive Plan (VIP), for the current fiscal year, as long as you commence employment on or before July 1. If you commence employment after July 1, you will be eligible to participate in the VIP the following fiscal year. Your bonus target under the Plan is 10% of your base salary. Your actual payout can vary between 0% and 200% of your bonus target, with a maximum bonus opportunity up to 20% of your salary based upon your and Visa's performance, subject to the terms and conditions of the Plan. Visa's fiscal year begins on October 1, and any bonus for which you are eligible under the Plan will be based on your salary at the end of the fiscal year, prorated to reflect the portion of the year you were eligible, and will be paid by mid-December. We will provide you with additional information about the Plan following the commencement of your employment. (Please note that the VIP terms mentioned here are intended to be a summary and the Plan document governs your participation in the VIP Plan).

Long Term Incentive Plan

You will also be eligible for consideration in our long-term incentive plan (LTIP). Your actual participation and long-term award value is discretionary and will be determined by management at the conclusion of each fiscal year based upon your performance and the guidelines for the program. Any equity awarded to you will be granted in the form of stock options, and/or restricted stock/units and will be subject to the terms and conditions of the applicable plan and award agreements, including vesting requirements, as approved by the Compensation Committee of the Visa Inc. board of directors.

Relocation

We are planning for this position to be based out of Bangalore office, however, based on the global pandemic most employees are working remotely at this time. If applicable, when you are required to return to our physical office environment, we will provide you with a relocation package as described in the attached relocation packet.

Probationary Period

You are required to serve a probationary period of six (6) months starting from your date of joining. The probationary period may be reduced or extended at Visa's discretion and in accordance with the law. If this happens, you will be notified of the change. At the conclusion of your probationary period, if your performance is satisfactory, your employment continues on the same terms and will be confirmed in writing.

Termination

This Agreement may be terminated by you or by Visa upon giving Not Applicable written notice or by paying salary in lieu of notice. During your probation period, your employment with Visa may be terminated by either party in the following manner:

Registered Office:

Visa Consolidated Support Services India Private Limited
C-70, 1702 A Wing, The Capital, G Block, Bandra Kurla Complex,
Mumbai 400051

Office: 022 66884100 | Fax 022 67258211

CIN: U32109MH1999PTC207960

www.visa.co.in

SEZ Unit:

Bagmane WTC, 4th Floor, Aquamarine
KR Puram - Marathahalli ORR

Bangalore: 560 048

Office: 080 67508000 | Fax 080 67508010



- During the first three (3) months of the probationary period, by giving twenty four (24) hours' written notice or paying salary in lieu of notice; or
- After completion of three (3) months of the probationary period, by giving fourteen (14) days' written notice or paying salary in lieu of notice.

Visa reserves the right to require you not to attend work and/or not to undertake all or any of your duties of employment during the period of notice (whether given by you or Visa). However, in such case, Visa will continue to pay your salary whilst you remain employed by Visa. Visa reserves the right to determine whether or not the contractual benefits are to be granted in such case and the same shall be at the sole discretion of Visa.

Visa may terminate your employment immediately upon written notice (but without prejudice to the rights and remedies of Visa for any breach of this Agreement and to your continuing obligations under this Agreement) in any of the following cases:

(a) if you:

- are guilty of dishonesty or serious or persistent misconduct;
- without reasonable cause, neglect or refuse to attend to your duties; over a period of not less than six (6) months fail to perform your duties to the standard required by Visa and discussed with you;
- fail to perform any of your obligations under this Agreement;
- fail to observe Visa's disciplinary rules or any other regulations of Visa from time to time in force;

(b) if you are incapacitated by illness or otherwise unable to perform your duties for a period totalling in aggregate six (6) months in any period of twelve (12) consecutive calendar months; or

(c) if you become bankrupt or have a receiving order made against you or make any general composition with your creditors,

In the event your employment is terminated for the reasons as enumerated in (a) to (c) above, no remuneration or compensation or contractual benefits shall be payable beyond the time of such dismissal. Further, Visa reserves the right to deduct any outstanding sums from the monies owed to you at the time of your termination.

Upon the expiry or termination of your employment for any reason, you must, upon Visa's request, resign without claims for compensation from all positions and offices held by you in Visa or in connection with your employment by Visa. If you fail to do so, Visa is hereby irrevocably authorized to appoint a person in your name and on your behalf to execute any documents and to do all things reasonably necessary or desirable to achieve the same effect.

Upon ceasing to be employed by Visa, you must deliver to Visa all materials provided to you by Visa or materials created by you during your employment with Visa. Such materials include preliminary and final drawings, reports, notes, records, manuals, documents, designs, computer disks, computerization of technical data, customer lists, specifications, files, memoranda, or other records of any nature. If requested by Visa, you must certify that you do not retain any such materials.

Expenses

Visa will reimburse you in respect of reasonable expenses you incur while you are engaged in Visa's business. You must comply with Visa's rules and procedures for expenses to ensure you can claim reimbursement.

Public Holidays

You are entitled to public holidays as scheduled for the India offices only.

Registered Office:

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Mumbai 400051

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Bangalore: 560 048

Office: 080 67508000 | Fax 080 67508010



Annual Leave and Sick/Casual Leave

You are entitled to 21 days of annual paid leave (in addition to India's statutory holidays) and 15 days of sick/casual leaves per year.

During the probationary period of six (6) months, you shall be entitled to leave with pay for five (5) days for every sixty (60) days of work.

Annual leave will be given and taken as agreed with Visa and in the absence of agreement, as directed by Visa. You are requested to submit your leave application form at least seven (7) days in advance to the concerned authority.

Accumulation of annual leave must not exceed forty-five (45) days at any one time. Any leave in excess of forty-five (45) days shall be forfeited.

Medical Reimbursement as part of your annual salary

You will be reimbursed for the costs you incur for medical treatment for you and your immediate family. Reimbursements will be made on a monthly basis, based on actual expenses claimed. The amount forms part of your annual salary and will be reflected in the CTC Structure.

Benefits

Visa operates an employee benefits program. The terms and conditions of the company benefit program can be obtained from the Human Resources department. Your coverage is subject to any medical tests and underwriting required by the company's insurer(s) and their subsequent acceptance of your application.

Provident Fund (PF) Contributions

Visa will make its Provident Fund contributions in accordance with the Visa Plan, as amended from time to time. Your contributions towards Provident Fund will be deducted from your salary accordingly to Visa Plan as amended from time to time.

Gratuity

You will be eligible for gratuity after completion of continuous service of five (5) years, according to the Payment of Gratuity Act, 1972. The said Act enforces the payment of gratuity, a reward for long service, as a statutory retiral benefit. Notwithstanding the above,

(a) in case your services have been terminated for any act, willful omission or negligence causing any damage or loss to, or destruction of, property belonging to Visa, your gratuity shall be forfeited to the extent of the damage or loss so caused;

(b) gratuity payable to you may be wholly or partially forfeited

(i) if your services have been terminated on account of your riotous or disorderly conduct or any other act of violence on your part, or

(ii) if your services have been terminated for any act which constitutes an offence involving moral turpitude, provided that such offence is committed by you in the course of your employment.

Taxes

You will be responsible for the filing and payment of your taxes in accordance with your tax obligations, worldwide.

Conduct & Discipline

You must perform such duties as may from time to time be assigned to you. You must also comply with all reasonable directions made by Visa.



During your employment, you must well and faithfully serve Visa and use your utmost endeavours to promote its interests, and devote the whole of your time, attention and abilities to its affairs during the hours in which you are required to perform your duties.

You must not, during the continuation of your employment, engage in any other employment or business activity, in the absence of prior written approval from Visa (which may be withheld by Visa at its sole discretion).

You must not enter into any pecuniary obligation, which would render you financially embarrassed. You must not undertake or cause any action or deed which might in any way adversely affect Visa's reputation or good standing, or those of its products or services.

Visa Regulations and Policies

During your employment with Visa, you must observe and comply with all of the rules, regulations and directives of Visa as may from time to time be made or given. Visa has the right to alter and amend its rules and regulations as well as any of the terms of your employment. Any alteration or amendment will become fully effective and a binding term of your employment as soon as Visa tells you about it.

You are bound by and must comply with the following as amended or replaced from time to time:

- Business Conduct Policy;
- Insider Trading & Conflict of Interest Policy;
- Visa India Human Resources and Administration Manual; and
- Other applicable policies.

Confidentiality

As an employee of Visa, you have and will have access to a wide range of confidential information that is valuable to Visa, and its Members, affiliates, consultants, licensees, partners and vendors (collectively, the "Related Parties"). "Confidential Information" includes any information that is known to Visa and not generally known by or available to third parties other than Related Parties. Examples of Confidential Information include inventions, trade secrets, unpublished original works of authorship, technical data, knowledge or know-how, marketing information, business strategy, promotional plans, company financial information, customer lists, account information, and information regarding the business or finances of Related Parties and/or cardholders.

You must not, during your employment with Visa, use the Confidential Information for any purpose whatsoever other than the performance of your responsibilities as an employee of Visa. You must not disclose or cause or allow to be disclosed Confidential Information to any unauthorized third party. You must take reasonable precautions to prevent unauthorized disclosure of Confidential Information. If Visa authorizes you to disclose Confidential Information to a third party, you must do so only after ensuring that the third party is bound by appropriate non-disclosure obligations. Your unauthorized disclosure of Confidential Information could lead to termination of your employment with Visa, as well as other employment and/or legal action.

You agree to keep confidential all information disclosed in confidence by a third party to Visa, and you must only use such information to carry out work based on Visa's agreement with that third party. You must not use on behalf of Visa, disclose to Visa, or induce Visa to use any information belonging to any of your former employers. You confirm that Visa has not asked or encouraged you to disclose information belonging to any former employer.

Upon the end of your employment with Visa, or upon Visa's earlier request, you must deliver to Visa all Confidential Information and all Visa Property that you may have in your possession or control, including any and all copies thereof. "Visa Property" includes, but is not limited to, computers, equipment and other devices, records, files, notes, reports, memoranda, proposals, lists, correspondence, specifications,

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drawings, and other documents or tangible property, originals or copies. In the event of damage or loss to Visa Property, you shall be liable for the same and Visa reserves its right to deduct the cost of such articles from your compensation or take such other action as it may deem proper.

These obligations apply during and after your employment.

Intellectual Property

Employment Intellectual Property

You recognize that during your employment with Visa you may, solely or jointly with others, create, conceive, develop, or reduce to practice inventions, trade secrets, original works of authorship, discoveries, concepts, ideas, improvements, processes, know-how, methods, formulas, designs, trademarks, service marks, trade dress, domain names, and/or other ideas, matters or things that are protectable under principles of law applicable to intellectual property (for example, laws protecting copyrights, patents, trademarks, trade names, trade dress, trade secrets and rights of privacy and publicity). All such creations and developments are referred to collectively as "Employment Intellectual Property."

You assign all your right, title, and interest in and to all Employment Intellectual Property to Visa. You waive and quitclaim to Visa any and all claims that you now or may in the future have for infringement or other wrongful use of any rights in all such Employment Intellectual Property. In addition, you agree that any Employment Intellectual Property that you create on or after your first day of employment with Visa that constitutes copyrightable subject matter is the sole property of Visa.

Non-Assigned Inventions

You understand and Visa acknowledges that you have not assigned, and are not obligated to assign, to Visa anything you create (an "Invention") that meets all of the following criteria: (1) the Invention was developed entirely on your own time; (2) none of Visa's equipment, supplies, facilities, and/or trade secrets were used to develop the Invention; (3) at the time the Invention was conceived or was reduced to practice, the Invention did not relate to Visa's business or to Visa's actual or demonstrably anticipated research or development; and (4) the Invention did not result from any work that you performed for Visa. (Inventions meeting all the above criteria are referred to collectively as "Non-Assigned Inventions").

You must complete, and at the request of Visa anytime during the course of your employment, you must update the attached Schedule A form identifying any and all Non-Assigned Inventions in which you have an ownership interest. If you leave Schedule A blank or do not return it to Visa that means you represent that you do not have any ownership interest in any Non-Assigned Inventions.

You agree that if in the course of doing your job as an employee of Visa, you incorporate any Non-Assigned Invention into any Employment Intellectual Property, you grant Visa an irrevocable, perpetual, non-exclusive, worldwide license to use, make, sell, offer to sell, practice, distribute, copy, display, publicly perform, adapt, sub-license, and otherwise exploit the Non-Assigned Invention and any patent or copyright that may be obtained for the Non-Assigned Invention as part of or in connection with any Employment Intellectual Property.

You understand that Visa agrees not to disclose, without your consent, any confidential information that you provide to Visa relating to any Non-Assigned Invention.

Internet Domain Names

You have listed in Schedule A each Internet domain name that is registered in your name, or in the name of any person or entity that you own or control, as of the date of this Agreement. You agree that you will not, during the term of your employment with Visa, register in your own name, or participate in the registration in the name of any person or entity that you own or control, any domain name that: (1) consists, in whole or in part, of any trade name, trademark, service mark or product name owned or used by Visa or Related Party,

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or (2) is likely to be confusingly similar to any such name or mark, or (3) contains the name of any director or officer of Visa or Related Party.

Assistance in Protecting Intellectual Property

You agree to assist Visa and any of its designees to obtain, secure, maintain, register, perfect, extend, defend, enforce and otherwise protect Visa's or any related entity's rights in all its Intellectual Property in any and all countries. Such assistance will include, as requested and for example, disclosing to Visa all information you have about its Intellectual Property; executing applications, specifications, oaths, assignments and all other instruments that Visa deems necessary in order to protect such rights and/or in order to assign and convey to Visa, its successors, assigns and nominees the sole and exclusive right, title and interest in and to such Intellectual Property; and maintaining inventor notebooks and otherwise keeping complete and accurate records for the benefit of Visa for all Employment Intellectual Property that you create, conceive, develop, discover or reduce to practice, solely or in collaboration with others, while employed by Visa. Your obligation to assist Visa in these ways will continue after your employment ends with Visa, in which case you understand that you may be compensated at Visa's discretion at a reasonable rate for time spent on such assistance. If Visa is unable, because of your unavailability, mental or physical incapacity, or for any other reason, to secure your signature to apply for or to pursue any application or assignment for any patent, copyright, trademark or domain name registration anywhere in the world covering any of the Intellectual Property that you assigned to Visa above, then you hereby irrevocably designate and appoint Visa and its duly authorized officers and agents as your agent and attorney-in-fact, to act on your behalf to execute and file any such application or assignment and to do all other lawfully permitted acts to further the registration, issuance or assignment of patents, copyrights, trademarks and domain names with the same legal force and effect as if executed by you.

Conflicting Employee Obligations

You represent that you are not a party to any written or oral employment agreement, non-competition agreement, or other contract that: (1) prohibits your employment with Visa; (2) conflicts with any part of this Agreement or precludes you from complying with any part of this Agreement; (3) conflicts with your obligations to use your best efforts to promote Visa's interests; or (4) conflicts with the business conducted and/or proposed to be conducted by Visa.

You agree not to enter into any agreement, written or oral, with anyone that conflicts with any part of this Agreement. You agree to indemnify, defend, and hold Visa harmless from and against any and all claims, liabilities, damages and expenses, including reasonable attorneys' fees and costs of suit, arising out of your breach of any obligations under this Agreement.

You recognize that Visa expends substantial time, effort, and expense to recruit, hire and train its employees, and that recruitment of Visa employees by former employees of Visa will unfairly disrupt Visa's workforce. For a period of eighteen (18) months immediately following the termination of your employment with Visa, you must not solicit or recruit any employee of Visa to terminate his or her employment by Visa.

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Governing Laws

This Agreement is governed by and construed in accordance with the laws of India.

To accept this offer, please sign and date this letter in the space provided below within a week of the date of this letter, failing which this offer will lapse.

I look forward to you joining the team.

Sincerely,

Pawan Setty
Vice President, Global Human Resources

I, NAMITHA KOMMINENI, acknowledge and agree with the above terms and conditions of my employment with Visa Consolidated Support Services (I) Pvt Ltd.

Accepted: _____
NAMITHA KOMMINENI

Date: _____



SCHEDULE A

Non-Assigned Inventions and Other Intellectual Property Not Assigned to Visa

The following is a complete list of all patents, copyrights, trade secrets, trademarks, Internet domain names and other proprietary information in which I currently have an ownership interest:

(If you do not have any, please enter "not applicable".)

- not applicable

Accepted: _____
NAMITHA KOMMINENI

Date: _____

In Process

[TO BE PLACED IN EMPLOYEE'S PERSONNEL FILE]



SCHEDULE B

Annual Salary*	INR 1,300,000.00
PF Contribution (Company Contribution)**	INR 78,000.00
Gratuity**	INR 31,200.00
On-Target VIP (Bonus)**	INR 130,000.00
Total Target Compensation	INR 1,539,200.00

* Annual salary is broken into following items:

- Basic Pay - 50% of annual salary
- House Rent Allowance - 25% of annual salary
- Medical Reimbursement - Up to INR 15,000 per annum
- Car Running & Maintenance Reimbursement - Up to INR 3,300 per month.
- Internet & Telephone Reimbursement - Up to INR 1,200 per month
- Leave Travel Allowance - Up to INR 75,000 per annum
- Special Allowance - Residual value after deducting a sum of "a" to "f" from annual salary.

** These are estimates. Actual contribution would be in accordance with the rules applicable

Internet Allowance

Reimbursement of up to INR 1,200 per month towards the cost of one home Internet connection is allowed. To be eligible for reimbursement, the connection has to be in your name.

Car Allowance

Reimbursement of up to INR 3,300 towards the cost of running & maintenance of employee owned car which is being used, partly for private purposes and partly for official purposes (including commuting to & from office and home). To be eligible for reimbursement, the car has to be in employee's name.

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RELOCATION EXPENSE AGREEMENT

I, NAMITHA KOMMINENI, understand that Visa, as part of its offer of employment/transfer, has agreed to pay reasonable travel and relocation expenses subject to the conditions set forth in Visa's relocation policy.

In consideration of this payment, I hereby agree that I will reimburse Visa according to the formula below, if within one year of transfer, any of the following occur: I voluntarily terminate my employment, I am terminated involuntarily for cause as determined by applicable law and/or my employment agreement. For purposes of this Agreement, "Cause" shall mean any of the following:

1. failure to materially comply with any lawful instruction of the Company or any Company policy;
2. acts of dishonesty, incompetence, willful misconduct, habitual unexcused absence from work, failure to perform duties or otherwise meet the Company's performance expectations and/or standards;
3. to the extent permitted by applicable law, the commission of any act which constitutes a conflict of interest with the Company, or a breach of fiduciary duty owed by the Employee to the Company;
4. to the extent permitted by applicable law, any criminal conviction (other than for minor traffic violations or similar offenses), whether or not the alleged act that led to such conviction was committed in the course of performing duties for the Company.

$(12 \text{ minus the \# of months worked}) \times (\text{total expenses}^* \text{ divided by } 12) = \text{amount of reimbursement to Visa.}$

I further authorize Visa to deduct this amount from my salary payments or other moneys due me prior to or at the date of termination. Should these salary payments or other moneys be insufficient to reimburse Visa fully, I agree to pay the difference within fifteen (15) calendar days of my final day of employment with Visa.

Signature: _____
NAMITHA KOMMINENI

Date: _____

Date: October 15, 2020

Ref: LTI/HR/Campus/2021

Name: Nikhila Raj

College: Chaitanya Bharathi Institute of Technology

OFFER OF EMPLOYMENT

Dear Nikhila Raj,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.5,01,974/-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. Increments and Promotions

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. Overseas Deputation/International Assignment

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. Documents

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltinfortech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

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

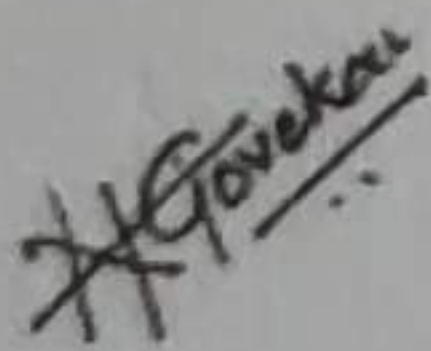
The terms and conditions mentioned above are subject to changes at any time at sole discretion of the Company and as per business demands without prior notice.

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

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

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Sr. Manager - Campus
Recruitment

I have read the letter and accept the same.

Signature and Date

ANNEXURE-1

Name	: Nikhila Raj	Date	: October 15, 2020
Salary Grade	: GET(II)-New		
Components	Rs. p.a.	Rs. p.m.	
Basic		15,000	
Bouquet of Benefits		20,467	
A. Base Salary (PA)	425,602	35,466	
Annual Incentive	40,000		
B. Total Variable (PA)	40,000		
C. Total Target Cash (A+B)	465,602		
Provident Fund (PF)	21,600	1,800	
Gratuity	8,664	722	
Mediclaim Premium	6,108		
D. Retirals & Other Benefits	36,372		
Cost to Company (CTC) C+D	501,974		

Medical Insurance Premium:

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

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

Notes:

1. Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

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

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

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

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

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

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

ANNEXURE-2

Eligibility Criteria for Engineering - Year 2021 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2021)	Less than 24 years
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA NOTE: • SSC /HSC should have cleared in <u>FIRST ATTEMPT</u> only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, <u>final semester</u> should have cleared in <u>FIRST ATTEMPT</u> only. • For candidates pursuing HSC and Diploma(both), marks scored in the Diploma course will be taken into consideration.
Graduation, Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above <u>OR</u> Equivalent CGPA • For the interview process, an aggregate of 60% & above <u>till the results of the last conducted examination</u> will be considered • Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester results • Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule) • Conversion from CGPA into Percentage must be calculated as per your respective University norms • Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation, Post Graduation)	• Not more than 2 active/live backlogs allowed during the interview process • All backlogs (if any) must be cleared <u>with the final semester exams</u> • All final semester subjects <u>must be attempted and cleared in the First Attempt</u> (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course) • Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2021 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization



Deloitte Consulting India Private Limited

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Telangana – 500032

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Ms. T Nikhitha

**H No: 2-48/15/1/A, Plot No: 200, Opposite To Vedadri Apartment , Street No: 24,
Telecom Nagar Colony, Gachibowli,
Hyderabad - 500032**

Subject: Offer of Employment

Dear T Nikhitha:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **September 27, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000/-** subject to your reporting for full-time employment on **September 27, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from

time to time. Deloitte LLP and its U.S.-based subsidiaries (the “Deloitte U.S. Firms”) require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer’s Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **September 27, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

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

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

T Nikhitha, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

Authorized Signatory

Ms. T Nikhitha

Acceptance

I, **T Nikhitha**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

Signature

Date

Annexure A

Ms. T Nikhitha

Analyst

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	17,500	2,10,000
House Rent Allowance (HRA)	8,750	1,05,000
Special Allowance ^{1a & 1b}	11,867	1,42,404
Leave Travel Allowance ²	1,750	21,000
Meal Card ³	2,200	26,400
Differential Allowance(L)	5,833	69,996
Employer's contribution to PF	2,100	25,200
Total Salary (in Rs.)	50,000	6,00,000
Variable Bonus*	You will be eligible for a performance linked variable bonus. If applicable, it will be paid out on the 31st of August on the basis of your performance and performance of the business	
Medical Insurance Premium ⁴	1,870	22,440

* The Variable Bonus will vary, primarily based on your performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer on August 31st following the close of the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid on August 31st of that subsequent year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

Annexure A

¹ All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	<i>^{1a} Communication Expenses</i>	<i>^{1b} Fuel Expenses</i>
Employee in Level -	<i>Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.</i>	<i>Petrol / Insurance / Repairs & Maintenance</i>
Analyst	Rs.3,000/- per month	Rs.7,500/- per month

^{1a} The internet/telephone/mobile bills should be in the Employee's name.

^{1b} For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		Two Wheelers
	<= 1600 cc	> 1600 cc	
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

² The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

³ Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

⁴ Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.



T Nikhitha

Hyderabad

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement (“Employment Agreement”)

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office at **Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad – 500 032** (the “Employer”) as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. **Defined Terms.** The italicized terms in this agreement (the “Employment Agreement”) are defined in **Exhibit A** hereto.
2. **Pre-existing Agreements or Arrangements.** I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such *Pre-existing Agreements or Arrangements* and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer’s offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency’s decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. **Reporting of Proceedings.** Except as provided by law and except as I have disclosed in writing in **Exhibit C** to this Employment Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.
4. **Confidentiality.** I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized*

Signatory, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

5. **Third Party Information and Property.** I agree that during my *Employment*, I shall not use or disclose any Confidential Information or Intellectual Property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.
6. **Authorization.** Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.
7. **Competing Activities and Conflict of Interest.** During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.
8. **Authorization to Access Systems and Electronic Communications and use of Deloitte Property.** I understand that while employed with a *Deloitte Entity*, I will use and have access to the *Systems*. I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my *Electronic Communications* and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (e.g., emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my

possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. **Security.** I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. **Ownership of Works.**

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10(b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the

period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. **Pre-existing Creations; Personal Creations.** My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B**, and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.
12. **Post-Employment Restriction re: Clients.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, for a period of one year following the termination of my *Employment* for any reason, I will not, directly or indirectly, solicit or provide services to any client or prospective client of a *Deloitte Entity* to which I provided (or participated in a proposal to provide) services during the two-year period prior to termination of my *Employment*.
13. **Exceptions to Post-Employment Restriction re: Clients.** I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.
14. **Future Employment with Clients.** Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities*

remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. **Restriction re: Personnel and Contractors.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated, (b) participate in the hiring or admission of any *Personnel*, or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.
16. **Post-Employment Restrictions re: Deloitte Property.** Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a *Deloitte Entity* to remove such *Deloitte Property*.

OTHER POST-EMPLOYMENT OBLIGATIONS

17. **Transition of Work and Cooperation.** Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licensor of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.
18. **Notification of Post-Employment Obligations.** I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.
19. **Certification.** I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15 and 16 of this Employment Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. **Equitable Relief and Attorney's Fees.** I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15, or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte*

Entity is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. **Liquidated Damages: Client Fees.** I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to 50% of all fees received by me (or any person or entity with which I am associated) in connection with such breach. Such percentage shall be paid within thirty days after each fee payment is received and in respect of all services in connection with such breach during the two years following the termination of my *Employment* for any reason.
22. **Liquidated Damages: Compensation.** I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.
23. **Right of Inspection.** I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. **Governing Law; Choice of Forum.** This Employment Agreement is deemed to have been executed in the Employer's office in [HYDERABAD: Hyderabad, Andhra Pradesh, India] [MUMBAI: Mumbai, Maharashtra, India] [BENGALURU: Bengaluru, Karnataka, India] [GURGAON: Gurgaon, Haryana, India] and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.
25. **Modifications.** My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.
26. **Severability.** Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to

the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. **Blue-Penciling.** If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefor another provision that is legal and enforceable and that achieves the same objective.
28. **Waiver.** None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.
29. **Entire Agreement.** This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.
30. **Transfer and Assignment.** Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 8, 10, 11, 12, 14, 15, 16, 17, 18, 19, and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.
31. **Headings.** The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

I have read the foregoing, understand it, and agree to comply with its terms.

For Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Effective as of **September 27, 2021**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Signature

Name

EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the “Deloitte U.S. Firms”), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited (“DTTL”) or any member firm of DTTL or affiliate thereof (collectively, the “DTTL Member Firms”) or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term “control” (including the terms “controlled by” and “under common control with”) means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems*, equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a *Deloitte Entity*, and (3) it does not result from any work performed by me and the *Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual’s name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes *PII* when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual’s name is used with *PII* that is not business contact information, it is included in the definition of *PII*.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any *Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement,

including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United States Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the *PCAOB*, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a *Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my *Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

[none, unless otherwise specified]

ACCEPTED AND AGREED TO:
DELOITTE CONSULTING INDIA PRIVATE LIMITED



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Date

An *Authorized Signatory*'s signature is required only if *Pre-existing Creations* or *Pre-existing Agreements or Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that *Pre-existing Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the *Intellectual Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements or Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements or Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

EXHIBIT C

Proceedings

[none, unless otherwise specified]

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

Signature

Name

Date

EXHIBIT D

Exceptions to Post-Employment Restrictions: re: Clients

[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

Name of Client

Specified Kind of Services(s) Permitted

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

I have read and understood the above policy terms.

Signature

Name

Date

An *Authorized Signatory's* signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the "Employer"), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT (“Employment Agreement”)

You will be expected to sign the Employer’s Employment Agreement. Please contact Talent for further details.

3. HARRASSMENT POLICY

Administrative Policy Release (“APR”) 213 is the Employer’s policy prohibiting harassment. Deloitte LLP’s subsidiaries located in India (“Deloitte India (Offices of the US)”) are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining *Deloitte U.S. India*.

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer’s policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years.* Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a *Deloitte Entity* or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **60 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

* This provision is not applicable for U.S. citizens (and citizens of any other country where enforcing Deloitte India (Offices of the US)’s mandatory retirement age would be prohibited by the laws of that country) for whom there is no mandatory retirement age.

In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.

- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. <https://deloittenet.deloitte.com/Pages/Home.aspx> for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **September 27, 2021**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signature

Name



Dear **T Nikhitha**,

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analyst** pursuant to the terms and conditions of your offer letter dated **September 27, 2021**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company. As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company. As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.

We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,

Human Resources Department



Wednesday, January 27, 2021

Priyanka KILARU

ugs17014_ece.priyanka@cbit.org.in

Dear **Priyanka**,

Following our meeting and verbal offer, we are happy to appoint you as **SDE I** at F5 Networks Innovation Private Limited, Hyderabad (hereinafter referred to as "**F5 Networks**" or "**Company**") for the SEZ unit with its office located as follows:

F5 NETWORKS INNOVATION PRIVATE LIMITED

The Skyview – Building 20, 8th Floor (Units 801 to 804)

Sy.No. 83/1, Plot Nos. 22, 23, 24, 31, 32 & 33

Raidurgam, Madhapur,

Hyderabad - 500 081.

This letter sets out the main terms and conditions of your employment with the company.

Phani Ayyalasomayajula will be your Manager. You can accept this offer by signing this letter and the enclosed nondisclosure and assignment agreement and returning them to F5 Networks. This offer will remain open for three business days (not including holidays or weekends) from the date of offer issuance.

Your employment will commence with effect from **Monday, August 2, 2021** or your actual date of joining. In the event you fail to join on or before **Monday, August 2, 2021** this contract shall stand terminated unless extended at the sole discretion of the Company. You must treat the details of this offer with utmost confidentiality.

Duties and Functions

During the term of your employment, you shall perform such duties and responsibilities as are normally associated with your role and such duties assigned to you by the Company from time to time. During your employment with the Company, you will devote your best efforts to the interests of Company, will not engage in other employment or in any conduct in direct conflict with Company's interests that would cause a material and substantial disruption to Company and will otherwise abide by all of Company's policies and procedures.

Probation

You shall be on probation for an initial period of six (06) months (the "Probation Period"). The Probation Period may be extended by the Company at its discretion based on your performance. At the end of the Probation Period, the Company may confirm your services, subject to your performance meeting the requisite standard. At the expiry of the Probation Period, your employment is deemed confirmed unless notified otherwise.



Post your joining, for the initial few weeks you will undergo new hire induction and training for the products you will be working on.

Location

The principal place of your employment will be the Company's offices located at **HYDERABAD - India**. However, you may be required to provide services to other F5 Networks subsidiaries or affiliated companies as part of your employment with the Company and may be expected to travel in the course of your duties. Further, your employment may be transferred, at the sole discretion of F5 Networks, to any entity subsidiary, affiliated, or group company of F5 Networks within India, and you hereby agree to such transfer so long as your employment with such entity is substantially on the same terms as set out herein.

Compensation

Your compensation plan is designed to provide you **INR 1,200,000.00** in annual income less statutory deductions and other required withholdings, payable in twelve monthly equal installments at the end of each calendar month in accordance with Company policy. A breakdown of your compensation together with other compensatory benefits is provided in **Annexure 1** hereto.

Working Hours

The normal working hours are nine (09) hours each day, Monday to Friday, including a one (01) hour lunch break. The Company shall be free to amend and stagger the working hours in accordance with business requirements. You may be required to work additional hours as appropriate to fulfill the responsibilities of your role.

Annual Leave, Sick Leave and Holidays

You will be entitled to annual leave, sick leave and holidays in accordance with Company policy and applicable laws.

Personal Information

You consent to the Company or its agents collecting, using, disclosing and retaining your personal information, including health information, for the purposes of managing and administering the employment relationship. This includes information related to the creation, administration and termination of employment, and may include the transmission of personal information in or outside India and/or the exchange of personal information with third parties for certain purposes, such as for benefit and payroll related matters.

You hereby agree that we may share your personal data with authorized employees and/or contingent workers of F5 Networks Inc, its subsidiaries and affiliated companies ("Affiliates"), and with third party contractors, consultants, auditors, legal advisors and vendors ("Outsourced Service Providers") as well as courts and governmental agencies, who may or may not be located in the country where you are located, specifically in relation to the administration/management of your employment and for the purpose of enabling the performance of your work within the F5 Networks group of companies. You further agree that such Affiliates and Outsourced Service Providers may collect, maintain, use, transfer, store and process your personal data on behalf of us and that such personal data may be collected, maintained, used,



transferred, stored and processed in countries outside of the Republic of India including in particular and without limitation, the US, Singapore, India and other relevant countries where we and/or our Affiliates has a legal entity. All personal data collected, maintained, used, transferred, stored and processed in countries outside of the Republic of India shall be governed by applicable laws regarding cross-border data transfer.

Employee Non-Disclosure and Assignment Agreement

As a condition to your appointment, you will be required to execute the Non-Disclosure and Assignment Agreement (in the form provided for in Annexure II) along with this Appointment Letter with the Company and you consent to abide by the provisions of such Non-Disclosure and Assignment Agreement at all times.

Termination

- During the probation period the Company may terminate your employment, at any time, with or without cause, upon fourteen (14) days' prior written notice or payment of salary in lieu thereof. After the confirmation of your employment, subject to applicable laws, the Company shall be free to terminate your employment at any time upon issuing a thirty (30) days' prior written notice to you. It is clarified that in case of a termination of your employment by the Company hereunder, the Company may, at its sole discretion, relieve you from your duties immediately upon payment of salary in lieu of the notice period.
- You may resign from your employment with the Company at any time upon providing thirty (30) days' advance notice in writing of your last intended day of work. The Company reserves the right to waive this notice of resignation period, either in whole or in part. To the extent that the Company waives such notice of resignation, you will be entitled to payment in lieu of such waived notice period together with other accrued entitlements that may be owing to you as of your last day of active service.
- Notwithstanding anything herein, the Company shall be entitled to terminate your employment for Cause, without notice or any payment of compensation. For the purposes of this provision, termination for "Cause" shall include (i) your gross neglect or willful material breach of your principal employment responsibilities or duties, (ii) you being found guilty of a crime involving moral turpitude, (iii) fraud in the course of your employment with F5 Networks or any of its subsidiaries, (iv) giving false information regarding your educational qualifications and experience, (v) the material breach by you of any other provision of this Appointment Letter which continues uncured for a period of thirty (30) days after notice thereof by F5 Networks; or (vi) If you do not meet the performance level expected of you in the role which you are employed in and you continue to not meet the required performance level after being placed on a performance improvement plan.

Consequences of Termination

On the termination of your employment for whatever reason, you will return to Company or the Company's designee immediately but not later than three (03) days, all property; documents, Proprietary Information, data, assets and/or any papers, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like in your possession or under your control relating to your employment or to clients' business affairs.

Company Policies

F5 Networks shall be entitled to make policy declarations from time to time, in accordance with the laws of India, and such policy declarations shall be binding on you so long as you are in F5 Networks' employment. The Company may modify or cancel your benefits, change policy or plan documents, the structure of your



compensation, your job title and/or reporting structure, working conditions (including hours of work, shifts or work location) and duties and responsibilities from time to time by providing you at least twenty-one (21) days' notice.

Borrowings/accepting gifts

You will not borrow/accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

Training Related Expenses

Should you voluntarily leave F5 Networks or be terminated for Cause within the first 12 months from the start date, F5 Networks reserves the right to recover 100% of the out of pocket costs incurred by F5 Networks for your local/overseas training (e.g. travel and training course related expenses for New Hire Bootcamp). Under such circumstances, you shall allow F5 Networks to make the appropriate deductions via payroll from any monies owing to you. Alternatively, you would be required to make a payment to F5 Networks within a specific time period.

Taxation

In terms of your employment with the Company, any amount payable by the Company to you towards Compensation, Allowances and/or any other payment shall be subject to deduction of withholding taxes under the applicable law. All requirements under Indian Tax Laws, including tax compliance and filing of tax returns, assessment etc., shall be fulfilled by you at your own cost and at no point shall the Company have any responsibility or liability in this regard.

Company Property

You agree to always maintain in good condition F5 Networks' property, such as laptop, phone and any other items which may be issue to you by F5 Networks and entrusted to you for official use during the course of your employment. You shall return all such property to the F5 Networks prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by F5 Networks.

Severability

All paragraphs in this Appointment Letter are separate and distinct provisions, severable one from the other. If any provision is determined to be invalid or unenforceable, such invalidity or unenforceability shall attach only to the provision to the extent of such invalidity or unenforceability, and all other provisions shall continue in full force and effect.

Entire Agreement

You agree that this Appointment Letter, along with applicable plan documents and Company policies and procedures, govern your relationship of employment with the Company and that, taken together, these documents supersede, and render void any prior verbal or written representations concerning the terms or conditions of your employment with the Company.



Governing Law/Jurisdiction

This Appointment Letter shall be governed and construed in accordance with the laws of India and any disputes hereunder shall be dealt with by the courts of competent jurisdiction at Hyderabad.

Miscellaneous

You will keep the Company informed of your latest postal address at all times and intimate in writing in case of change of address. Any communication sent to you by the Company on your last known address will be deemed to have been duly served notwithstanding the fact that you have changed your address.

Your appointment and its continuation is subject to your being medically fit and the Company reserves its right to ask you to undergo medical examination as and when deemed necessary by a medical officer appointed by the Company. Further the Company will also have the right to terminate your employment in case of your continued ill health. For purposes of this Appointment Letter "continued ill health" will include any illness which persists for a continuous period of more than 30 days and which, in the opinion of the Company, adversely affects due discharge of your duties under this Appointment Letter.

Subject to earlier termination of your employment in accordance with this Appointment Letter you shall retire from the services of the Company on the last day of the month in which you turn 60.

Compliance

You acknowledge and agree that the Company may carry out background/reference checks to verify your antecedents. You further acknowledge and agree that the Company is issuing this Appointment Letter on the basis of the information/particulars provided by you with regard to your educational/professional qualifications, experience, criminal records and any judgements relating to debts or insolvency. In the event it is discovered at any stage that any information/particulars and/or details provided by you are incorrect and/or any material information has been withheld/suppressed by you or that the background/reference checks are not satisfactory, in the Company's sole discretion, it shall constitute a breach of discipline and your services will be liable to be terminated for Cause.

Sincerely,

Malvieka Joshi

Malvieka Joshi (Feb 1, 2021 22:19 GMT+5.5)

Malvieka Joshi
Sr Director HR

Acknowledged and Accepted

I Priyanka KILARU, accept the offer of employment on the terms outlined in the letter to me from F5 Networks Innovation Private Limited dated Wednesday, January 27, 2021, and the Employee Nondisclosure and Assignment Agreement. It is acknowledged and agreed that apart from the



aforementioned, there are no other oral or implied understandings regarding my employment by F5 Networks Innovation Private Limited.

Signature: Priyanka
Priyanka (Feb 1, 2021 20:59 GMT+5.5)

Date: Feb 1, 2021

Passport No.: S1953671



Annexure 1

Name: Priyanka KILARU

Designation: Software Engineer I

Date of Joining: Monday, August 2, 2021

Department/Function: Technology Services

Total Compensation / INR Per Annum

Basic Pay: 720,000.00

Flexible Pay: 480,000.00

Total Base Pay: 1,200,000.00

Provident Fund Contribution @ 12% of Basic Pay: 86,400.00

Incentive (MBO) (Variable Pay): 120,000.00

Total Cost to Company: 1,406,400.00

- Gratuity shall be applicable and payable in accordance with the provisions of the applicable law.
- Professional Tax (PT), Tax Deducted at Source (TDS) and other applicable taxes shall be deducted per the provisions of the applicable law.
- Employee's contribution to Provident Fund (PF) to be deducted @ 12% of Basic Salary together with the applicable Employer contribution shall be deposited with the PF authorities each month.
- For the Flex Pay you will have to make your choices in the Payroll website post joining and thereafter you will have to satisfy the accounting / relevant departments by producing bills and receipts in respect to the actual amount paid by them for the purpose of computation and deduction of Income tax.

MBO Bonus ('Performance-Based Bonus Program')

The MBO bonus will be paid once each quarter subject to the fulfillment of such performance targets as may be outlined by the Company. As a new hire, the MBO bonus will be pro-rated from your start date for the period of employment with the Company during the quarter, unless you start during the month prior to the end of the quarter, in which case, you will not be eligible for any pro-rated MBO for your first quarter. Please note that you must be employed through the end of the quarter to be eligible for payment for the relevant quarter. The MBO bonus will be paid out at the end of each cycle if the Employee and Company meets performance benchmarks. The amount of the bonus and its method of calculation (if any) are entirely at the discretion of F5 Networks at all times.



Wednesday, January 27, 2021

Saathvi AVULA

ugs17015_ece.saathvi@cbit.org.in

Dear **Saathvi**,

Following our meeting and verbal offer, we are happy to appoint you as **SDE I** at F5 Networks Innovation Private Limited, Hyderabad (hereinafter referred to as "**F5 Networks**" or "**Company**") for the SEZ unit with its office located as follows:

F5 NETWORKS INNOVATION PRIVATE LIMITED

The Skyview – Building 20, 8th Floor (Units 801 to 804)

Sy.No. 83/1, Plot Nos. 22, 23, 24, 31, 32 & 33

Raidurgam, Madhapur,

Hyderabad - 500 081.

This letter sets out the main terms and conditions of your employment with the company.

Phani Ayyalasomayajula will be your Manager. You can accept this offer by signing this letter and the enclosed nondisclosure and assignment agreement and returning them to F5 Networks. This offer will remain open for three business days (not including holidays or weekends) from the date of offer issuance.

Your employment will commence with effect from **Monday, August 2, 2021** or your actual date of joining. In the event you fail to join on or before **Monday, August 2, 2021** this contract shall stand terminated unless extended at the sole discretion of the Company. You must treat the details of this offer with utmost confidentiality.

Duties and Functions

During the term of your employment, you shall perform such duties and responsibilities as are normally associated with your role and such duties assigned to you by the Company from time to time. During your employment with the Company, you will devote your best efforts to the interests of Company, will not engage in other employment or in any conduct in direct conflict with Company's interests that would cause a material and substantial disruption to Company and will otherwise abide by all of Company's policies and procedures.

Probation

You shall be on probation for an initial period of six (06) months (the "Probation Period"). The Probation Period may be extended by the Company at its discretion based on your performance. At the end of the Probation Period, the Company may confirm your services, subject to your performance meeting the requisite standard. At the expiry of the Probation Period, your employment is deemed confirmed unless notified otherwise.



Post your joining, for the initial few weeks you will undergo new hire induction and training for the products you will be working on.

Location

The principal place of your employment will be the Company's offices located at **HYDERABAD - India**. However, you may be required to provide services to other F5 Networks subsidiaries or affiliated companies as part of your employment with the Company and may be expected to travel in the course of your duties. Further, your employment may be transferred, at the sole discretion of F5 Networks, to any entity subsidiary, affiliated, or group company of F5 Networks within India, and you hereby agree to such transfer so long as your employment with such entity is substantially on the same terms as set out herein.

Compensation

Your compensation plan is designed to provide you **INR 1,200,000.00** in annual income less statutory deductions and other required withholdings, payable in twelve monthly equal installments at the end of each calendar month in accordance with Company policy. A breakdown of your compensation together with other compensatory benefits is provided in **Annexure 1** hereto.

Working Hours

The normal working hours are nine (09) hours each day, Monday to Friday, including a one (01) hour lunch break. The Company shall be free to amend and stagger the working hours in accordance with business requirements. You may be required to work additional hours as appropriate to fulfill the responsibilities of your role.

Annual Leave, Sick Leave and Holidays

You will be entitled to annual leave, sick leave and holidays in accordance with Company policy and applicable laws.

Personal Information

You consent to the Company or its agents collecting, using, disclosing and retaining your personal information, including health information, for the purposes of managing and administering the employment relationship. This includes information related to the creation, administration and termination of employment, and may include the transmission of personal information in or outside India and/or the exchange of personal information with third parties for certain purposes, such as for benefit and payroll related matters.

You hereby agree that we may share your personal data with authorized employees and/or contingent workers of F5 Networks Inc, its subsidiaries and affiliated companies ("Affiliates"), and with third party contractors, consultants, auditors, legal advisors and vendors ("Outsourced Service Providers") as well as courts and governmental agencies, who may or may not be located in the country where you are located, specifically in relation to the administration/management of your employment and for the purpose of enabling the performance of your work within the F5 Networks group of companies. You further agree that such Affiliates and Outsourced Service Providers may collect, maintain, use, transfer, store and process your personal data on behalf of us and that such personal data may be collected, maintained, used,



transferred, stored and processed in countries outside of the Republic of India including in particular and without limitation, the US, Singapore, India and other relevant countries where we and/or our Affiliates has a legal entity. All personal data collected, maintained, used, transferred, stored and processed in countries outside of the Republic of India shall be governed by applicable laws regarding cross-border data transfer.

Employee Non-Disclosure and Assignment Agreement

As a condition to your appointment, you will be required to execute the Non-Disclosure and Assignment Agreement (in the form provided for in Annexure II) along with this Appointment Letter with the Company and you consent to abide by the provisions of such Non-Disclosure and Assignment Agreement at all times.

Termination

- During the probation period the Company may terminate your employment, at any time, with or without cause, upon fourteen (14) days' prior written notice or payment of salary in lieu thereof. After the confirmation of your employment, subject to applicable laws, the Company shall be free to terminate your employment at any time upon issuing a thirty (30) days' prior written notice to you. It is clarified that in case of a termination of your employment by the Company hereunder, the Company may, at its sole discretion, relieve you from your duties immediately upon payment of salary in lieu of the notice period.
- You may resign from your employment with the Company at any time upon providing thirty (30) days' advance notice in writing of your last intended day of work. The Company reserves the right to waive this notice of resignation period, either in whole or in part. To the extent that the Company waives such notice of resignation, you will be entitled to payment in lieu of such waived notice period together with other accrued entitlements that may be owing to you as of your last day of active service.
- Notwithstanding anything herein, the Company shall be entitled to terminate your employment for Cause, without notice or any payment of compensation. For the purposes of this provision, termination for "Cause" shall include (i) your gross neglect or willful material breach of your principal employment responsibilities or duties, (ii) you being found guilty of a crime involving moral turpitude, (iii) fraud in the course of your employment with F5 Networks or any of its subsidiaries, (iv) giving false information regarding your educational qualifications and experience, (v) the material breach by you of any other provision of this Appointment Letter which continues uncured for a period of thirty (30) days after notice thereof by F5 Networks; or (vi) If you do not meet the performance level expected of you in the role which you are employed in and you continue to not meet the required performance level after being placed on a performance improvement plan.

Consequences of Termination

On the termination of your employment for whatever reason, you will return to Company or the Company's designee immediately but not later than three (03) days, all property; documents, Proprietary Information, data, assets and/or any papers, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like in your possession or under your control relating to your employment or to clients' business affairs.

Company Policies

F5 Networks shall be entitled to make policy declarations from time to time, in accordance with the laws of India, and such policy declarations shall be binding on you so long as you are in F5 Networks' employment. The Company may modify or cancel your benefits, change policy or plan documents, the structure of your



compensation, your job title and/or reporting structure, working conditions (including hours of work, shifts or work location) and duties and responsibilities from time to time by providing you at least twenty-one (21) days' notice.

Borrowings/accepting gifts

You will not borrow/accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

Training Related Expenses

Should you voluntarily leave F5 Networks or be terminated for Cause within the first 12 months from the start date, F5 Networks reserves the right to recover 100% of the out of pocket costs incurred by F5 Networks for your local/overseas training (e.g. travel and training course related expenses for New Hire Bootcamp). Under such circumstances, you shall allow F5 Networks to make the appropriate deductions via payroll from any monies owing to you. Alternatively, you would be required to make a payment to F5 Networks within a specific time period.

Taxation

In terms of your employment with the Company, any amount payable by the Company to you towards Compensation, Allowances and/or any other payment shall be subject to deduction of withholding taxes under the applicable law. All requirements under Indian Tax Laws, including tax compliance and filing of tax returns, assessment etc., shall be fulfilled by you at your own cost and at no point shall the Company have any responsibility or liability in this regard.

Company Property

You agree to always maintain in good condition F5 Networks' property, such as laptop, phone and any other items which may be issue to you by F5 Networks and entrusted to you for official use during the course of your employment. You shall return all such property to the F5 Networks prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by F5 Networks.

Severability

All paragraphs in this Appointment Letter are separate and distinct provisions, severable one from the other. If any provision is determined to be invalid or unenforceable, such invalidity or unenforceability shall attach only to the provision to the extent of such invalidity or unenforceability, and all other provisions shall continue in full force and effect.

Entire Agreement

You agree that this Appointment Letter, along with applicable plan documents and Company policies and procedures, govern your relationship of employment with the Company and that, taken together, these documents supersede, and render void any prior verbal or written representations concerning the terms or conditions of your employment with the Company.



Governing Law/Jurisdiction

This Appointment Letter shall be governed and construed in accordance with the laws of India and any disputes hereunder shall be dealt with by the courts of competent jurisdiction at Hyderabad.

Miscellaneous

You will keep the Company informed of your latest postal address at all times and intimate in writing in case of change of address. Any communication sent to you by the Company on your last known address will be deemed to have been duly served notwithstanding the fact that you have changed your address.

Your appointment and its continuation is subject to your being medically fit and the Company reserves its right to ask you to undergo medical examination as and when deemed necessary by a medical officer appointed by the Company. Further the Company will also have the right to terminate your employment in case of your continued ill health. For purposes of this Appointment Letter "continued ill health" will include any illness which persists for a continuous period of more than 30 days and which, in the opinion of the Company, adversely affects due discharge of your duties under this Appointment Letter.

Subject to earlier termination of your employment in accordance with this Appointment Letter you shall retire from the services of the Company on the last day of the month in which you turn 60.

Compliance

You acknowledge and agree that the Company may carry out background/reference checks to verify your antecedents. You further acknowledge and agree that the Company is issuing this Appointment Letter on the basis of the information/particulars provided by you with regard to your educational/professional qualifications, experience, criminal records and any judgements relating to debts or insolvency. In the event it is discovered at any stage that any information/particulars and/or details provided by you are incorrect and/or any material information has been withheld/suppressed by you or that the background/reference checks are not satisfactory, in the Company's sole discretion, it shall constitute a breach of discipline and your services will be liable to be terminated for Cause.

Sincerely,

{{Sig_es_:signer2:signature}}

{{N_es_:signer2:fullname}}

{{*Ttl_es_:signer2:title}}

Acknowledged and Accepted

I Saathvi AVULA, accept the offer of employment on the terms outlined in the letter to me from F5 Networks Innovation Private Limited dated Wednesday, January 27, 2021, and the Employee Nondisclosure and Assignment Agreement. It is acknowledged and agreed that apart from the aforementioned, there are no



other oral or implied understandings regarding my employment by F5 Networks Innovation Private Limited.

Signature: {{Sig_es_:signer1:signature}}

Date: {{Dte_es_:signer1:date}}

Passport No.: {{*Ttl_es_:signer1:Passport}}



Annexure 1

Name: Saathvi AVULA

Designation: Software Engineer I

Date of Joining: Monday, August 2, 2021

Department/Function: Technology Services

Total Compensation / INR Per Annum

Basic Pay: 720,000.00

Flexible Pay: 480,000.00

Total Base Pay: 1,200,000.00

Provident Fund Contribution @ 12% of Basic Pay: 86,400.00

Incentive (MBO) (Variable Pay): 120,000.00

Total Cost to Company: 1,406,400.00

- Gratuity shall be applicable and payable in accordance with the provisions of the applicable law.
- Professional Tax (PT), Tax Deducted at Source (TDS) and other applicable taxes shall be deducted per the provisions of the applicable law.
- Employee's contribution to Provident Fund (PF) to be deducted @ 12% of Basic Salary together with the applicable Employer contribution shall be deposited with the PF authorities each month.
- For the Flex Pay you will have to make your choices in the Payroll website post joining and thereafter you will have to satisfy the accounting / relevant departments by producing bills and receipts in respect to the actual amount paid by them for the purpose of computation and deduction of Income tax.

MBO Bonus ('Performance-Based Bonus Program')

The MBO bonus will be paid once each quarter subject to the fulfillment of such performance targets as may be outlined by the Company. As a new hire, the MBO bonus will be pro-rated from your start date for the period of employment with the Company during the quarter, unless you start during the month prior to the end of the quarter, in which case, you will not be eligible for any pro-rated MBO for your first quarter. Please note that you must be employed through the end of the quarter to be eligible for payment for the relevant quarter. The MBO bonus will be paid out at the end of each cycle if the Employee and Company meets performance benchmarks. The amount of the bonus and its method of calculation (if any) are entirely at the discretion of F5 Networks at all times.



Offer: Computer Consultancy
Ref: TCSL/CT20203128352/Hyderabad
Date: 20/04/2021

Ms. Shivani Jannaikode
1-1-217Prashanthi Nagar,
Kazipet,
Warangal-506004,
Telangana.
Tel# 91-8238013467

Dear Shivani Jannaikode,

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 of employment.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a role in the **TCS Digital (TCS Digital)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹7,00,022/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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TCSL/CT20203128352

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 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



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 ₹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.

House Rent Allowance (HRA)

Your HRA will be ₹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

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.

Personal Allowance

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

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

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2

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 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



components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹4,200/-. 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 ₹3,200/- 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 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 ₹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 ₹70,000 payable to you on an annual basis. This component is in appreciation of continuity of 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.



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:

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.

Loans

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

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TATA CONSULTANCY SERVICES

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Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 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



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.

Professional Memberships

You will be eligible for reimbursement of expense-s 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. Relevant Experience

As per the recommendation of our management review panel, out of your total experience, 0.0 years are being considered to be relevant to the business of our organization.

At the time of Induction, your experience from date of management review by TCSL (while in service with current employer) till the date of relieving from your current employment will be added to your total and relevant experience subject to signing of declaration to that effect followed by validation of relevance of your experience during Background Check process.

2. 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.

3. 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.

4. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

5. Probation Period

You will be on probation for three months. Your confirmation will be communicated to you in writing. TCSL reserves the right to terminate your employment without any notice or payment in lieu thereof in case your performance, behaviour and/or conduct during the probation period is found unsatisfactory.

6. 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.



7. 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.

8. 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.

9. 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.

10. 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 written permission of TCSL.

11. 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.

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 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

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice. If your services, behavior and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above.

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.

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

18. Employment of Non Indian Citizens

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

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's



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

20. Submission of Documents

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

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

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
 - Aadhaar Card
 - Standard X and XII/Diploma mark sheets & Certificate
 - Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
 - Degree certificate and mark sheets for all semesters of your Post Graduation (if you are a Postgraduate)
 - Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required

 - Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
 - Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
 - Passport / Acknowledgement letter of passport application
 - Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
 - 4 passport sized photographs
 - Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
 - 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 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:

TCS Confidential
TCSL/CT20203128352

10



(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



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



GROSS SALARY SHEET

Annexure 1

Name	Shivani Jannaikode
Designation	Systems Engineer
Institute Name	Chaitanya Bharati Institute Of Technology, Hyderabad

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	15,000	1,80,000
Bouquet Of Benefits #	26,522	3,18,264
2) Performance Pay		
Monthly Performance Pay	4,200	50,400
Quarterly Variable Allowance*	3,200	38,400
3) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,800	21,600
Gratuity	721	8,658
Total of Annual Components & Retirals	2,522	38,158
Retention Incentive	NA	70,000
4) City Allowance	400	4,800
TOTAL GROSS	51,844	7,00,022
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	7,500	90,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	17,272	2,07,264
GROSS BOUQUET OF BENEFITS	26,522	3,18,264



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, CHANDAKA 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 & 109-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 - IIF/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

Confidentiality and IP Terms and Conditions - Annexure 3:

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.



23-Mar-2021

Dear Shravani Reddy Voddula,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Institute of Tech,Hyderabad

Candidate ID – 15087967

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.450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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.

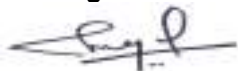
3.3 GenC Training Post joining:

- 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 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: Shravani Reddy Voddula **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.



Offer: Computer Consultancy
Ref: TCSL/DT20207124997/Hyderabad
Date: 25/06/2021

Ms. Shreya Nandika Reddy
Flat No.405, Srinivasa Anandam Apartments, Huda Trade Center,
Serilingampalli,
Hyderabad-500019,
Telangana.
Tel# 91-8886880221

Dear Shreya Nandika Reddy,

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 of employment.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a role in the **TCS Digital (TCS Digital)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹7,00,022/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

TCS Confidential
TCSL/DT20207124997

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 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



October 29, 2020

Sowjanya Boddani
1-7-202, Plot No:17, Kamala Nagar, ECIL
Hyderabad, Telangana - 500062
9848475693
sowjanya.boddani@gmail.com

Dear Sowjanya Boddani

We are pleased to offer you employment with Micron Technology Operations India LLP (**Micron**) on the terms set out in this offer letter and the accompanying Standard Terms and Conditions of Employment (**Standard Terms**) and Confidentiality and Intellectual Property Agreement.

1. Commencement

Subject to the conditions set out in **section 9** of this offer letter, your employment with Micron will commence on **July 26, 2021**.

2. Position

Micron will employ you on a full-time basis in the position of **Associate Engineer-IT Software**, or such other position determined by Micron from time to time.

You will be based at the current Micron premises within a Special Economic Zone (SEZ) in Hyderabad, specifically at The Skyview 20, 2nd, 4th, 5th, 6th and 7th Floor, Sy. No. 83/1, Plot Nos. 22, 23, 24, 30/A, 31, 32 and 33, Raidurg (Panmaqtha) Village, Serilingampally Mandal, Ranga Reddy District, Hyderabad 500081, Telangana, India but you agree to work at other locations if required to do so by Micron from time to time.

You will report to the **IT Manager - Workplace IT** and will work under the direction of the person in that position, or such other position determined by Micron.

Micron may change these requirements from time to time at its discretion.

Please note that you have no authority to bind Micron in contract, except to the extent you are expressly authorised in writing to do so.

3. Term

Your employment is intended to be for an indefinite term, subject to:

- (a) Your successful completion of a probationary period of six months (see **clause 2** of the Standard Terms), which period may be extended by Micron in its sole discretion for up to a further six months (such extended period(s) forms part of your probationary period);
- (b) The conditions, and rights of termination, set out in Annexure B of this letter (and Annexure B is deemed to be part of this letter);
- (c) If relevant, maintenance of the required visas and permits from the relevant government authorities to enable you to live and work with Micron in India; and
- (d) Termination in accordance with **clause 6** of the Standard Terms and the requirements of applicable law.

The required period of notice for **clauses 6.1** and **6.1(b)** of the Standard Terms (which deal with the notice of termination to be given by the parties) is two months, or the period required by any applicable statute, whichever is greater.

Micron Technology Operations India LLP
Registered Address: The Skyview 20, 2nd, 4th, 5th, 6th and 7th Floor
Sy. No. 83/1, Plot Nos. 22, 23, 24, 30/A, 31, 32 and 33, Raidurg (Panmaqtha) Village Serilingampally Mandal, Ranga Reddy District
Hyderabad - 500081, Telangana, India micron.com

B. Sowjanya

Your employment with Micron will terminate automatically once you reach the mandatory retirement age of 60.

4. Hours

You must work full time during Micron's business hours as determined by Micron from time to time. However, you will need to be flexible about when you work and you will be required to work such additional hours as are necessary to perform your duties and responsibilities. You will not receive any additional payment for such work, because the possibility of such requirement is already reflected in your salary.

5. Remuneration

Fixed Salary

Micron will pay you a fixed salary (**Fixed Salary**) at the rate of **INR 594000** per year. Your Fixed Salary will accrue pro-rata each day and will be paid monthly. Micron may, at its discretion, divide your Fixed Salary into separate pay components. At the time of this offer, your Fixed Salary is divided into the following pay components:

- (a) basic salary (**Basic Salary**) at a rate equal to **INR 297000** per year; and
- (b) allowances equal to, annually:
 - (i) House rent allowance **INR 118800**
 - (ii) Special allowance **INR 178200**

Your Fixed Salary includes payment for all hours you work (whether part of ordinary working hours or not) and public holidays (whether you work on those days or not), to the extent permissible by law.

Micron may review the amount of your Fixed Salary from time to time in accordance with Micron policy/practice.

Discretionary Allowances

Micron will pay you the following discretionary allowances:

- (a) Medical expense allowance **INR15,000 per year**
(payable monthly on a pro-rata basis)
- (b) Leave travel allowance* **INR41,000 per year**
(*The amount of the allowance will be pro-rated if not employed for the full tax year. Micron will pay you an amount equal to a pro-rata amount of the allowance monthly. In order for the payments to qualify as a leave travel allowance to avail tax exemptions under Indian law, you must submit, subject to and in accordance with Micron policy, eligible expenses for reimbursement against the amounts paid. Any amounts paid in excess of the amount of eligible expenses validly reimbursable to you as a leave travel allowance will be regarded as a cash bonus and will be subject to tax.)

These allowances are discretionary and are not guaranteed. Micron may rescind, change or replace these allowances, including their amount and the basis upon which they are paid, at any time at its sole discretion.

Discretionary Incentive Pay

You will be entitled to participate in Micron's discretionary incentive pay plan as applicable to your position from time to time. The payment and amount of any incentive pay is subject to the rules of the plan at the time and payment is not guaranteed. Without limiting the above, Micron may rescind, change or replace the terms of the plan, your entitlements under them and the payments to be paid in respect of them at any time at its sole discretion.

For information purposes, your current full-year discretionary incentive pay target is **10%** of your Fixed Salary.

Employee Provident Fund

Micron's present practice is to contribute to the provident fund at the rate of 12% of your Basic Salary. You are required to make an equal contribution. Please note that Micron reserves the right to increase or decrease the amount of contributions payable within statutorily permissible limits, without the need to compensate you for any downward adjustments. Similarly, upward adjustments may also be made without increasing your overall remuneration. In no case will the contributions be less than that required by law. Micron's exercise of these rights will be in its sole discretion. Contributions will be paid in accordance with the rules of the applicable plan and Micron policy.

A summary of your current target compensation is set out in Annexure A, for information purposes only.

You will be solely liable for your personal tax liabilities and Micron makes no assurances that your remuneration has been structured in the most tax efficient manner or that the tax treatment applicable to certain emoluments, allowances or benefits will continue for all of your employment. Without limiting Micron's discretion to revise the components of your Fixed Pay, the components of your remuneration may need to be revised from time to time in keeping with regulatory developments or otherwise, and Micron will not be liable for any additional tax liability which you may face due to such revisions.

6. Leave

You will be entitled to leave (including vacation leave and sick leave) subject to and in accordance with applicable law and Micron policy from time to time.

7. Discretionary Benefits

Micron may, at its discretion, from time to time provide you with other benefits. Micron may cease providing these benefits or change the basis on which it provides them at its discretion and you do not have an entitlement to continue to receive these benefits or to receive any other payment or benefit in lieu.

Unless you are advised otherwise in writing, any benefit or compensation apart from your Fixed Salary will be a discretionary benefit to which this clause applies.

Micron's current discretionary benefits include:

Insurance

Micron will make available to you and your eligible family members coverage under group insurance plans. Eligibility for coverage and the terms of coverage will be subject to the rules of the relevant policy/policies and any other requirements of the insurer as amended from time to time.

8. Additional Contractual Terms

The accompanying Standard Terms are incorporated into this offer letter and they, and the accompanying Confidentiality and Intellectual Property Agreement, form part of the terms of your

You acknowledge also that Micron insists you not violate any confidentiality or other obligations that you owe to your prior employers and/or any third parties, and that you avoid creating any potential implication or appearance of wrongdoing. You must not take, use, or disclose any proprietary, confidential, or trade secret information (including hardcopy or electronic files, information, documents, or other materials) from any prior employer and/or any third party in connection with your employment at Micron.

Micron also insists that you do not retain any potentially confidential, proprietary, or trade secret materials from any prior employer and/or any third party. To the extent you have not done so already, please take this opportunity to search your personal email, cloud, and devices to ensure that you do not download, take, or retain – even inadvertently – any nonpublic business files or documents from any prior employer and/or any third party. If you locate any such files or documents, please return and/or delete them (as provided by your contracts with prior employers and/or any third parties) as soon as possible, so that you do not possess any such files or documents on the day you begin work for Micron.

Based on the foregoing, you represent that your employment with Micron will not breach any agreement to protect confidential information, knowledge, or data acquired by you in confidence or in trust prior to

becoming an employee of Micron, and you will not use, access, or disclose to Micron, or induce Micron to use or disclose, any such confidential information or material belonging to any prior employer and/or any third party. Further, you agree that in the event you believe at any time that your work with Micron would make it difficult for you to not disclose to Micron any confidential information or materials belonging to any prior employer and/or any third party, you will immediately inform Micron via email at new_hire_cert@micron.com and to your supervisor at Micron.

9. Conditions on this Offer

This offer of employment and your commencement of employment with Micron is conditional upon:

- (a) if necessary, you obtaining the required employment and/or visa approvals from the relevant government authorities to enable you to work with Micron in India;
- (b) your completion of all required applicant procedures, including but not limited to application materials and transcripts;
- (c) if required by Micron, certification by Micron's appointed medical practitioner that you have passed with satisfactory results a pre-employment medical check-up conducted by such medical practitioner, which will include a chest x-ray if deemed necessary, and are fit for employment; and
- (d) satisfactory completion of reference and/or background checks that may include verification of your educational, employment or salary history. Should you fail to produce to Micron the required documentation or if any information furnished by you proves to be false, misleading or inaccurate, any offer of employment by Micron may be withdrawn and, if already accepted, Micron may (notwithstanding any other clause in the Standard Terms) terminate your employment immediately without notice or any payment in lieu of notice.

Please note that all Micron sites must observe U.S. export control rules that control information that may be provided to persons from *Cuba, Iran, North Korea, Sudan, and Syria*. Micron understands that you are NOT a citizen of any of these countries (even at a secondary level, such as "dual" citizenship with a new country). *If you are a citizen of, or hold dual citizenship with any of these countries, you must inform HR immediately, to permit us to request an export control license for you if necessary.*

This offer is valid for seven (7) working days from the date stated above. To accept Micron's offer, please sign this offer letter, the attached Standard Terms and the Confidentiality and Intellectual Property Agreement and return them to Human Resources within this time-frame. If these documents are not signed and returned by you within this time-frame, this offer of employment will lapse automatically.

Yours sincerely



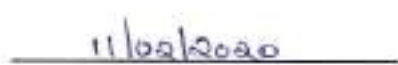
Sharmila Khan
Director, HRBP (India)

To: Micron Technology Operations India LLP

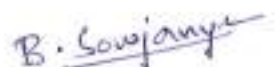
I, **Sowjanya Boddani**, have read this offer letter, and the accompanying Standard Terms and Confidentiality and Intellectual Property Agreement, and agree to accept this offer of employment.



Signature



Date (mm/dd/yyyy)



**ANNEXURE A - CURRENT ANNUAL TARGET COMPENSATION AND BENEFITS OUTLINE
(FOR INFORMATION PURPOSES)**

Compensation

Fixed Salary

• Basic Salary	INR 297000
• House Rent Allowance	INR 118800
• Special Allowance	INR 178200
Total	INR 594000

Employer Provident Fund Contributions INR 35640

Discretionary Allowances

• Medical Expense Allowance	INR 15000
• Leave Travel Allowance	INR 41000

Discretionary Incentive Target INR 59400

TOTAL **INR 745040**

*Hyderabad Benefits**

Public Holidays	10 days per calendar year
Vacation Leave	15 days per calendar year, pro-rata in the first calendar year of service (pro-rated at a rate of 1.25 days per month)
Sick Leave	12 days per calendar year
Casual Leave	12 days per calendar year, pro-rata in the first calendar year of service (pro-rated at a rate of 1 day per month)
Death-in-Family	3 days per occurrence, in the event of a death of an immediate family member
Maternity Leave (female team members)	26 weeks if fewer than 2 surviving children; 12 weeks if two or more surviving children
Paternity Leave (male team members)	5 days for the birth of each child
Marriage Leave	5 days per occurrence
Insurance	Medical Insurance (employee & eligible dependents), and Life and Personal Accident Insurance (employee only)

**All benefits other than those statutorily required are discretionary and are provided subject to the terms and conditions of Micron policy from time to time.*

ANNEXURE B

Bachelor's Degree – Engineer

1. A Bachelor's Degree is a pre-requisite for your ongoing employment.
2. You must submit to the HR Department of Micron by August 31, 2021, an original copy of the notification of examination results issued by the Registrar of your college or university, stating that you have passed the final examination for the Degree of Bachelor of Electronics and Communication Engineering.
3. You must also submit an original copy of the official transcript of academic record for your Degree and the Degree scroll upon conferment to the HR Department of Micron by August 31, 2021.
4. If you do not obtain your Degree at the required level within the required time and/or are required to repeat any part of your course, Micron reserves the right to terminate your employment in accordance with **clauses 2.4 and 6** of the Standard Terms.
5. You will keep Micron duly informed of any delay in the completion of the above Degree program. Any delay may result in the termination of your employment as provided for in paragraph 4 above.

STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

These Standard Terms together with the accompanying offer letter and Confidentiality and Intellectual Property Agreement set out the terms and conditions on which Micron offers you employment.

1 Your Duties

1.1 You must:

- (a) perform to the best of your abilities and knowledge the duties assigned to you by Micron from time to time, whether during or outside its business hours, at such places as Micron requires and for Micron or any of its Related Companies as required by Micron;
- (b) serve Micron faithfully and diligently to the best of your ability and comply with all lawful directions of Micron from time to time and use all reasonable efforts to promote the interests of Micron and act in Micron's best interests;
- (c) devote your time and attention during Micron's business hours exclusively to the discharge of your duties except as may be permitted in writing by Micron;
- (d) comply with all laws applicable to your position and the duties assigned to you and comply with all of Micron's rules, regulations, policies and procedures which Micron may vary and/or adopt from time to time. Micron may adopt, vary or rescind these rules, regulations, policies and procedures from time to time in its absolute discretion and without any limitation (implied or otherwise) on its ability to do so; and
- (e) report to the person or persons nominated by Micron from time to time.

1.2 Without limiting your duties to Micron, during your employment you must not:

- (a) act in conflict with Micron's best interests; or
- (b) engage in any business or activity, whether in competition with Micron or not without the prior written approval of Micron.

1.3 Micron may require you to provide evidence confirming to the satisfaction of Micron that you are not in breach of **clause 1.2(b)**.

1.4 You acknowledge that the restrictions specified in **clause 1.2** are, in the circumstances, reasonable and necessary to protect Micron's legitimate interests.

1.5 You agree that, without the need to terminate the employment relationship, Micron may: modify or remove your assigned duties; or transfer you to another position, department or place of work, without additional compensation

to you, in accordance with Micron's needs. Any such change will not be deemed to violate the terms of this Agreement or constitute any basis for constructive or involuntary termination of employment.

2 Probationary Employment

2.1 This **clause 2** applies only if the accompanying offer letter states that your employment is subject to a probationary period.

2.2 During this probationary period, you will have an opportunity to ascertain whether you are satisfied with the job and you must satisfy Micron that you have the qualities necessary for, and are capable of performing, those duties assigned to you at the level required by Micron.

2.3 Your employment will be assessed by Micron during the probationary period. If your employment (conduct, performance, etc.) has been satisfactory to Micron and to you, your employment will be confirmed and will continue in accordance with the terms of this Agreement. If this is not the case your employment will either be extended on probation or cease at the end of the probationary period unless it is terminated earlier in accordance with **clause 2.4** below.

2.4 During the probationary period, you or Micron may terminate your employment by giving 15 days' notice or by Micron paying you a sum equal to your Fixed Salary for 15 days in lieu of notice. If the probationary period is extended beyond six months, then the relevant notice period (and payment in lieu) will be one month.

3 Travel

You must make such journeys on the business of Micron and its Related Companies as may be reasonably required by Micron, using such transport as Micron determines.

4 Expenses

Micron will reimburse you for all work-related expenses:

- (a) properly incurred by you in execution of your responsibilities and duties (including, without limitation, travel, accommodation, entertainment and telephone expenses);
- (b) substantiated to the reasonable satisfaction of Micron, whether by production of receipts or otherwise;
- (c) which are approved by an authorized Micron representative; and
- (d) are otherwise incurred and claimed in accordance with applicable Micron policy.

5 Leave

5.1 You are required to notify Micron immediately of every absence from work and its probable duration. Upon request by Micron, you must promptly provide Micron with reasons for the absence.

5.2 Micron may require you to be examined by a medical practitioner nominated by Micron, who will provide a report to Micron, the disclosure of which you hereby consent to, in respect of any illness or injury for which you take paid or unpaid sick leave.

6 Termination

6.1 Your employment may be terminated at any time:

(a) by you giving to Micron the required period of notice in writing as set out in the accompanying offer letter (Micron will have the sole discretion to allow you to pay Fixed Salary in lieu of your notice period or waive the same); or

(b) by Micron giving to you the required period of notice set out in the accompanying offer letter or by paying you an amount equal to your Fixed Salary in lieu of notice for that period or in part by giving you notice and in part by making a payment to you in lieu of notice.

6.2 Micron may terminate your employment for reasons of unsatisfactory performance, redundancy, financial difficulties or business restructuring, loss of faith or confidence, etc., or for no reason at all.

6.3 During the periods of notice provided for in **clauses 6.1**, Micron may, at its discretion, require you to:

(a) not attend for work or contact any customers or clients; and/or

(b) perform duties which are different to those which you were required to perform during the rest of your employment with Micron, provided only that you have the necessary skills and competencies to perform the duties.

6.4 Your employment may be terminated by Micron at any time with immediate effect, without notice or any payment in lieu thereof:

(a) if you are guilty of misconduct, including, without limitation:

(i) wilfully, or deliberately, behaving in a way that is inconsistent with the continuation of the contract of employment;

(ii) commission of any act or omission that causes imminent, or serious, risk to:

(A) the health or safety of a person; or

(B) the reputation, viability or profitability of Micron's business;

(iii) in the course of your employment, engaging in theft, fraud misappropriation of property or assault;

(iv) intoxication at work; or

(v) refusing to carry out a lawful and reasonable instruction;

(vi) repeated failure to comply with lawful directions of Micron and its officers;

(vii) habitual unauthorised absence or unauthorised absence for a period exceeding 3 days.

(b) if you engage in conduct that could bring you or Micron into disrepute, including but not limited to acceptance or offering of illegal gratification;

(c) if you materially or habitually neglect your duties;

(d) if you breach any material provision of this Agreement or your Confidentiality and Intellectual Property Agreement; or

(e) on any other ground for which Micron would be entitled to terminate your employment without notice at law.

6.5 Your employment with Micron will terminate automatically once you reach the mandatory retirement age of 60.

6.6 Micron is a member of the Responsible Business Alliance (RBA) and complies with the RBA Code of Conduct (Code). If, at the time you give notice of termination, the Code requires a cap on the amount which may be due from you in the event Micron agrees to allow you to pay Fixed Salary in lieu of your notice period, then Micron will apply the cap that applies at the time. The current cap under the Code is 60% of your monthly Fixed Salary.

6.7 Any resignation submitted by you in accordance with the terms set under **section 3** of the accompanying offer letter and **clauses 2.4** and **6.1** of these Standard Terms Agreement must be accepted by Micron to become effective. Once accepted, your resignation cannot be withdrawn by you without the express consent of Micron.

6.8 If you are unable by reason of continued ill-health, sickness, accident, disability or injury for a period of 6 months or more to perform your roles and duties hereunder, Micron may at its discretion terminate your employment.

6.9 Micron may suspend you with pay while investigating any matter which Micron believes could lead to Micron exercising its rights under

clause 6.4 or taking any other disciplinary action.

6.10 On termination of your employment, you must immediately hand over responsibilities to a person nominated for that purpose by Micron. You must also deliver to such person all papers, documents and other property of Micron and its Related Companies that may be in your possession, control or power (including but not limited to any phones, computers, vehicles, etc. provided by Micron).

6.11 Termination under **clause 6** does not affect any accrued rights or remedies of Micron in respect of any breach or default by you.

6.12 The rights of termination under **clause 6** apply according to their terms and are not limited by any other term of this Agreement (including implied terms).

6.13 You agree and accept that any statutory or other "last in first out" rule or any modifications thereof will not apply in the event of termination of your employment for any reason whatsoever.

7 What Happens After the Termination of Employment

7.1 If your employment is terminated for any reason Micron may set off any amounts you owe Micron (including deductions for the cost of repair or replacement of property issued to you) against any amounts Micron owes you at the date of termination except for amounts Micron is not entitled by law to set off.

7.2 Your obligations regarding non-disclosure of confidential information, protection of intellectual property, and any other provisions that are meant to survive termination of this Agreement, that are contained in this Agreement or the Confidentiality and Intellectual Property Agreement, will survive the termination of your employment.

8 Remuneration

8.1 Micron may, at its discretion, change the pay components that comprise your Fixed Salary, provided that it may not reduce the amount of your Fixed Salary and the Basic Salary will not in any circumstance comprise less than 50% of your Fixed Salary.

8.2 Micron may recover from your Fixed Salary any overpayments made to you in respect of any payment made to you by Micron.

9 Compliance

The exercise of or compliance with any discretion, right or obligation under this Agreement is subject to compliance with all applicable laws.

10 Data Protection

You consent to Micron holding and processing data relating to you for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data" (as defined in the Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011) relating to you. You agree to Micron making such information available to third parties on a need to know basis. You also consent to the transfer of such information to Micron's business contacts within or outside India in order to further Micron's business interests.

11 Employee Surveillance

You agree and understand that Micron may use various modes to ensure that the internet communication systems provided to you are used in an appropriate manner. These may include scanning, reading, inspection, scrutiny of emails sent and received and websites visited or created by you. You acknowledge that you do not have any expectation of privacy when using Micron's resources. For the avoidance of doubt, and for the limited purpose of safeguarding Micron's confidential and proprietary information, Micron will have the right to monitor any personal or official e-mail or social media forum that maybe accessible to you from Micron's resources, including but not limited to Gmail, Facebook, Twitter, Instagram, etc. Micron also reserves the right to monitor its employees using various security measures including but not limited to closed circuit television systems. These maybe installed on Micron's premises overtly or covertly to ensure that the employees do not participate or propagate any activities which are or could be prejudicial to Micron's business interests, or which could bring it into disrepute.

12 Warranty

You warrant that:

- (a) you have not entered into, and will not enter into, any agreement in conflict with this Agreement or your employment with Micron;
- (b) you having provided Micron with information that is true and complete in all respects;
- (c) your employment with Micron will not violate any agreement with, or rights of, any third party;
- (d) you have not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime or other similar legal action and there is no lawsuit, arbitration, administrative or other proceeding, disciplinary action, governmental or any other investigation

pending or, to the best of your knowledge, threatened against you;

- (e) you have not been the subject of any adverse court judgment which threatens your solvency or substantially compromises your financial security.
- (f) except as expressly authorized by Micron in writing, you will not use or disclose your own or any third party's confidential information or intellectual property when acting within the scope of your employment or otherwise on behalf of Micron; and
- (g) you have not retained anything containing any confidential information of a prior employer or other third party, whether or not created by you.

13 Severability

Part or all of any clause of this Agreement that is illegal or unenforceable will be severed from this Agreement and the remaining provisions of this Agreement continue in force.

14 Waiver

The failure of either party at any time to insist on performance of any provision of this Agreement or to fail to exercise a right under this Agreement is not a waiver of its right at any later time to insist on performance of that or any other provision of, or exercise that or any other right under, this Agreement.

15 Additional Remedies

Notwithstanding anything contained in this Agreement, in addition to any remedy available to Micron, whether provided herein or conferred by statute, civil law, common law, custom, trade, or usage, Micron will be entitled to obtain an injunction against you from a civil court of competent jurisdiction.

16 Successors and Assigns

Micron will have the right to assign this Agreement and all covenants and agreements herein will inure to the benefit of and be enforceable by such successors and assigns. This Agreement is personal to you and cannot be assigned by you.

17 Entire Agreement

This Agreement and the Confidentiality and Intellectual Property Agreement:

- (a) constitute the entire agreement between the parties as to their subject matter; and
- (b) in relation to that subject matter, supersede any prior understanding or agreement between the parties and any prior condition, warranty, indemnity or representation imposed, given or made by a party.

18 Headings

Headings are for ease of reference only and do not affect the meaning of this Agreement.

19 Alteration and Exercise of Rights

This Agreement may only be altered in writing signed by each party. Micron reserves the right, in the event of there being any variance in any terms and conditions of employment or in such policies and direction that may be circulated and communicated to you, to construe such variance in the manner that best reconciles such difference having regard to the objectives and purpose of your employment under this Agreement. Micron's construction and reconciliation of such variance will be final. The exercise of any right or discretion by Micron under this Agreement or in connection with your employment is in its absolute discretion and is not subject to any implied restrictions (including any implied term of mutual trust and confidence).

20 Governing Law

This Agreement is governed by the law applicable in India and the parties irrevocably and unconditionally submit to the exclusive jurisdiction of the courts of Bangalore, India.

21 Definitions

21.1 **Agreement** means these Standard Terms and the accompanying offer letter.

21.2 **engage in** means to participate, assist or otherwise be directly or indirectly involved as a member, shareholder (other than a shareholding of less than five percent (5%) in a company listed on any recognised stock exchange), unitholder, director, consultant, adviser, contractor, principal, agent manager, employee, beneficiary, partner, associate, trustee or financier.

21.3 **Related Companies** means Micron's parent and subsidiary companies and corporations, and their respective subsidiary and parent companies and corporations that may be formed from time to time.

Unless the context otherwise requires, terms defined in the accompanying letter have the same meaning in these Standard Terms and vice versa.

Soujanya Boddani

Name

B. Soujanya 11/02/2020

Signed and Dated (mm/dd/yyyy)

B. Soujanya

Deloitte.

ECB-1
2020-21

Deloitte Consulting India Private Limited

Opposite to Meenakshi Tech park,
4th Floor, Survey No 41, Gachibowli
village,
Ranga Reddy, Hyderabad,
Telangana - 500032

Tel: +91 040 67621000
www.deloitte.com

08/17/2021

Ms. Cheedepudi Vyshnavi
Challas Bommarillu, Eenadu Colony
Vivekananda Nagar, Kukatpally,
Hyderabad - 500018

287

Subject: Offer of Employment

Dear Cheedepudi Vyshnavi:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **September 27, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000/-** subject to your reporting for full-time employment on **September 27, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from

ch.vyshnavi (160117735022)
9748179629 vyshnavi.cheedepudi@gmail.com

ECB-1

Fwd: Congratulations! You have been selected to be part of Accenture!

1 message

abhishek adire <ugs17024_ece.abhishek@cbit.org.in>
To: "jbalakrishna_ece@cbit.ac.in" <jbalakrishna_ece@cbit.ac.in>

Tue, May 10, 2022 at 1:18 PM

Get Outlook for Android

From: donotreply.indiacampus <donotreply@indiacampus.accenture.com>
Sent: Sunday, October 18, 2020 12:10:11 AM
To: abhishek adire <ugs17024_ece.abhishek@cbit.org.in>
Subject: Congratulations! You have been selected to be part of Accenture!

 banner

See you soon at Accenture!

Dear Abhishek Adire,

Congratulations! You've made it.

You are now one step closer to starting your career journey with us!

We are happy to extend the Letter of Intent (LOI) to confirm your selection for a job at Accenture subject to you fulfilling our selection criteria. **You must accept this LOI within the next five days** failing which your candidature will be withdrawn.

Please follow the below steps to accept our LOI:

- Login to the portal with credentials we have shared with you in the 'user credential' email.
- On the dashboard page, click on 'my task' tab and select the task assigned to you.
- Download the letter of intent (LOI) and go through the same.
- Select the check box and click on 'submit', if you are accepting our job offer.

Should you have any questions, please feel free to reach out to us at <https://indiacampus.accenture.com/candidate>.

We welcome you to the Accenture family!

See you soon!

Regards,
Recruitment Team
Accenture in India

Please note, that unless a formal employment offer is provided to candidate specifically determining the terms of employment with Accenture, nothing contained in this email or any identified processes for the purpose of candidate's participation in the interview process shall be considered as an offer for employment by Accenture notwithstanding any contents or communications mentioned in process documents or links.

Please be further informed that existence of an offer or offering any employment to a candidate shall be subject to business needs within Accenture or client requirements; mere clearance of any processes related to campus hiring does not by itself create an offer of employment for the candidate.

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Accenture is committed to protecting your personal information. Your information will be collected, used and may be shared by Accenture with third party service providers to serve lawful purposes, for Accenture recruitment process, including processing of data by third party when required. Your information shall be held only as long as necessary to achieve the purpose for which it is collected. The use and transfer of your information will be strictly in accordance with the applicable data privacy law and in line with our privacy policy available at [privacy policy](#) and [Recruiting and Hiring Statement](#). Further, you agree and acknowledge that you have read Accenture's privacy policy and fully understand your rights to access, correct erase, object to processing, restrict to processing or withdraw your personal information anytime and seek a copy of the personal information.



Deloitte Consulting India Private Limited

Opposite to Meenakshi Tech park,
4th Floor, Survey No 41, Gachibowli
village,
Ranga Reddy, Hyderabad,
Telangana – 500032

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Mr. Begari Abhishek
H.No: 5-5-52 Aphb Colony Zaheerabad
Sangareddy-502220,
ZAHEERABAD - 502220

Subject: Offer of Employment

Dear Begari Abhishek:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **September 27, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000/-** subject to your reporting for full-time employment on **September 27, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from

time to time. Deloitte LLP and its U.S.-based subsidiaries (the “Deloitte U.S. Firms”) require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer’s Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **September 27, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

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

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Begari Abhishek, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:

Chandra Shekar Hegganur Shivaramu

8147E9EE3BD84A8...

Authorized Signatory

Mr. Begari Abhishek

Acceptance

I, **Begari Abhishek**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:

BFE631043D464C0...

Signature

Date

Annexure A

Mr. Begari Abhishek

Analyst

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	17,500	2,10,000
House Rent Allowance (HRA)	8,750	1,05,000
Special Allowance ^{1a & 1b}	11,867	1,42,404
Leave Travel Allowance ²	1,750	21,000
Meal Card ³	2,200	26,400
Differential Allowance(L)	5,833	69,996
Employer's contribution to PF	2,100	25,200
Total Salary (in Rs.)	50,000	6,00,000
Variable Bonus*	You will be eligible for a performance linked variable bonus. If applicable, it will be paid out on the 31st of August on the basis of your performance and performance of the business	
Medical Insurance Premium ⁴	1,870	22,440

* The Variable Bonus will vary, primarily based on your performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer on August 31st following the close of the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid on August 31st of that subsequent year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

Annexure A

¹ All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	<i>^{1a} Communication Expenses</i>	<i>^{1b} Fuel Expenses</i>
Employee in Level -	<i>Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.</i>	<i>Petrol / Insurance / Repairs & Maintenance</i>
Analyst	Rs.3,000/- per month	Rs.7,500/- per month

^{1a} The internet/telephone/mobile bills should be in the Employee's name.

^{1b} For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		Two Wheelers
	<= 1600 cc	> 1600 cc	
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

² The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

³ Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

⁴ Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.



Begari Abhishek

Hyderabad

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement (“Employment Agreement”)

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office at **Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad – 500 032** (the “Employer”) as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. **Defined Terms.** The italicized terms in this agreement (the “Employment Agreement”) are defined in **Exhibit A** hereto.
2. **Pre-existing Agreements or Arrangements.** I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such *Pre-existing Agreements or Arrangements* and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer’s offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency’s decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. **Reporting of Proceedings.** Except as provided by law and except as I have disclosed in writing in **Exhibit C** to this Employment Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.
4. **Confidentiality.** I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized*

Signatory, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

5. **Third Party Information and Property.** I agree that during my *Employment*, I shall not use or disclose any Confidential Information or Intellectual Property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.
6. **Authorization.** Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.
7. **Competing Activities and Conflict of Interest.** During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.
8. **Authorization to Access Systems and Electronic Communications and use of Deloitte Property.** I understand that while employed with a *Deloitte Entity*, I will use and have access to the *Systems*. I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my *Electronic Communications* and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (e.g., emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my

possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. **Security.** I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. **Ownership of Works.**

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10(b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the

period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. **Pre-existing Creations; Personal Creations.** My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B**, and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.
12. **Post-Employment Restriction re: Clients.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, for a period of one year following the termination of my *Employment* for any reason, I will not, directly or indirectly, solicit or provide services to any client or prospective client of a *Deloitte Entity* to which I provided (or participated in a proposal to provide) services during the two-year period prior to termination of my *Employment*.
13. **Exceptions to Post-Employment Restriction re: Clients.** I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.
14. **Future Employment with Clients.** Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities*

remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. **Restriction re: Personnel and Contractors.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated, (b) participate in the hiring or admission of any *Personnel*, or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.
16. **Post-Employment Restrictions re: Deloitte Property.** Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a *Deloitte Entity* to remove such *Deloitte Property*.

OTHER POST-EMPLOYMENT OBLIGATIONS

17. **Transition of Work and Cooperation.** Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licensor of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.
18. **Notification of Post-Employment Obligations.** I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.
19. **Certification.** I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15 and 16 of this Employment Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. **Equitable Relief and Attorney's Fees.** I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15, or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte*

Entity is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. **Liquidated Damages: Client Fees.** I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to 50% of all fees received by me (or any person or entity with which I am associated) in connection with such breach. Such percentage shall be paid within thirty days after each fee payment is received and in respect of all services in connection with such breach during the two years following the termination of my *Employment* for any reason.
22. **Liquidated Damages: Compensation.** I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.
23. **Right of Inspection.** I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. **Governing Law; Choice of Forum.** This Employment Agreement is deemed to have been executed in the Employer's office in [HYDERABAD: Hyderabad, Andhra Pradesh, India] [MUMBAI: Mumbai, Maharashtra, India] [BENGALURU: Bengaluru, Karnataka, India] [GURGAON: Gurgaon, Haryana, India] and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.
25. **Modifications.** My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.
26. **Severability.** Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to

the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. **Blue-Penciling.** If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefor another provision that is legal and enforceable and that achieves the same objective.
28. **Waiver.** None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.
29. **Entire Agreement.** This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.
30. **Transfer and Assignment.** Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 8, 10, 11, 12, 14, 15, 16, 17, 18, 19, and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.
31. **Headings.** The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

I have read the foregoing, understand it, and agree to comply with its terms.

For Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Effective as of **September 27, 2021**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Signature

Name

EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the “Deloitte U.S. Firms”), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited (“DTTL”) or any member firm of DTTL or affiliate thereof (collectively, the “DTTL Member Firms”) or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term “control” (including the terms “controlled by” and “under common control with”) means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems*, equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a *Deloitte Entity*, and (3) it does not result from any work performed by me and the *Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual’s name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes *PII* when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual’s name is used with *PII* that is not business contact information, it is included in the definition of *PII*.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any *Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement,

including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United States Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the *PCAOB*, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a *Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my *Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

[none, unless otherwise specified]

ACCEPTED AND AGREED TO:
DELOITTE CONSULTING INDIA PRIVATE LIMITED



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Date

An *Authorized Signatory*'s signature is required only if *Pre-existing Creations* or *Pre-existing Agreements or Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that *Pre-existing Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the *Intellectual Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements or Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements or Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

EXHIBIT C

Proceedings

[none, unless otherwise specified]

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

Signature

Name

Date

EXHIBIT D

Exceptions to Post-Employment Restrictions: re: Clients

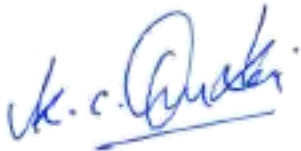
[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

Name of Client

Specified Kind of Services(s) Permitted

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

I have read and understood the above policy terms.

Signature

Name

Date

An *Authorized Signatory's* signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the “Employer”), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT (“Employment Agreement”)

You will be expected to sign the Employer’s Employment Agreement. Please contact Talent for further details.

3. HARRASSMENT POLICY

Administrative Policy Release (“APR”) 213 is the Employer’s policy prohibiting harassment. Deloitte LLP's subsidiaries located in India (“Deloitte India (Offices of the US)”) are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining *Deloitte U.S. India*.

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer’s policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years.* Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a *Deloitte Entity* or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **60 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

* This provision is not applicable for U.S. citizens (and citizens of any other country where enforcing Deloitte India (Offices of the US)’s mandatory retirement age would be prohibited by the laws of that country) for whom there is no mandatory retirement age.

In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.

- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. <https://deloittenet.deloitte.com/Pages/Home.aspx> for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **September 27, 2021**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signature

Name



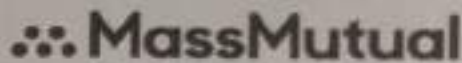
Dear **Begari Abhishek**,

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analyst** pursuant to the terms and conditions of your offer letter dated **September 27, 2021**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company. As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company. As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.

We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,

Human Resources Department



Global Business Services India LLP

Tuesday, June 22, 2021

Aditya Orem,
2-4-95/1, Sri Krishna colony, Pochamagudi,
Anbedkar bhavan road, Hanamkonda, Warangal, Telangana, 500001

Subject: Offer Letter

Dear Aditya,

On behalf of MassMutual Global Business Services India LLP, I am pleased to extend our conditional offer of employment, as Analyst, Data, reporting to Ugamurthy Duraiswamy, Technical Strategic Manager, MassMutual India GCC. Your work location will be at the 7th Floor, Block 1, BSR IT SEZ, Serilingampally Mandal, Nanakramguda Village, Rangareddy District, Hyderabad - 500008, Telangana

Your employment starts on Monday, August 09, 2021. Your Target CTC (Cost to Company) totaling INR 5,00,075 per annum will be comprised of:

- Basic Pay of INR 241,000 earned and payable monthly (monthly rate of INR 20,083)
- Bonus / Ex-Gratia of INR 48,200 earned and payable monthly (monthly rate of INR 4,017)
- Total Allowances, INR 152,288 (monthly INR 12,691) as allowed by law and decided at your discretion unless otherwise noted, including:
 - Housing Rent Allowance
 - Leave Travel Allowance
 - Child Education and/or Hostel Allowances
 - Meal Voucher or Onsite Meals
 - Balance allowance - Total allowance amount minus discretionary amounts you decide above
- Provident Fund (Employer Contribution) of 12% of Basic Pay, INR 28,920 (monthly rate of INR 2,410)
- Gratuity, INR 11,582 (monthly INR 966) accrued for monthly and payable at the time of termination following a minimum of 5 years of active service
- Annual target short-term incentive of INR 18,075 paid annually at the discretion of the Company

Additionally, you will be eligible for insurance benefits including medical, dental, vision and life cover (parental or parent-in-law medical cover option) and Employee Assistance Program. You are eligible for annual paid time-off of 25 days and 10 annual declared holidays.

Please note that the above employment offer is contingent upon you successfully completing the Bachelor of Engineering graduation course without any pending subjects in any of the semesters in your curriculum, at the time of joining MassMutual.

To accept this offer of employment, please print the attached letter and sign it. Please scan a copy of the signed offer letter and email it back by replying to the email or sending it to RTangirala@massmutual.com attaching the signed letter.

If you have any questions about this offer of employment, or if our understanding of your acceptance is not correct, please call me at +1 603 531-9876.

We look forward to welcoming you and are excited about the contributions you will make as we build our company. Best

Best regards,

Ravi Tangirala
Head, GCC-India

Offer Accepted By _____ Date: _____



OFFER LETTER

NAME: ASHISH ALLAMPALLY			
POST: ENGINEER (TRAINEE)		Emoluments in Rupees	
S.NO	SALARY HEAD	PER MONTH	PER ANNUM
I	Stipend	22,000.00	
II	Gross Salary	22,000.00	264,000.00
1	*LTC		8,446.50
2	Medicclaim		25,857.00
3	**Medical Reimbursement		8,109.00
4	***SSS/EDLI		1,900.00
5	PF 12% COMPANY CONTRIBUTION		21,600.00
6	****Group Gratuity		9,746.00
	COST TO COMPANY PER ANNUM		339,659.00
	COST TO COMPANY PER MONTH	28,305.00	

NOTE :

*From the date of service confirmation you are eligible for Leave Travel Concession(LTC), which is paid on proportionate basis from your confirmation date(not eligible during probation period)

**After completion of training period you are eligible to get Medical Reimbursement.

**SSS-Sampurna Suraksha Scheme- You will be covered with sum assured amount of Rs. 10,00,000 by the company from the date of joining, in case of any unforeseen eventuality, amount will be paid to your nominee

**** After completion of 5 years of service you will get eligibility for Group Gratuity

for MEDHA SERVO DRIVES PVT. LTD.,

**VIRESH KUMAR
DY. GENERAL MANAGER – HR**

Offer Letter- Cloud4C- Bhargav Kumar



Haritha Balijepalli <haritha.b@cloud4c.com>

Wed, Jun 9, 6:55 PM



To: me

Dear Bhargav Kumar,

Congratulations !!

Further to your discussions with the Senior Management team, we are pleased to offer you the position of "Trainer" at Cloud4C Services Pvt. Ltd. **effective from Tuesday, 15th June 2021.**

Note:

- You will be initially on the Training program for 4 Months.
- You will be eligible for a Stipend of Rs. 10,000/- per month during the training period.
- We will hand over the appointment letters after your successful completion of training and selection.

Kind Note & Confirm on the below Point:

I authorize for the background verification by complete or third party to be made on the information contained/submitted with this application, former employers, officials of education institutes and other required information named on this application are authorized to give information about me and I release them from all liability for issuing such information. If later, the information furnished by you, is found to be incorrect or not true, you will be liable for such action as may be deemed fit by the Company.

Please confirm on the acceptance of the Offer by EOD tomorrow, after which all the documentation and the Terms & Conditions will be shared.

Looking forward for your response.

Thank You,

Best Regards,



Date: May 31, 2021

Ref: LTI/HR/Campus/EN7/2021

Name: Bhuvanesh Sammeta

College: CBIT

OFFER OF EMPLOYMENT

Dear Bhuvanesh Sammeta,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee** .

During the initial training period of 12 months, your CTC including all benefits will be **Rs.8,02,629 /-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

In the event that the compensation package requires restructuring in order to comply with the proposed Code on Social Security, 2020, your compensation will be restructured in a manner that will be cost neutral for the Company.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. **Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. **Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. **Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltinfoltech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

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

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

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

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

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Director - Campus
Recruitment, Learning
& OD

I have read the letter and accept the same.

Signature and Date

ANNEXURE-1

Name : Bhuvanesh Sammeta		Date : May 31, 2021
Salary Grade : GE1		
Components	Rs. p.a.	Rs. p.m.
Basic		21,000
Bouquet of Benefits		35,958
A. Base Salary (PA)	683,496	56,958
Annual Incentive	70,000	
B. Total Variable (PA)	70,000	
C. Total Target Cash (A+B)	753,496	
Provident Fund (PF)	30,240	2,520
Gratuity	12,120	1,010
Mediclaime Premium	6,773	
D. Retirals & Other Benefits	49,133	
Cost to Company (CTC) C+D	802,629	

Medical Insurance Premium:

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

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

Notes:

1. Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

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

Components	Limits	Remarks
House Rent Allowance (PM)	10% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Leave Travel Allowance (PA)	Rs. 10,000/-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional

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

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

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

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

ANNEXURE-2

Eligibility Criteria for Engineering - Year 2021 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2021)	Less than 24 years
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA NOTE: <ul style="list-style-type: none"> • SSC /HSC should have cleared in <u>FIRST ATTEMPT</u> only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, <u>final semester</u> should have cleared in <u>FIRST ATTEMPT</u> only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation,Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above <u>OR</u> Equivalent CGPA
	<ul style="list-style-type: none"> • For the interview process, an aggregate of 60% & above <u>till the results of the last conducted examination</u> will be considered • Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester results
	<ul style="list-style-type: none"> • Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	<ul style="list-style-type: none"> • Conversion from CGPA into Percentage must be calculated as per your respective University norms
	<ul style="list-style-type: none"> • Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	<ul style="list-style-type: none"> • Not more than 2 active/live backlogs allowed during the interview process • All backlogs (if any) must be cleared <u>with the final semester exams</u> • All final semester subjects <u>must be attempted and cleared in the First Attempt</u> (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course)
	<ul style="list-style-type: none"> • Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2021 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
3. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.
4. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.
5. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months from the date of my interview process.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Candidate Signature: _____

Name: _____

Institute Name : _____

Mobile No : _____

Date of interview process: _____



Deloitte Consulting India Private Limited

Opposite to Meenakshi Tech park,
4th Floor, Survey No 41, Gachibowli
village,
Ranga Reddy, Hyderabad,
Telangana – 500032

Tel: +91 040 67621000
www.deloitte.com

Mr. Mamindlapalli Chanikya
H.No.11-10-743/5/2
Raparathi Nagar-1, Opposite Drda Office,
KHAMMAM - 507001

Subject: Offer of Employment

Dear Mamindlapalli Chanikya:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **September 27, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000/-** subject to your reporting for full-time employment on **September 27, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from

time to time. Deloitte LLP and its U.S.-based subsidiaries (the “Deloitte U.S. Firms”) require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer’s Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **September 27, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

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

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Mamindlapalli Chanikya, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:

Chandra Shekar Heggannur Shivaramu

3B1A6F28ED49476...

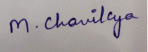
Authorized Signatory

Mr. Mamindlapalli Chanikya

Acceptance

I, **Mamindlapalli Chanikya**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:

74ADD3C4898446A...

Signature

Date

Annexure A

Mr. Mamindlapalli Chanikya

Analyst

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	17,500	2,10,000
House Rent Allowance (HRA)	8,750	1,05,000
Special Allowance ^{1a & 1b}	11,867	1,42,404
Leave Travel Allowance ²	1,750	21,000
Meal Card ³	2,200	26,400
Differential Allowance(L)	5,833	69,996
Employer's contribution to PF	2,100	25,200
Total Salary (in Rs.)	50,000	6,00,000
Variable Bonus*	You will be eligible for a performance linked variable bonus. If applicable, it will be paid out on the 31st of August on the basis of your performance and performance of the business	
Medical Insurance Premium ⁴	1,870	22,440

* The Variable Bonus will vary, primarily based on your performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer on August 31st following the close of the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid on August 31st of that subsequent year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

Annexure A

¹ All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	<i>^{1a} Communication Expenses</i>	<i>^{1b} Fuel Expenses</i>
Employee in Level -	<i>Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.</i>	<i>Petrol / Insurance / Repairs & Maintenance</i>
Analyst		
	Rs.3,000/- per month	Rs.7,500/- per month

^{1a} The internet/telephone/mobile bills should be in the Employee's name.

^{1b} For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		Two Wheelers
	<= 1600 cc	> 1600 cc	
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

² The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

³ Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

⁴ Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.



Mamindlapalli Chanikya

Hyderabad

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement (“Employment Agreement”)

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office at **Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad – 500 032** (the “Employer”) as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. **Defined Terms.** The italicized terms in this agreement (the “Employment Agreement”) are defined in **Exhibit A** hereto.
2. **Pre-existing Agreements or Arrangements.** I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such *Pre-existing Agreements or Arrangements* and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer’s offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency’s decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. **Reporting of Proceedings.** Except as provided by law and except as I have disclosed in writing in **Exhibit C** to this Employment Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.
4. **Confidentiality.** I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized*

Signatory, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

5. **Third Party Information and Property.** I agree that during my *Employment*, I shall not use or disclose any Confidential Information or Intellectual Property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.
6. **Authorization.** Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.
7. **Competing Activities and Conflict of Interest.** During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.
8. **Authorization to Access Systems and Electronic Communications and use of Deloitte Property.** I understand that while employed with a *Deloitte Entity*, I will use and have access to the *Systems*. I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my *Electronic Communications* and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (e.g., emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my

possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. **Security.** I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. **Ownership of Works.**

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10(b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the

period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. **Pre-existing Creations; Personal Creations.** My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B**, and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.
12. **Post-Employment Restriction re: Clients.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, for a period of one year following the termination of my *Employment* for any reason, I will not, directly or indirectly, solicit or provide services to any client or prospective client of a *Deloitte Entity* to which I provided (or participated in a proposal to provide) services during the two-year period prior to termination of my *Employment*.
13. **Exceptions to Post-Employment Restriction re: Clients.** I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.
14. **Future Employment with Clients.** Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities*

remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. **Restriction re: Personnel and Contractors.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated, (b) participate in the hiring or admission of any *Personnel*, or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.
16. **Post-Employment Restrictions re: Deloitte Property.** Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a *Deloitte Entity* to remove such *Deloitte Property*.

OTHER POST-EMPLOYMENT OBLIGATIONS

17. **Transition of Work and Cooperation.** Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licensor of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.
18. **Notification of Post-Employment Obligations.** I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.
19. **Certification.** I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15 and 16 of this Employment Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. **Equitable Relief and Attorney's Fees.** I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15, or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte*

Entity is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. **Liquidated Damages: Client Fees.** I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to 50% of all fees received by me (or any person or entity with which I am associated) in connection with such breach. Such percentage shall be paid within thirty days after each fee payment is received and in respect of all services in connection with such breach during the two years following the termination of my *Employment* for any reason.
22. **Liquidated Damages: Compensation.** I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.
23. **Right of Inspection.** I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. **Governing Law; Choice of Forum.** This Employment Agreement is deemed to have been executed in the Employer's office in [HYDERABAD: Hyderabad, Andhra Pradesh, India] [MUMBAI: Mumbai, Maharashtra, India] [BENGALURU: Bengaluru, Karnataka, India] [GURGAON: Gurgaon, Haryana, India] and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.
25. **Modifications.** My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.
26. **Severability.** Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to

the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. **Blue-Penciling.** If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefor another provision that is legal and enforceable and that achieves the same objective.
28. **Waiver.** None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.
29. **Entire Agreement.** This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.
30. **Transfer and Assignment.** Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 8, 10, 11, 12, 14, 15, 16, 17, 18, 19, and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.
31. **Headings.** The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

I have read the foregoing, understand it, and agree to comply with its terms.

For Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Effective as of **September 27, 2021**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Signature

Name

EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the “Deloitte U.S. Firms”), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited (“DTTL”) or any member firm of DTTL or affiliate thereof (collectively, the “DTTL Member Firms”) or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term “control” (including the terms “controlled by” and “under common control with”) means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems*, equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a *Deloitte Entity*, and (3) it does not result from any work performed by me and the *Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual’s name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes *PII* when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual’s name is used with *PII* that is not business contact information, it is included in the definition of *PII*.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any *Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement,

including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United States Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the *PCAOB*, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a *Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my *Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

[none, unless otherwise specified]

ACCEPTED AND AGREED TO:
DELOITTE CONSULTING INDIA PRIVATE LIMITED



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Date

An *Authorized Signatory*'s signature is required only if *Pre-existing Creations* or *Pre-existing Agreements or Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that *Pre-existing Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the *Intellectual Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements or Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements or Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

EXHIBIT C

Proceedings

[none, unless otherwise specified]

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

Signature

Name

Date

EXHIBIT D

Exceptions to Post-Employment Restrictions: re: Clients

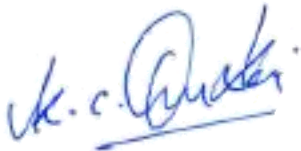
[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

Name of Client

Specified Kind of Services(s) Permitted

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

I have read and understood the above policy terms.

Signature

Name

Date

An *Authorized Signatory's* signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the "Employer"), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT (“Employment Agreement”)

You will be expected to sign the Employer’s Employment Agreement. Please contact Talent for further details.

3. HARRASSMENT POLICY

Administrative Policy Release (“APR”) 213 is the Employer’s policy prohibiting harassment. Deloitte LLP's subsidiaries located in India (“Deloitte India (Offices of the US)”) are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining *Deloitte U.S. India*.

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer’s policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years.* Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a *Deloitte Entity* or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **60 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

* This provision is not applicable for U.S. citizens (and citizens of any other country where enforcing Deloitte India (Offices of the US)’s mandatory retirement age would be prohibited by the laws of that country) for whom there is no mandatory retirement age.

In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.

- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. <https://deloittenet.deloitte.com/Pages/Home.aspx> for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **September 27, 2021**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signature

Name



Dear **Mamindlapalli Chanikya**,

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analyst** pursuant to the terms and conditions of your offer letter dated **September 27, 2021**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company. As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company. As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.

We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,

Human Resources Department



HRD/NOBA/1002213169

Mr. Dinesh Reddy Sunkari
H.No.1-5/9
Bogaram,Keesara Mandal
Hyderabad - 501301
Telangana
India
Ph: (91) 81064 50465

295

September 21, 2021

160117735032
Sunkari Dinesh Reddy
ECE
dineshreddysunkari@gmail.com
8106450465

2020-21

Dear Dinesh Reddy,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

HRD/NOBA/1002213169

September 21, 2021

Mr. Dinesh Reddy Sunkari
H.No.1-5/9
Bogaram,Keesara Mandal
Hyderabad - 501301
Telangana
India
Ph: (91) 81064 50465

Dear Dinesh Reddy,

Congratulations! We are delighted to make you an offer as **Digital Specialist Engineer** and your role is **Digital Specialist Engineer**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **October 4, 2021**.

Location

Your location of training is **Mysore, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

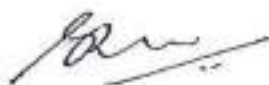
** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity: whether through ownership of voting securities, by contract or otherwise.*

Training Period:

The training program will consist of classroom training and on-the-job training. The duration of the classroom 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.

Probation and confirmation

You will be on probation for a period of six months from the date of completion of the training and your allocation to Unit. 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 in Annexure - III.



Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of leave annually, during probation. On confirmation, you will be eligible for 20 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 financial 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 **Digital Specialist Engineer** 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 Infosys from the date of your joining and up to a period of 12 months 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. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

Compensation and Benefits

Salary

Your Fixed Gross Salary will be **INR 41,668** per month. The break-up of your salary has been provided in the Compensation Details sheet at Annexure – I.

Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 2021-22 will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company intranet, based on your preferences and income tax plans



National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - III 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 (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 4,00,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice period

During the probation period, 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 or salary thereof. 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".

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 Infosys requires you to furnish a copy of your passport at the time of joining. 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 Infosys. 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 **Digital Specialist Engineer** 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 Infosys. 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, at least till the penultimate semester. 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, on the intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure - II).



This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.

Yours sincerely,



RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: _____, 20____

Sign your name

Print your name Location

ANNEXURE -I

COMPENSATION DETAILS (All figures in INR, per month)	
NAME	Mr. Dinesh Reddy Sunkari
ROLE	Digital Specialist Engineer
ROLE DESIGNATION	Digital Specialist Engineer
1. MONTHLY COMPONENTS	
BASIC SALARY	20,840
BASKET OF ALLOWANCES	13,157
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	3,960
MONTHLY GROSS SALARY	37,957

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95% paid out on a monthly basis)	208

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	2,501
GRATUITY - 4.81% of Basic Salary *	1,002
FIXED GROSS SALARY (1+2+3)	41,668

TOTAL GROSS SALARY	41,668
---------------------------	---------------

OTHER BENEFITS				
Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty Thousand (With Security)	@ 5%	24	Nil
	Twenty-five Thousand (Without Security)			
SALARY LOAN	One Month's Gross Salary	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.				
* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act				



ANNEXURE II

NON COMPETE AGREEMENT

I, _____ do hereby acknowledge and confirm the following: -

(1) I am accepting employment with Infosys Limited ("Infosys"). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys for whom I performed services as a Company employee (each such client hereinafter referred to as a "Customer").

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purpose of this Non-Compete Agreement, "Named Competitor" shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place: _____ Employee Signature: _____

Date: _____ Employee Name : **Mr. Dinesh Reddy Sunkari**

Acknowledged by Infosys Limited:





EMPLOYMENT AGREEMENT

This employment agreement, including its exhibits, (the "Agreement") is made on **July 22, 2022**.

BETWEEN:

Veeva Software Systems India Private Limited, a company incorporated under the Companies Act, 2013, with its registered office at Unit 206, Lodha Supremus, Road No. 22, Wagle Industrial Estate, Thane (West), Maharashtra, India 400604 (the "Company"), which shall include, unless repugnant to the context or meaning thereof, its successors and permitted assigns) of the One Part,

AND

Harikrishna Abbidi, a citizen of India, presently residing at **H.no 1-121, Rayaparthi, Nadikuda (m), Hanamkonda , Telangana-506391** (the "Employee") of the Other Part.

WHEREAS:

- A. The Employee agrees to execute any and all documents necessary for, or beneficial to, the commencement of the employment relationship.
- B. The Company is involved in providing industry-specific, cloud-based software solutions for the life sciences industry, among other things (the "Business");
- C. The Company now desires to engage the services of the Employee as its **Associate Software Engineer – Test Automation**; Employee wishes to accept employment with the Company as its **Associate Software Engineer – Test Automation** on the terms and conditions detailed in this Agreement.

IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. DEFINITIONS AND INTERPRETATION

1.1 Definitions

In this Agreement, unless the context otherwise requires, the following words and expressions shall be defined as follows:

- (a) **Affiliate** of a Person (the Subject Person) shall mean (i) in the case of any Subject Person other than a natural person, any other Person that, either directly or indirectly through one or more intermediate Persons, Controls, is Controlled by or is under common Control with the Subject Person, and (ii) in the case of any Subject Person that is a natural person, any other Person that, either directly or indirectly through one or more intermediate Persons,

Controls, is Controlled by or is under common control with the Subject Person or who is a spouse, son or daughter of the Subject Person.

- (b) **Business Day** shall mean a day other than Saturday and Sunday on which scheduled commercial banks are open for normal banking business in Hyderabad, India.
- (c) **Control, Controls or Controlled** as to any Person shall mean the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of such Person, whether through ownership of voting securities or partnership interests, by contract or otherwise.
- (d) **Disability** shall mean the disablement of the Employee as approved by the Company, whether of a temporary or permanent nature, as incapacitates the person from all work which he/she was capable of performing at the time of the accident resulting in such disablement.
- (e) **Material Breach** means:
 - (i) a breach of the Confidentiality and Invention Assignment Agreement and/or Articles 2.4, 3 and 7 of this Agreement;
 - (ii) misappropriation of Company funds;
 - (iii) fraud;
 - (iv) gross, wilful and/or substantial negligence in connection with the material duties of the Employee's employment or the wilful or repeated misconduct or gross negligence of the Employee in connection with the performance of such duties or acts that question the Employee's integrity or violation of any applicable laws; or
 - (v) conviction for an offence concerning moral turpitude.
- (f) **Person** shall mean any natural person, limited or unlimited liability company, corporation, general partnership, limited partnership, proprietorship, trust, union, association, court, tribunal, agency, government, ministry, department, commission, self-regulatory organisation, arbitrator, board, or other entity, enterprise, authority, or business organisation.

1.2 Interpretation

Unless the context otherwise requires in this Agreement: **(a)** singular words include the plural and vice versa; **(b)** reference to a gender includes a reference to the other gender; **(c)** reference to the words "include" or "including" shall be construed without limitation; **(d)** reference to this Agreement or any other agreement, deed or other instrument or document shall be construed as a reference to this Agreement, such other agreement, deed or other instrument or document as the same may, from time to time, be amended, varied, supplemented or novated; **(e)** the headings in this Agreement are for reference only and shall not affect the interpretation or construction hereof; and **(f)** a time period for a payment to be made or an act to be done shall be calculated by excluding the day on which that period commences and including the day on which that period ends. If the last day of such period is not a Business Day, the due day for the relevant payment to be made or the act to be done shall be the next Business Day.

2. DUTIES

2.1 The Company hereby appoints the Employee as its **Associate Software Engineer – Test Automation**, commencing on **August 16, 2022** (the "Commencement Date"). The Employee will be working from our Hyderabad office or your home depending on company direction. The Company may direct changes from time to time to Employee's workplace depending on business needs and Employee agrees to such direction.

2.2 The Employee's period of employment with the Company shall be referred to as the "Employment Term." The Employee shall devote the Employee's full time and best efforts to the advancement of the interests of the Company in accordance with the Company's policies established, from time to time, by the Company, and shall perform such duties related to or incidental to the duties contained herein as may be prescribed from time to time. During the Employment Term, the Employee will receive instruction from and report to the **Senior Engineering Manager – Test Automation**. The Employee agrees that the Employee's job duties and the reporting manager may be changed at the discretion of the Company.

2.3 The Employee must:

- (a) undertake the duties and exercise the powers which the Company assigns to or vests in the Employee and comply with all lawful orders and instructions given by the Company in this regard;
- (b) observe and comply with the Company's rules, regulations and policies as varied from time to time;

- (c) perform the duties and exercise the powers that are assigned to or vested in the Employee from time to time by the Company in a proper and efficient manner with all due care, skill and diligence;
- (d) devote the Employee's entire time, attention and skill exclusively to the Business during normal Business hours and such other hours as are necessary to satisfactorily perform the Employee's obligations under this Agreement;
- (e) use the Employee's best endeavours to promote the interests of the Company;
- (f) perform to the best of the Employee's ability, in accordance with the directions of the Company, the duties and responsibilities normally associated with the Employee's position, and such additional duties and responsibilities as the Company may from time to time reasonably specify;
- (g) during the Employment Term, promptly disclose to the Company each business opportunity which, based on its prospects and relationship to the Business, the Company might reasonably consider pursuing. Upon the Employee's termination for any reason, the Company shall have the exclusive right to participate in or undertake any such opportunity on its own behalf, without any involvement by or compensation to the Employee; and
- (h) The Employee's duties may also require the Employee to travel within India and to other countries, often at short notice. To undertake such travel, the Employee confirms that the Employee has, and shall, at all times have, a passport with at least six (6) months' validity, and with no Court, Magistrate, Police, or other law enforcement authority imposed restrictions on travel in the Employee's possession.

2.4 The Employee acknowledges that this is an exclusive Agreement. Accordingly, during the Employment Term, the Employee shall not, without the prior written consent of the Company, directly or indirectly own, manage, operate, consult or be employed in any other business. Without limitation to the generality of the foregoing, Employee shall not, during the Employment Term, directly or indirectly, be associated with any business that competes with the Business in any manner whatsoever, whether as an officer, employee, agent, consultant or similar representative of or service provider.

3. **HOURS OF WORK, COMPENSATION AND LEAVE**

3.1 The Employee shall normally be required to work between **9:00 a.m. and 6:00 p.m., MONDAY TO FRIDAY** (excepting public holidays) with one (1) hour for lunch. However, the Employee's actual working hours and working days will often be determined by workflow and Company commitments, and the Employee may be required to work such hours as are required by the Employee's position.

- 3.2 In full compensation for the Employee's services during the Employment Term, upon the terms and subject to the conditions set forth in this Agreement, the Company will pay to the Employee and the Employee shall accept as compensation, a basic annual salary, **and such other allowances, benefits and perquisites, together** "Compensation," as detailed hereafter, in Exhibit I to this Agreement.
- 3.3 The pro-rated monthly amount of Compensation shall be paid by the Company as per its payment policy in place from time to time, into Employee's nominated bank account, or as subsequently altered by agreement between the Company and Employee. Each party shall bear and fully comply with all their respective tax liabilities arising from the provisions of this Agreement. The tax liabilities shall be assessed depending on the Employee's workplace.
- 3.4 During the Employment term, the Employee shall be entitled to 15 days privilege leave per year (pro-rata in your first year of employment). The number of privilege leave may be adjusted as per the statutory requirement applicable to the Employee's workplace. Leave is to be taken at times mutually convenient to the Company and the Employee. Any accrual or carry over of privilege leave shall also be in accordance with local statute based on Employee's workplace. You may also be entitled to special leave granted by the company that may change from time to time. You will be entitled to 6 days sick/casual leave per year (pro-rata in your first year of employment). Any unused sick/casual leave in any calendar year cannot be carried forward and you will also not be paid out for unused sick/casual leave should your employment with Veeva come to an end.
- 3.5 In addition to the above, the Employee shall be entitled to all declared holidays and any other days as may be specifically prescribed by the local statute based on Employee's workplace and the Company.

4. **VARIABLE PAYMENTS**

- 4.1 **CASH BONUS:** Additionally, you may be eligible to participate in the Company's bonus schemes in operation from time to time and provided to you in writing separately. The tax and social security consequences of participation in the Cash Bonus will be at the Employee's expense. The Employee will receive the cash bonus on condition that the Employment Term is still in effect on the date of payment of the cash bonus in accordance with the scheme in force
- 4.2 Upon satisfying all required conditions, the Employee may be eligible to participate in the supplemental group benefit plans that the Company has established, if any. Any payments, rights or entitlements under the benefits plan will be governed by the terms of the formal plan documents or policies establishing the benefit at issue, and the Employee's rights upon termination of employment with respect to the benefit plan will be governed by the termination provisions of this Agreement, subject to local laws. By executing this Agreement, the Employee authorizes the Company to withhold the personal contributions owed by the Employee from the Employee's salary (including any variable compensation, if any) and to pay these amounts to the insurance company,

if applicable and subject to local laws. The Company reserves its right to cease such group insurances at all times or make such insurances subject to the Employee's participation in the costs thereof.

5. **CONFIDENTIAL INFORMATION/ INTELLECTUAL PROPERTY**

The Employee and the Company shall, on the date hereof, enter into a Confidentiality and Invention Assignment Agreement (the "Confidentiality Agreement") which is attached hereto as Exhibit II. The Employee acknowledges and agrees that the Confidentiality Agreement is applicable as from this Commencement Date.

The Employee acknowledges that the Employee agrees to assign all rights, title and interest in any and all Proprietary Rights, Proprietary Information and Inventions (all as defined in the Confidentiality Agreement) while in employment with the Company, applicable from the Commencement Date.

The Employee shall, at all times, during or after the Employee's employment with the Company comply with the terms of the Confidentiality Agreement.

6. **DATA PRIVACY AND CONSENT OF THE EMPLOYEE**

6.1 The Employee hereby explicitly and unambiguously consents to the collection, use and transfer of personal data, including Sensitive Personal Data of the Employee by and among members of the Company for purposes related to the Employee's employment. The Employer undertakes to protect the data provided by the Employee in accordance with reasonable security practices and procedures.

6.2 However, the Employee also understands and accepts that the Company or an associated company may hold, retain, use and periodically transfer certain personal information including Sensitive Personal Data of the Employee, including, but not limited to, the Employee's name, home address and telephone number, date of birth, salary, nationality, job title, residency status for the purpose of implementation, administration and management of the employment and related purposes, which may include but is not limited to, employment reviews, benefits, administration, etc.

6.3 The Employee also accepts that the recipients may be located within or outside of India, in a country which may have different data privacy laws applicable.

6.4 For the purposes of this Article 6, Sensitive Personal Data means "personal data which consists of information relating to – (i) passwords; (ii) financial information such as bank account or credit card or debit card or other payment instrument details; (iii) physical, physiological and mental health condition; (iv) medical records and history; (v) biometric information; (vi) any detail relating to the above points."

7. **RESTRICTIVE COVENANTS**

- 7.1 The Employee shall not engage in any acts or deeds such that would be detrimental to the interests of the Company, tarnish the reputation of the Company or cause the Company to be involved in any legal or ethical controversy.
- 7.2 If the Employee resigns during the Employment Term or the Company terminates the Employee's employment for any reason, the Employee shall not (whether as an officer, director, partner, proprietor, investor, shareholder, manager, associate, employee, consultant, representative, adviser, agent or otherwise) during the Employment Term and for a period of twelve (12) months following the date of termination, solicit, interfere with or endeavour to entice away from the Company or any of its Affiliates any Person who, to the Employee's knowledge, is an employee, consultant, client or customer of the Company or its Affiliates or in the habit of dealing with the Company or any of its Affiliates.
- 7.3 The Company and Employee agree that the duration of this non-solicitation provision in Article 7.2 is reasonable. In the event that any court of competent jurisdiction determines that the duration is unreasonable and that such provision is to that extent unenforceable, the Company and Employee hereto agree that the provision shall remain in full force and effect for the greatest time period that would not render it unenforceable.

8. **TERMINATION AND REMOVAL**

- 8.1 The Employee agrees that the first 6 months of the Term shall be a probation period.
- 8.2 Upon expiration of the Employment Term, the obligations of both parties under this Agreement, except as otherwise provided in the Agreement, shall terminate.
- 8.3 Notwithstanding anything to the contrary in this Agreement, if the Employee commits a Material Breach, the Company may, in any or each such instance, immediately upon notice to the Employee, terminate this Agreement and relieve the Employee of all duties. In addition to any internal rights the Company may have against the Employee herein, the Company may take additional steps externally to enforce its rights or report a crime that may have occurred by approaching any Court of competent jurisdiction or any law enforcement authority.
- 8.4 The Company may, at its sole discretion, terminate this Agreement during the Employment Term by providing thirty (30) days' prior notice in writing to the Employee, in the event that the Employee is unable to perform the duties hereunder due to a Disability. The termination of this Agreement in accordance with this Article 8.3 shall not affect the right of the Employee to continue to receive benefits under any applicable Company Disability insurance plan covering the Employee in effect at the date of termination or any statutory payments.

- 8.5 The parties agree that at any time during the Employment Term, in the event of any Significant Non-Performance by the Employee, as determined by the Company, at its sole discretion, the Company shall be entitled to terminate the Employee or appoint a replacement to the Employee or re-assign the responsibilities of the Employee, and the Employee will be bound to comply with the same.
- 8.6 The Company may, at its sole discretion, terminate the Agreement during the Employment Term by providing 30 days' prior notice in writing to the Employee, in the event that the Company is suffering or has suffered financial losses, or is undergoing financial difficulties.
- 8.7 The Employment Term shall end immediately, without any notice by the Company, upon the death of the Employee, following which the Employee's estate shall be entitled only to any statutory payments.
- 8.8 Either the Employee or the Company may terminate this Agreement, by providing thirty (30) days' written notice to the other party. The Company reserves the right, at the option of the Employee, to recover and adjust any leave which has accrued to the Employee but not utilized, in lieu of notice period and to relieve the Employee before the expiry of the notice period. The Company reserves its right to pay the Employee, an amount equivalent to the pro-rated Compensation for the notice period to terminate employment effective immediately. If the Employee terminates employment without serving the required notice period, the Company shall have the right to deduct an amount equivalent to the pro-rated Compensation for the unserved notice period, from the Employee's final settlement amount.
- 8.9 In the event of termination of this Agreement by the Employee for any reason, the Employee shall not be entitled to any further salary or benefits subsequent to the termination.

9. **CONSEQUENCE OF TERMINATION**

- 9.1 Upon any termination of this Agreement for any reason in accordance with Article 8,
- 9.1.1 the Employee shall no longer have any right to any benefits (including future payments of Compensation identified in Exhibit I) which would otherwise have accrued during the remainder of the Employment Term;
- 9.1.2 any statutory entitlement upon termination of this Agreement shall be based on the requirements applicable to Employee's workplace; and
- 9.1.3 the Employee shall comply with the Employee's obligations under the Confidentiality Agreement and immediately surrender or return to the Company (without retaining any copies or extracts thereof) any confidential information, Proprietary Information (as defined in the Confidentiality Agreement), intellectual property and any other Company property. The Employee will not remove or transmit by any means from the Company or take any of the Company's property.

10. EMPLOYEE'S REPRESENTATIONS

The Employee hereby represents and warrants to the Company that the Employee has the right to enter into this Agreement and the Confidentiality Agreement and to carry out the Employee's duties and responsibilities hereunder without being in breach or default thereof under any employment, confidentiality, non-compete, consultancy or other agreement by which the Employee may be bound. The Employee further confirms that the covenants contained herein are fair and reasonable.

11. ASSIGNMENT

11.1 The Employee acknowledges that the Employee's services are unique and personal. Accordingly, the Employee shall not assign any of rights or delegate any of duties or obligations under this Agreement.

11.2 The Employee recognizes that the Company may transfer its business or assets, in whole or part, to another entity. This transferor entity could be an affiliate of the Company or otherwise. In such an event of transfer, the Employee acknowledges the necessity of employees moving with the business or assets, as the case maybe, for the transferor entity to recognize full value of the transfer. If requested by the Company, the Employee commits to continuing to support the Business of the Company, including by transferring the Employee's employment to such transferee entity.

12. DAMAGES - INJUNCTIVE RELIEF

Employee acknowledges that money damages would be both incalculable and an insufficient remedy for any breach of this Agreement by Employee and that any such breach would cause the Company irreparable harm. Accordingly, Employee also agrees that, in the event of any breach or threatened breach of this Agreement, the Company shall, in addition to any other remedies at law or in equity it may have, be entitled to equitable relief, including appropriate injunctive relief and specific performance.

13. COMPLIANCE WITH APPLICABLE LAW

13.1 Employee confirms that Employee has read and understood and agrees to comply with the provisions of Veeva Code of Conduct, Veeva's Global Anti-Corruption Policy and Guidelines and Veeva's Insider Trading Policy.

14. MISCELLANEOUS

14.1 The provisions of this Agreement shall be governed by, and construed in accordance with the laws of India. Each party agrees that the courts at Mumbai, India shall have the exclusive jurisdiction to settle any claim or matter arising under this Agreement.



- 14.2 No delay in exercising or omission to exercise any right, power or remedy accruing to a party upon any default under this Agreement shall impair any such right, power or remedy or shall be construed to be a waiver thereof or any acquiescence in such default, nor shall the action or inaction of such party in respect of any default or any acquiescence by it in any default, affect or impair any right, power or remedy of such party in respect of any other default.
- 14.3 This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof to the exclusion of all other understandings and assurances, either written or oral. This Agreement shall not, however, affect the benefits of continuity of employment available to the Employee under law.
- 14.4 If any provision of this Agreement is, for any reason, held to be invalid or unenforceable, the other provisions of this Agreement will be unimpaired and the invalid or unenforceable provision will be deemed modified so that it is valid and enforceable to the maximum extent permitted by law.
- 14.5 This Agreement may be executed in any number of counterparts and all of which taken together shall constitute one and the same instrument. The parties may enter into this Agreement by signing any such counterpart.
- 14.6 No amendment, modification or termination of any provision of this Agreement shall be effective unless the same shall be in writing and signed by each of the parties hereto.
- 14.7 The provisions of Articles 5, 7, 9 and 12 and Exhibit II, herein shall survive the termination of this Agreement.

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SIGNATURE PAGE TO FOLLOW



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

**By Veeva Software Systems India Private
Limited, through its authorized signatory**

By Harikrishna Abbidi

Michele O'Connor

~~Harikrishna~~
Harikrishna Abbidi (Jul 22, 2022 19:25 GMT+5.5)

Signature

Signature

Jul 22, 2022

Date:

**Michele O'Connor, VP, Chief Accounting
Officer**

EXHIBIT I
COMPENSATION

This will be on a Cost to Company basis ('CTC'). The salary will be structured in a tax efficient manner within the framework of the existing tax regulations and the policies of the company. In addition to the Base salary, the Employee will be entitled to additional benefits as per the Company policy. Any other employment benefits such as Gratuity, etc. shall be per applicable law and Company policy. The benefits cost should not exceed **INR 48,000**.

	Amount Per Annum (INR)
Basic Salary	4,00,000
House Rent Allowance (HRA)	2,00,000
Leave Travel Allowance	20,000
Special Allowance	1,80,000
Total	8,00,000
Annual Base	8,00,000

Base	8,00,000
Benefits (PF)	48,000
Total	8,48,000

EXHIBIT II

CONFIDENTIALITY AND INVENTION ASSIGNMENT AGREEMENT

In consideration of my employment or continued employment with **Veeva Systems India**, having its registered office at Unit 206, Lodha Supremus, Road No. 22, Wagle Industrial Estate, Thane (West), Maharashtra, India 400604 (the "**Company**") and the remuneration now and hereafter paid to me, I, **Harikrishna Abbidi**, currently residing at **H.no 1-121, Rayaparthi, Nadikuda (m), Hanamkonda , Telangana-506391** hereby agree as follows:

1. NON DISCLOSURE

- 1.1 **Recognition of Company's Rights; Nondisclosure.** At all times during my employment and thereafter, I will hold in the strictest confidence and will not disclose, use, lecture upon or publish any of the Company's Proprietary Information (defined below), except as such disclosure, use or publication may be required in connection with my work for the Company, or unless an officer of the Company expressly authorizes such in writing. I will obtain the Company's written approval before publishing or submitting for publication any material (written, verbal, or otherwise) that relates to my work at the Company and/or incorporates any Proprietary Information. I hereby assign to the Company any and all rights I may have or acquire in such Proprietary Information and recognize that all Proprietary Information shall be the sole property of the Company and its assigns.
- 1.2 **Proprietary Information.** The term "**Proprietary Information**" shall mean any and all confidential and/or proprietary knowledge, data or information of the Company and its affiliated companies. By way of illustration but not limitation, Proprietary Information includes (a) trade secrets, inventions, mask works, ideas, processes, formulas, source and object codes, data, programs, other works of authorship, know-how, improvements, discoveries, developments, designs and techniques; and (b) information regarding plans for research, development, new products and services, marketing and selling, business plans, budgets and unpublished financial statements, licenses, prices and costs, suppliers and customers; and (c) information regarding the skills and compensation of other employees of the Company.
- 1.3 **Third Party Information.** I understand, in addition, that the Company has received and in the future will receive from third parties confidential or proprietary information ("**Third Party Information**") subject to a duty on the Company's part to maintain the confidentiality of such information and to use it only for certain limited purposes. During the term of my employment and thereafter, I will hold Third Party Information in the strictest confidence and will not disclose to anyone (other than Company personnel who need to know such information in connection with their work for the Company) or use, except in connection with my work for the Company, Third Party Information unless expressly authorized by a competent officer of the Company in writing.

1.4 **No Improper Use of Information of Prior Employers and Others.** During my employment by the Company I will not improperly use or disclose any confidential information or trade secrets, if any, of any former employer or any other Person to whom I have an obligation of confidentiality, and I will not bring onto the premises of the Company any unpublished documents or any property belonging to any former employer or any other person to whom I have an obligation of confidentiality unless consented to in writing by that former employer or person. I will use in the performance of my duties only information which is generally known and used by persons with training and experience comparable to my own, which is common knowledge in the industry or otherwise legally in the public domain, or which is otherwise provided or developed by the Company.

2. **ASSIGNMENT OF INVENTIONS**

2.1 **Proprietary Rights and Inventions.** The term "**Proprietary Rights**" shall mean all trademark, trade secret, patent, copyright, mask work, design and all other intellectual property rights throughout the world. "**Inventions**" shall mean invention and/or discoveries, and shall include without limitation, any of the following as applicable: all original works of authorship, discoveries, developments, designs, improvements, inventions, formulae, processes, techniques, computer programs, strategies, trade secrets specific computer-related or telecommunications-related know-how and data.

2.2 **Prior Inventions.** I agree to assign to the Company all rights and title in all Inventions, if any, patented or unpatented, which I have made/created from the Commencement Date, as defined in the Employment Agreement.

2.3 **Ownership and Assignment of Inventions.**

2.3.1 I acknowledge that pursuant to the Copyright Act, 1956, the Company shall own all rights, title and interest in any Inventions (and all Proprietary Rights with respect thereto) as provided by the law whether or not patentable or registrable under copyright or similar statutes, made or conceived or reduced to practice or learned by me, either alone or jointly with others, during the term of this Agreement with the Company.

2.3.2 Notwithstanding the foregoing, to the extent that, for any reason, the Company does not own all and any right, title and interest in and to any Invention (or the Proprietary Rights with respect thereto), I hereby, in perpetuity, assign and agree to assign in the future (when any such Inventions or Proprietary Rights are first reduced to practice or first fixed in a tangible medium, as applicable) to the Company all and any worldwide right, title and

interest in and to any and all such Inventions (and all Proprietary Rights with respect thereto), whether or not patentable or registrable under copyright or similar statutes, made or conceived or reduced to practice or learned by me, either alone or jointly with others, during the term of this Agreement with the Company. I also agree to perform all acts and execute all documents, deeds, declarations, undertakings and make all filings or applications as reasonably requested by the Company, in order to transfer full title and ownership over the Inventions (and Proprietary Rights associated therewith), to the Company, during and after my Employment Term.

- 2.4 **OBLIGATION TO KEEP COMPANY INFORMED.** In order to protect the Company against unauthorized use of the Company's Inventions, Proprietary Rights and Proprietary Information, I agree that during and after the termination of this Agreement with the Company, I will promptly disclose to the Company, fully and in writing all Inventions authored, conceived or reduced to practice by me, either alone or jointly with others during the period of this Agreement and during the six (6) month period after the last day of this Agreement with the Company. In addition, I will promptly disclose to the Company all patent applications filed by me or on my behalf within a year after termination of this Agreement unless such patent applications are filed by the Company.
3. **NO CONFLICT OBLIGATION.** I represent that my performance of all the terms of this Confidentiality Agreement and as an employee of the Company does not and will not breach any agreement to keep in confidence information acquired by me in confidence or in trust prior to my employment by the Company. I have not entered into and I agree I will not enter into, any agreement either written or oral in conflict herewith.
4. **RETURN OF COMPANY DOCUMENTS.** When I leave the employment of the Company, I will deliver to the Company any and all drawings, notes, memoranda, specifications, devices, formulas, and documents, together with all copies thereof, and any other material containing or disclosing any Proprietary Information or Third Party Information of the Company. I further agree that any property situated on the Company's premises and owned by the Company, including disks and other storage media, filing cabinets or other work areas, is subject to inspection by Company personnel at any time with or without notice. Prior to leaving, I will cooperate with the Company in completing and signing the Company's termination statement, on completion of which, will the Company be able to release all dues payable to me under the Employment Agreement.
5. **LEGAL AND EQUITABLE REMEDIES.** Because my services are personal and unique and because I may have access to and become acquainted with the Proprietary Information of the Company, the Company shall have the right to enforce this Confidentiality Agreement and any of its provisions by injunction, specific performance or other equitable relief, without bond and without prejudice to any other rights and remedies that the Company may have for a breach of this Confidentiality Agreement.

6. **NOTIFICATION OF NEW EMPLOYER.** In the event that I leave the employ of the Company, I hereby consent to notify my new employer of my rights and obligations under this Confidentiality Agreement.
7. **GENERAL PROVISIONS.**
 - 7.1 **Governing Law.** This Confidentiality Agreement will be governed by and construed according to the laws of India.
 - 7.2 **Dispute Resolution.** The Company and I hereby agree that we will, at all times, act in good faith, and make all attempts to resolve all differences howsoever arising out of or in connection with this Confidentiality Agreement by discussion.
 - 7.3 Notwithstanding the aforesaid provisions of Section 7.2, in the event of any breach or apparent breach by me of the provisions of this Confidentiality Agreement, the Company shall be entitled, in addition to all other remedies, to an injunction, whether interlocutory or preliminary, and to any other equitable relief, restraining any such breach, without recourse to arbitration. With respect to such proceedings and to any proceeding brought by Company against me arising from or related to this Confidentiality Agreement, the parties irrevocably submit to the jurisdiction of any competent courts situated in Mumbai, India and waive any objection to such proceedings on grounds of venue or on the grounds that the proceedings have been brought in an inconvenient forum.
 - 7.4 **Severability.** In case any one or more of the provisions contained in this Confidentiality Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect the other provisions of this Confidentiality Agreement, and this Confidentiality Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein. If moreover, any one or more of the provisions contained in this Confidentiality Agreement shall for any reason be held to be excessively broad as to duration, geographical scope, activity or subject, it shall be construed by limiting and reducing it, so as to be enforceable to the extent compatible with the applicable law as it shall then appear.
 - 7.5 **Successors and Assigns.** This Confidentiality Agreement will be binding upon my heirs, executors, administrators and other legal representatives and will be for the benefit of the Company, its successors, and its assigns.
 - 7.6 **Survival.** The provisions of this Confidentiality Agreement shall survive the termination of my employment and the assignment of this Confidentiality Agreement by the Company to any successor in interest or other assignee.

- 7.7 **Employment.** I agree and understand that nothing in this Confidentiality Agreement shall confer any right with respect to continuation of employment by the Company, nor shall it interfere in any way with my right or the Company's right to terminate my employment at any time, with or without cause.
- 7.8 **Waiver.** No waiver by the Company of any breach of this Confidentiality Agreement shall be a waiver of any preceding or succeeding breach. No waiver by the Company of any right under this Confidentiality Agreement shall be construed as a waiver of any other right. The Company shall not be required to give notice to enforce strict adherence to all terms of this Confidentiality Agreement.
- 7.9 **Entire Agreement.** The obligations pursuant to Section 1 of this Confidentiality Agreement shall apply to any time during which I was previously employed, or will in the future be employed, by the Company as a consultant if no other agreement governs nondisclosure during such period. This Confidentiality Agreement is the final, complete, and exclusive agreement of the parties with respect to the subject matter hereof and supersedes and merges all prior discussions between us. No modification of or amendment to this Confidentiality Agreement, nor any waiver of any rights under this Confidentiality Agreement, will be effective unless in writing and signed by the parties to this Confidentiality Agreement. Any subsequent change or changes in my duties, salary or compensation will not affect the validity or scope of this Confidentiality Agreement.

This Confidentiality Agreement shall be effective as of the first day of my employment with the Company, namely: **August 16, 2022.**

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SIGNATURE PAGE TO FOLLOW



I HAVE READ THIS CONFIDENTIALITY AGREEMENT CAREFULLY AND UNDERSTAND ITS TERMS.

~~Harikrishna~~
Harikrishna Abbidi (Jul 22, 2022 19:25 GMT+5.5)

Harikrishna Abbidi, Signature

Harikishna Abbidi

Harikrishna Abbidi, Printed Name

Jul 22, 2022

Date

ACCEPTED AND AGREED BY:

VEEVA SYSTEMS INDIA

Michele O'Connor

VP, Chief Accounting Officer, Veeva Systems Inc



CASH BONUS PROGRAM

Upon acceptance of employment with Veeva Systems Inc. ("Veeva") or a subsidiary of Veeva Systems Inc., you will be eligible to participate in the company's cash bonus program as further described below.

- 1. Cash Bonus:** Your annual **Cash Bonus** totals **10%** of your annual base salary. The cash bonus will be paid out quarterly based on our fiscal year. The cash bonus will be prorated according to the start date.

The salary threshold which determines your participation in the Cash Bonus Program will be reviewed at the start of each fiscal year.

Eligibility for the Cash Bonus Program ends when your employment with Veeva or a subsidiary of Veeva ends. The eligibility to participate in the cash bonus program constitutes a guarantee of continued employment. The cash bonus program described above is an additional benefit that may be given to you by Veeva Systems Inc. and not by any subsidiary which may employ you.

Vivian Welsh
Chief People Officer
Veeva Systems Inc.



26-Aug-2021

Dear Komatireddy Reddy,
B.E., Electronics & Communication Engineering
Chaitanya Bharathi Institute of Technology

Candidate ID – 15087987

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:

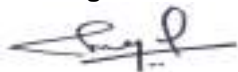
a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal on-the-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.

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:

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

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

18. Dispute Resolution and Governing law

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

19. General

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

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

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

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

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

Sign: _____
Name:

Sign: _____
Name:



27-Apr-2021

Dear Tharun Thota,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Inst of Technology, Hyderabad

Candidate ID – 15088002

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. 450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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:

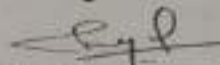
a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal on-the-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.

b) The Cognizant Internship or the Continuous Skill Development (CSD) completion 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://campus2.Cognizant.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: Tharun Thota

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.

1st June 2021

KRISHNA SANDEEP REDDY NALLAMILLI,

VILLA NO - 33
SUBISHI'S WATER FORD
LUXURY HOMES, MOKILA,
TELANGANA - 501203,

Dear KRISHNA SANDEEP REDDY N,

We are pleased to make an offer to you as a "Management Trainee - Business Development" for Reliable Technosystem (I) Pvt Ltd (RTS). In that capacity, you will undertake such duties and responsibilities as your project manager and the executive management of RTS directs from time to time.

General Conditions of Employment:

1. Your employment location will be:

Operations Office: Level 2, Plot no: 47, Lumbini Avenue, BricMor Infra Building, Backside Hyderabad Bicycling Club, Gachibowli, Hyderabad 500081.

Corporate Office: Level 2, Plot no: 47, Lumbini Avenue, BricMor Infra Building, Backside Hyderabad Bicycling Club, Gachibowli, Hyderabad 500081.

The job location specified above is the current location where it is anticipated that you will perform your work for us. It is expressly understood and agreed, however, that your job location may change from time to time at the discretion of RTS and that you may be required to travel or relocate to other locations in connection with RTS' business. RTS will not reimburse any business related/relocation expenses without prior written approval.

2. As a condition of your employment you agree that during your employment with RTS, you will not engage in any work, trade or business for your own account, or for or on behalf of any other person, firm or corporation other than RTS, as an employee, consultant, agent, contractor or otherwise.
3. Your compensation agreement will be as set forth in Exhibit "A" attached hereto and made part hereof in accordance with RTS' standard policy, and subject to all required deductions and withholdings.

All copyrights, patents, trademarks, trade secrets, other intellectual property rights and confidential and proprietary information of RTS are, and shall remain, owned exclusively by RTS. All materials created by you relating to the business of RTS shall be considered a "work made for hire". You agree to assign, upon request, to RTS any patent or patent application for any patentable materials created by you relating to the business of RTS and to provide reasonable support (at RTS expense) for RTS' prosecution of such patent.

RELIABLE TECHNOSYSTEMS INDIA PVT. LTD.

Plot no 47, Behind Hyderabad Bicycling Club, Lumbini Avenue, Gachibowli, Hyderabad,
Telangana-500.081, Tel: +91-8106485353, Fax: 040-23000430
E-mail: info@reliabletechsys.com, Web: www.reliabletechsys.com





Registered Address:

BITONIC TECHNOLOGY LABS PVT LTD

CIN NO: U72200KA2016PTC085486

B-9, 5th Floor, Brigade Summit, ITPL Main Road, Brigade Metropolis, Mahadevapura, Bangalore – 560048

Date: **19-Aug-2021**

Dear **Rohith Reddy S,**

Congratulations!

Bitonic Technology Labs Pvt Ltd is pleased to inform you that you have been selected for the position of **Software Engineer**. You will be based in **Bangalore**.

Your employment shall commence on **23-Aug-2021**. In the event you fail to join on or before **23-Aug-2021**, this offer shall stand terminated unless extended at the sole discretion of the Company. You must treat the details of this offer with utmost confidentiality.

Working Hours: You would be expected to work for 8 hours a day and 40 hours a week (Monday to Friday). The Company shall be free to amend and stagger the working hours in accordance with the business requirements. You will be required to work additional hours, as appropriate, to fulfill the responsibilities of your role.

Probation: Six (6) months from your joining date shall be your probation period. The Company or you may terminate your employment during the probation period by providing a notice of 15 days or salary in lieu thereof.

Background Verification: Employment with the Company is subject to successful completion of background verification prior to joining.

Compensation:

Base Salary (Fixed) - Your total base salary will be INR **500000/-** per annum. Refer **Annexure I** for detailed break-up of your compensation. Your compensation will be paid in regular installments in accordance with the Company's regular payroll process, and subject to applicable taxes and other withholdings. As an exempt employee, you will not be eligible for any overtime pay. This position is a full-time position and your regular salary will be prorated based on a 40 hour work week.

Provident Fund Scheme - You shall be eligible to participate in the Provident Fund Scheme set up by the Company. The Company's contribution to the Provident Fund is a part of the compensation.



Registered Address:

BITONIC TECHNOLOGY LABS PVT LTD

CIN NO: U72200KA2016PTC085486

B-9, 5th Floor, Brigade Summit, ITPL Main Road, Brigade Metropolis, Mahadevapura, Bangalore – 560048

Gratuity Scheme - You shall be eligible to participate in the Gratuity Scheme of the Company in accordance with the Company Policy in this regard.

Benefits:

Medical Insurance - This insurance provides Medical Insurance coverage to all employees and their eligible dependents (yourself, spouse, 2 children, and parents or in-laws).

Additional Agreements: As a condition of your employment, you agree to execute any additional agreements required by the Company including any agreements that relate to your confidentiality or intellectual property assignment obligations to the Company. You further agree that at all times during your employment (and afterwards as applicable), you will be bound by, and will fully comply with, these additional agreements.

Acceptance: Please confirm your acceptance of this Offer of Employment by signing and returning the duplicate copy.

We are excited by the prospect of you joining the Company.

Sincerely,

DocuSigned by:

414A3CB22B2B49F...

For Bitonic Technology Labs Pvt Ltd

Jay Prakash Sahal

(CFO)

For Employee:

Employee Name: Rohith Reddy S



Registered Address:

BITONIC TECHNOLOGY LABS PVT LTD

CIN NO: U72200KA2016PTC085486

B-9, 5th Floor, Brigade Summit, ITPL Main Road, Brigade Metropolis, Mahadevapura, Bangalore – 560048

ANNEXURE I

CTC Break Up:

Gross salary per month	41667		
Components In salary	Percentage	Per month	Per annum
Basic Salary	40%	16667	200000
HRA	16%	6667	80000
Special Allowances		9744	116933
Leave Travel Allowance (Optional)		1389	16667
Books & Periodicals (Optional)		2000	24000
Telephone & Internet Reimb (Optional)		1000	12000
Sodexo Allowance (Optional)		2200	26400
Employer PF contribution	12.00%	2000	24000
Gross Salary		41667	500000
CTC			500000

Deduction from above will be

Employee PF Contribution -12% of Basic

Professional Tax as applicable

Income Tax- as applicable

Variable Pay as applicable

FBP is optional, if not taken it would be a part of special allowance

* LTA- Maximum 1-month employee Basic Salary

* Telephone & Internet Rem.- Maximum limit Rs. 1,000/- p.m

* Sodexo- Instead of cash employee gets amount on Meal card

[IM] - [Chittemsetty Sai Gowtham] Offer Letter

<p>Company name Immutable Ren Labs LLP</p> <p>Company address NYN Arcade, First Floor, Opp Euro School, Gachibowli, Hyderabad - 32</p> <p>Company ID no. PAN: AAUFV5249C</p> <p>Hereinafter referred to as Sender, Company</p>	<p>Full name Chittemsetty Sai Gowtham</p> <p>Address 11-9-64, Burhan Puram, Khammam Town, Khammam, Telangana - 507001</p> <p>National ID no. Aadhaar - 523937223668 PAN - CCIPC9583N</p> <p>Hereinafter referred to as Recipient, Employee</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Dear CHITTESETTY SAI GOWTHAM:

We are pleased to offer you the position of REACT DEVELOPER with IMMUTABLE REN LABS LLP.

You may indicate your agreement with these terms and accept this offer by signing and dating this agreement by 04/06/2022.

If you choose to accept this offer, you will start on 06/06/2022.

The following are the details of your new employment:

1. Position, Schedule & Location

- 1.1. Job title - Your title will be REACT DEVELOPER, and you will report to Savinay P, CTO - CF Product.
- 1.2. Working schedule - This is a full-time position requiring approximately 40-48 hours per week. You are not allowed to work on any other positions/ projects while working with us, except pro bono open source contributions. Your regular weekly schedule will be discussed and agreed upon along with your direct Mentor.
- 1.3. Your base work location is our Gachibowli office in Hyderabad. We have taken measures to stay Covid-safe while working from our office at Gachibowli and we expect you to adhere to the health protocols stringently

2. CTC:

- 2.1. Your annual compensation is INR 16,00,000 per annum, the detailed structure is as per the attached *table below*.

COST TO THE COMPANY

COMPENSATION DETAILS	Annual (INR)	Notes
Monthly Gross Salary	1,20,000	
Less Monthly Deductions		
PF Employee Contribution	-	
ESI Employee Contribution	-	



Professional Tax	-	
Labour Welfare Fund	-	
Income Tax (TDS) as applicable	-	
Monthly Net Salary	1,20,000	
Plus Monthly Benefits		
PF Employer Contribution	-	
ESI Employer Contribution	-	
Labour Welfare Fund		
Monthly CTC	1,20,000	
Annual Fixed Pay	14,40,000	
Other Yearly Benefits		
Potential Bonus	1,01,000	7% of Annual Gross
Medical Insurance Premium	24,350	Group Health Insurance coverage of 5 Lacs for Self + Spouse + up to 4 dependent children
Gratuity Plan	34,650	As per Gratuity Act
Annual CTC	16,00,000	

2.2. Bonus potential:

2.2.1. Above Annual CTC includes gratuity, medical insurance, and a potential performance bonus component of 7 %.

2.2.2. Actual bonus (if any) will vary based on objective or subjective criteria established by the Company's Chief Executive Officer for that period and approved by the Company's Board of Directors.

2.2.3. You will be eligible to be considered for the bonus for a particular fiscal year (ending 31-March), only if you are employed with the Company for at least 6 months of that fiscal year. Any bonus for a particular fiscal year will be paid within 3 months after the close of that year , but only if you are still employed by the Company at the time of payment.

2.2.4. Incentive Bonus, if any, shall be fully tax deducted at source, based on applicable tax slab, without consideration of any tax planning. The determinations of the Company's Board of Directors with respect to your bonus will be final and binding.

2.3. **Employee benefits** - As a regular Employee of the Company, you will be eligible to participate in a number of Company-sponsored benefits. The Company offers a comprehensive employee benefits program, including:



2.3.1. Leave policy - You will be eligible for [18] days of leaves per year. These leaves are inclusive of sick days and additional to bank holidays and days that the company does not operate.

2.3.2. Private health and dental insurance plan - As all Company employees, you will be eligible for the private health insurance plan we provide. Specific terms and conditions shall be communicated later.

2.4. 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.

2.5. 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.

3. Probation Period, Confirmation, Termination

3.1. The company follows a standard probation policy to review the performance and suitability of the employee. You shall be on probation for an initial period of three (3) months, during which period, your performance, punctuality, discipline, and job fitment will be monitored.

3.2. Your probation period may be auto-extended for a further period of three (3) months unless you are confirmed by Management in writing. There shall be no notice for termination nor any termination benefits during the probation.

3.3. The term of employment shall commence on your date of joining the Company. During the probation period, your written notice period shall be 30 days. Your written notice period after probation is 60 days. Subsequent to your confirmation, you will be with us for a Minimum Period of 2.5 years after the probation period, unless terminated by the Company.

4. Entire Offer Letter, Privacy & Confidentiality Agreements

4.1. This entire offer letter is subject to a background check by an independent agency and to the authenticity of various submissions/ discussions during the interview process.

4.2. As discussed, you have agreed to keep this letter and the information received during the interview process absolutely confidential and shall not be disclosed to anyone.

4.3. 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.

4.4. 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.

5. 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. 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.

Upon your acceptance of this employment offer, the Company will provide you with the detailed Appointment Letter and instructions at the time of your joining.

This offer by us is contingent upon our receipt and verification of the following documents:



Document Information	Proof of Document/s	Status
Employment Documents	a. Experience Letters from all the previous employers b. Relieving Letters from all the previous employers	Completed
Salary Confirmation Documents	a. Pay slips - Last 3 months b. Latest Salary Increment letter c. Form 16 Latest from the last employer	Completed
Education Documents	a. Highest Degree / Qualification certificates b. 12th Class / Intermediate Marks Sheet c. 10th Class Marks Sheet	Pending
Identification & Address Proof Document	Any two of the following documents a. Aadhaar Card b. PAN Card c. Passport d. Election Card / Voter ID e. Any ID proof issued by Govt.	Completed
Personal References	Any two contacts a. Name b. Relationship with the candidate c. Email Id d. Mobile Number e. Address	Pending
Professional References	Any two contacts a. Name b. Relationship with the candidate c. Email Id d. Mobile Number e. Address	Pending



As a firm, we focus on workplace culture. We urge every employee to demonstrate the below LIT values in our everyday work.

- LISTENING: Be genuinely concerned about other people's needs. Listen well. Put families first.
- IP DRIVEN: Keep the focus on the Intellectual Property part of the business value chain. Outsource everything else and stay lean. We need to select what shortfalls we act upon and which ones we don't care for (this second list has to be multiple X longer).
- TRACTION: Opposite of distraction is not focus but it is Traction in a particular direction. Well-chosen bold goals have the power to create that traction and align teams to the purpose.

Welcome aboard!!!

<p>On behalf of Immutable Ren Labs LLP</p> <p>Representative title CTO - CF Product</p> <p>Company representative Savinay P</p> <p>Email savinay@immutableworks.com</p> <p>IP Address 49.37.179.32</p>	<p>On behalf of Chittamsetty Sai Gowtham</p> <p>Personal title Mr.</p> <p>Full name Chittamsetty Sai Gowtham</p> <p>Email saigowthamch@gmail.com</p> <p>IP Address 117.98.135.121</p>
 <p>Signed digitally with SMS verification 3 June 2022 at 14:29:04 UTC</p>	 <p>Signed digitally with SMS verification 3 June 2022 at 13:14:17 UTC</p>



SAI GOWTHAM CHITTEMSETTY

✉ saigowthamch@gmail.com

☎ +91 7095870329

🌐 [gowtham118](#)

🌐 [Sai Gowtham Chittemsetty](#)

WORK EXPERIENCE

FLASH TECH Co.

FRONT END DEVELOPER

📅 October 2021 — Present 📍 Remote

Developed, Debugged and Maintained ecommerce websites. Deployed qa and production builds for all the websites mentioned.

- [wigme.com](#) | Next.js | Ecommerce store
 - Refactored 20k+ lines of legacy code
 - Implemented atomic folder structure.
 - Extracted single large files into multiple reusable components.
 - Built a higher order component to handle all the actions.
 - Abstracted repetitive code.
 - Converted CSS and inline CSS to external sass.
 - Worked closely with design & backend teams to implement
 - New Cart Drawer & Order Details page from scratch.
 - Revamped the design of My Orders page & Checkout flow.
 - Generated dynamic invoices using react-pdf.
 - Created Order tracking progress bar.
- [omnycomm.com](#) | React.js | Content Management System for admins.
 - Solved critical bugs, Added features on clients' requirements.
- Self-Managed ,Solved bugs and Developed features for
 - [kuwait.wigme.com](#) , [bahrain.wigme.com](#), [kryptonworld.com](#) , [wigmeb2b.com](#) , [b2b.wigme.com](#)

Framework & Tools: Next.js , React.js , SCSS , Redux , Ant Design, VSCode, Git/Github , RESTful APIs.

COGNIZANT

APPLICATION DEVELOPMENT & MAINTENANCE

📅 April 2021 — October 2021 📍 Remote

- Got trained in HTML, CSS, JavaScript, C#, .NET Framework, Agile.
- Worked on numerous industry standard assignments and helped my peers with the same.

INTERESTS

Blockchain, NFTs, Basketball, Badminton , Table Tennis , Trading.

AWARDS & ACHIEVEMENTS

Web Development Hackathon

- Team College Rank 1

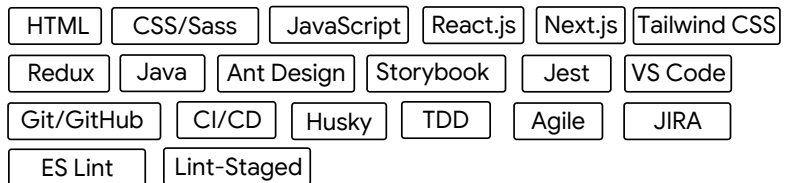
Best Startup Idea - DesiColab

- India Rank 6

Epass Scholarship

- Got funded by government for bachelors tuition based on merit.

TECHNICAL SKILLS



PROJECTS

Flash Analytics, Flash Hire

- Landing page from Figma design mockups from scratch.
- Deployed to custom domain hosted in firebase.
- Implemented CI/CD using Github actions.
- Highlights: reusable components, responsive design, TypeForm.

Languages & Tools: React.js , HTML/SCSS, JavaScript , AntD

Mini-Social-Media Application

- Developed Frontend with NextJs and backend with NodeJs.
- WebSockets with Socket.io for real-time communication

Languages & Tools: React.js , Next.js, MongoDB, HTML/SCSS, JavaScript ,Socket.io

EDUCATION

Bachelors of Engineering, Electronics and Communication Technology

Chaitanya Bharathi Institute of Technology

📍 Hyderabad, India

Graduation Year: 2021

Grade: 7.7 / 10CGPA





భారత ప్రభుత్వం
Unique Identification Authority of India
Government of India

సంఖ్య/ Enrolment No.: 2052/50809/41323

Download Date: 28/09/2018

To
 చిట్టెంశెట్టి సాయి గౌతం
 Chittamsetty Sai Gowtham
 S/O Venkata Narayana
 11-9-64
 BURHAN PURAM
 KHAMMAM TOWN
 Khammam
 Khammam Andhra Pradesh - 507001
 9440421816

Download Date: 18/12/2018

Signature valid



QR Code with Photo/Signature

మీ ఆధార్ సంఖ్య / Your Aadhaar No. :

5239 3722 3668

VID : 9101 8365 2338 6984

నా ఆధార్, నా గుర్తింపు



భారత ప్రభుత్వం
Government of India



చిట్టెంశెట్టి సాయి గౌతం
 Chittamsetty Sai Gowtham
 పుట్టిన తేదీ/DOB: 06/05/2000
 పురుషుడు/ MALE



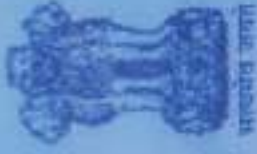
5239 3722 3668

VID : 9101 8365 2338 6984

నా ఆధార్, నా గుర్తింపు



आयकर विभाग
INCOME TAX DEPARTMENT



भारत सरकार
GOVT. OF INDIA



नाम / Name

CHITTEMSETTY SAI GOWTHAM

पिता का नाम / Father's Name

CHITTEMSETTY VENKATA
NARAYANA

जन्म की तारीख /
Date of Birth

06/05/2000

स्थायी लेखा संख्या कार्ड
Permanent Account Number Card

CCIPC9583N



02062019

Ch Sai Gowtham

हस्ताक्षर / Signature

Pay Slip

8th May 2022



Flash Tech Company

Issued to:

Name: Sai Gowtham Chittamsetty
Designation: Frontend Developer
Company: Flash Tech Company,
Ahmedabad India

Issued By:

Name: Lavina Nembhani
Designation: HR Manager
Company: Flash Tech Company,
Ahmedabad India

Date	Invoice Month	Amount (INR)	Status	Transfer Type
7th May 2022	April, 2022	94,000.00	Paid	Bank Transfer

Authorized Signature:

Lavina Nembhani

Pay Slip

8th April 2022



Flash Tech Company

Issued to:

Name: Sai Gowtham Chittamsetty
Designation: Frontend Developer
Company: Flash Tech Company,
Ahmedabad India

Issued By:

Name: Lavina Nembhani
Designation: HR Manager
Company: Flash Tech Company,
Ahmedabad India

Date	Invoice Month	Amount (INR)	Status	Transfer Type
7th April 2022	March, 2022	96,800.00	Paid	Bank Transfer

Authorized Signature:

Lavina Nembhani

Pay Slip

8th March 2022



Flash Tech Company

Issued to:

Name: Sai Gowtham Chittamsetty
Designation: Frontend Developer
Company: Flash Tech Company,
Ahmedabad India

Issued By:

Name: Lavina Nembhani
Designation: HR Manager
Company: Flash Tech Company,
Ahmedabad India

Date	Invoice Month	Amount (INR)	Status	Transfer Type
7th March 2022	February, 2022	93,200.00	Paid	Bank Transfer

Authorized Signature:

Lavina Nembhani

Pay Slip

8th February 2022



Flash Tech Company

Issued to:

Name: Sai Gowtham Chittamsetty
Designation: Frontend Developer
Company: Flash Tech Company,
Ahmedabad India

Issued By:

Name: Lavina Nembhani
Designation: HR Manager
Company: Flash Tech Company,
Ahmedabad India

Date	Invoice Month	Amount (INR)	Status	Transfer Type
7th February 2022	January, 2022	96,000.00	Paid	Bank Transfer

Authorized Signature:

Lavina Nembhani

Pay Slip

8th January 2022



Flash Tech Company

Issued to:

Name: Sai Gowtham Chittamsetty
Designation: Frontend Developer
Company: Flash Tech Company,
Ahmedabad India

Issued By:

Name: Lavina Nembhani
Designation: HR Manager
Company: Flash Tech Company,
Ahmedabad India

Date	Invoice Month	Amount (INR)	Status	Transfer Type
7th January 2022	December, 2021	94,000.00	Paid	Bank Transfer

Authorized Signature:

Lavina Nembhani

Pay Slip

8th December 2021



Flash Tech Company

Issued to:

Name: Sai Gowtham Chittamsetty
Designation: Frontend Developer
Company: Flash Tech Company,
Ahmedabad India

Issued By:

Name: Lavina Nembhani
Designation: HR Manager
Company: Flash Tech Company,
Ahmedabad India

Date	Invoice Month	Amount (INR)	Status	Transfer Type
7th December 2021	November, 2021	77,800.00	Paid	Bank Transfer

Authorized Signature:

Lavina Nembhani

Pay Slip

8th November 2021



Flash Tech Company

Issued to:

Name: Sai Gowtham Chittemsetty
Designation: Frontend Developer
Company: Flash Tech Company,
Ahmedabad India

Issued By:

Name: Lavina Nembhani
Designation: HR Manager
Company: Flash Tech Company,
Ahmedabad India

Date	Invoice Month	Amount (INR)	Status	Transfer Type
7th November 2021	October, 2021	78,000.00	Paid	Bank Transfer

Authorized Signature:

Lavina Nembhani

June 03, 2022

SUB: EXPERIENCE LETTER

This is to certify that **Mr. Sai Gowtham** has worked with Flash Tech Co. as a Frontend Developer from 1st October 2021 to 31st May 2022.

During his tenure, he worked on the following:

- Developed, Debugged and Maintained websites which are implemented using NextJS , ReactJs , SASS , React-Redux , Redux , Antd and handling data from RESTful APIs.
- Built landing pages from figma design for other business verticals and deployed them for custom domain hosted in firebase.
- Deployed QA and production builds for our client's e-commerce websites
- Refactored 20k+ lines of legacy code
 - Implemented atomic folder structure.
 - Extracted single large files into multiple reusable components.
 - Built a higher order component to handle all the actions.
 - Abstracted repetitive code.
 - Converted css and inline css to external sass.
- Worked closely with design & backend teams to implement
 - New Cart Drawer & Order Details page from scratch.
 - Revamped the design of My Orders page & Checkout flow.
 - Generated dynamic invoices using react-pdf.

As a Frontend Developer, he represents the qualities of a quintessential developer. His astute understanding makes him incredibly effective and proficient at fulfilling his responsibilities. We found Sai Gowtham to be exceptionally diligent and hardworking. He was also willing to put in efforts to increase his knowledge in the field and we found his contribution to the company very valuable.

We at Flash Tech Company wish him all success in his life.

Sincerely,



Lavina Nembhani
HR Manager
Flash Tech Company

Flash Tech Company















813-814, Arista Business Space, Sindhu Bhavan Road, Thaltej, Ahmedabad-380054

Website: www.flash-tech.co/



DOCUMENT TITLE:

[IM] - [Chittemsetty Sai Gowtham] Offer Letter

What?	Who?	When?
 Signed & sent	 savinay@immutableworks.com	3 Jun 2022 14:29:04 UTC
 Viewed	 savinay@immutableworks.com	3 Jun 2022 14:28:38 UTC
 Signed & sent	 saigowthamch@gmail.com	3 Jun 2022 13:14:17 UTC
 Saved as pdf	 saigowthamch@gmail.com	3 Jun 2022 12:59:39 UTC
 Viewed	 saigowthamch@gmail.com	3 Jun 2022 12:58:47 UTC
 Sent for signature	 hr@immutableworks.com	3 Jun 2022 12:58:10 UTC
 Created	 hr@immutableworks.com	3 Jun 2022 12:58:10 UTC

2020-21

301



22-Mar-2021

Dear Saiprathap Reddy Vadicherla,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Institute of Tech, Hyderabad

Cognizant
V. SAI PRATHAP REDDY
1601177 35040
Vadicherlasaiprathap@gmail.com
7993772334
ECE-1

Candidate ID – 15087992

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. 450,740/-. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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.

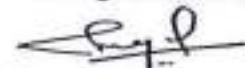
3.3 GenC Training Post joining:

- 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 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: Saiprathap Reddy Vadicherla

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.

July 16, 2021

HRD/3T/1001721931/21-22

Mr. Sohail Shaik
5-417/1, near Aakanksha high school
Haliya
Nalgonda-508377
India

Ph: +91-9989780054

Dear Sohail,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

HRD/1001721931/21-22

July 16, 2021

Mr. Sohail Shaik
5-417/1, near Aakanksha high school
Haliya
Nalgonda-508377
India

Ph: +91-9989780054

Dear Sohail,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer** .

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **09-Aug-2021**.

Location

Your location of training is **MYSORE, India** . The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

Training

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/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.

Probation and Confirmation

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. 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 in Annexure - IV.

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, during probation. On confirmation as a permanent employee you will be eligible for 20 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 **Systems Engineer** 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 Infosys from the date of your joining and up to a period of 12 months 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. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month**. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross 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.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 2021-22 will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company Intranet, based on your preferences and income tax plans

National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV 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 (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of INR 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250** .

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, 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 or salary thereof. On confirmation, you will be required to give three month's 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.

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 Infosys requires you to furnish a copy of your passport at the time of joining. 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 Infosys. 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 **Systems Engineer** 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 in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 Infosys.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. 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, on the Intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure-III).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

ANNEXURE - I
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Sohail Shaik			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
1. MONTHLY COMPONENTS				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
MONTHLY GROSS SALARY				22,328
2. ANNUAL COMPONENT				
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)				150
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
FIXED GROSS SALARY (1+2+3)				25,000
TOTAL GROSS SALARY				25,000
OTHER BENEFITS				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time				
*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act				

ANNEXURE - II
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	Mr. Sohail Shaik
ROLE	Systems Engineer
ROLE DESIGNATION	Systems Engineer Trainee
1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	22,328

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary*	722
FIXED GROSS SALARY (1+2+3)	25,000

4. INCENTIVE COMPONENTS	At an indicative Payout of 5%	At indicative Payout of 10%	At indicative Payout of 20%
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	1,250	2,500	5,000
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)	26,250		
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)	27,500		
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)	30,000		

OTHER BENEFITS				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time

*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act



22-Mar-2021

Dear Shashivardhan Reddy Kaveli,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Institute of Tech,Hyderabad

Candidate ID – 15087996

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.450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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.

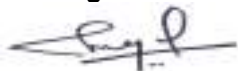
3.3 GenC Training Post joining:

- 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 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: Shashivardhan Reddy Kaveli **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.



27-Apr-2021

Dear Shiva Kumar Reddy Nareddy,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Inst of Technology,Hyderabad

Candidate ID – 15088098

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.450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

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

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

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

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

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

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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: Shiva Kumar Reddy Nareddy **Designation:** Programmer Analyst Trainee

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*** **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.



Infor (India) Pvt Ltd.
The Skyview, Tower 10, Floor 4/5/6/7,
Sy.No. 83/1, Madhapur, Next to Biodiversity Park,
Raidurgam Village. Serilingampally Mandal,
Ranga Reddy, Telangana, 500081
E-mail: infor-indiapvt.ltd@infor.com,
Web: www.infor.com
CIN: U74100TG1989PTC017283

11 August 2021
Hyd/HR/R&S/AL/21/122333/552

Shravan Kumar Goud Kalali
H.No-4-7-24/n/4/112, Road Number: 6 ,
Vasantha Nagar Colony, Bypass Road,
Sangareddy, Telangana - 502001

Dear Shravan,

We are very pleased to confirm your employment on the terms and conditions set out below: -

- 1. Position:**
 - a. Infor (India) Private Limited. ("the Company") will employ you in the position of "**Consultant, Associate**".
 - b. Your commencement date with the Company to be confirmed but no later than **11th August 2021**.
 - c. You are required to observe the rules of the Company contained in the Employee Handbook of the Company or otherwise issued by the Company.
 - d. You agree to, at all times, use your best endeavors to promote and protect the Company's general interests, profitability and reputation.
- 2. Probation:**
 - a. You will be on probation for a period of 180 days from your date of joining. During this period your services may be terminated on 60 days notice. Your employment will automatically be confirmed after completion of the probation period, unless otherwise stated by the Company
- 3. Hours of Work and Location:**
 - a) Your official working hours is from 8:30 a.m. to 5:30 p.m., Monday to Friday, (including half an hour lunch) each day. However, in order to perform the requirements of the position effectively, you agree to work any additional hours necessary to perform your job effectively and your salary represents payment for all those additional hours worked.
 - b) Your principal place of work will be Infor Hyderabad office. However, you may be required to undertake work related travel. The Company also reserves the right to relocate you to a new workplace according to business requirement.
 - c) Your job assignment may require you to be outside India where the Company may have its business. You may be required to stay abroad continuously for long duration of time.



- 4. Remuneration:**
- a) Your base salary will be **INR 400008** per annum (Rupees Four Lakh Eight only), payable over 12 months as per the annexure 1 enclosed. Your Salary will be paid directly to the designated bank account and will be paid in Indian Rupees.
 - b) Your annual variable payment will be INR 40000/- per annum (Rupees Forty Thousand per annum) payable based on Performance and target achievement. Your annual OTE will be INR 440008/- per annum (Rupees Four Lakh Forty Thousand and Eight Only) Salary will be paid directly to the designated bank account and will be paid in Indian Rupees.
 - c) Performance reviews usually take place annually. Salary increases and the effective date of such increases are based on job performance and other relevant factors determined by the management at its sole and absolute discretion.
 - d) Taxes as applicable would be deducted at source as per prevailing Indian Statute(s).
- 5. Benefits:**
- a) The Company provides for accident insurance of INR 25,00,000/- (Rupees Twenty Five Lacs Only) for the employee and Life coverage of INR 20,00,000/- (Rupees Twenty Lacs Only) or 2 times Annual CTC whichever is maximum.
 - b) Group medical insurance of INR 5,00,000/- (Rupees Five Lacs Only) for the employee and five nominated dependents as per Company policy.
 - c) You will be entitled to Gratuity and other allowances as per prevailing Act(s).
- 6. Expenses:**
- a. The Company will reimburse you for all reasonable expenses actually incurred by you in the course of your employment in accordance with Company policy. You will be required to produce appropriate documentary evidence of these expenses wherever appropriate.
- 7. Annual Leave:**
- a. You shall be eligible for annual leave also termed as Privileged leave or earned leave and general leave in accordance with the Company's policies.
- 8. Termination of Employment:**
- b. If at anytime, in the opinion of the Company, which shall be final, you are deemed insolvent or are found to be guilty of dishonesty, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or of any conduct unbecoming of the status and the post you hold in the Company's interests or of violation of one or more terms of this letter, your services may be terminated immediately without any prior notice.
 - c. Subject to above clause and on confirmation of employment, termination of services will be 60 days notice in writing, on either side. You will not be permitted to adjust any accrued leave against the notice period. The Company reserves the right to offer base salary in lieu of notice. In case you do not give the required notice or stop attending work during the notice period, the Company reserves the right to withhold the final settlement and relieving letter and to take necessary legal action.



9. **Protection of Company Property**
- a. In case you leave the employment of the Company for any reason other than being transferred to another Company in the group, you shall not compete with the Company for a period of one year thereafter.
 - a. You will be required to sign an agreement, INFOR Employee Invention Assignment and Confidentiality Agreement undertaking to protect the property, assets and other Company materials, including confidential materials and matters, which may come into your possession whilst employed by the Company along with this.
 - b. As an employee of the Company, you will be required to protect the reputation, creditability and integrity of Infor (India) Private Limited with your colleagues, prospects, customers, business partners, 3rd party vendors, and or INFOR's associates. Failure to observe these regulations or any of your actions causing damages to INFOR's image may involve immediate termination of this agreement with Infor (India) Private Limited, without any notice.

10. Confidentiality

You agree to maintain all information which may be disclosed to You concerning management processes and technology, marketing or financial and information of the Company or any business entity affiliated with the Company and information relating to the products, procedures, business and services of the Company (the 'Confidential Information'), in the strictest confidence and agrees not to disclose, directly or indirectly, in any manner, any Confidential Information to any person inside or outside the Company without the prior written consent of the Company or to use any Confidential Information in competition with the Company or for any purpose other than the performance of Your duties and obligations under this Letter. You specifically agree that this obligation will survive the termination of the termination of Your employment with the Company. You are required to enter into a separate confidentiality agreement with the Company in the form attached to this Contract as Annexure -2.

11. Training

It is the policy of the Company to provide continuous on-the-site training. The Company may also require You to undertake an off-site training program if the Company considers it appropriate.

12. Others:

- a) Your employment is contingent upon submitting a medical certificate of fitness from a registered medical practitioner and having furnished correct information regarding your past service and other academic records.
- b) You will not be permitted to undertake any other full time or part time, employment or engage in any external activities of a commercial nature without prior written approval.
- c) You confirm that there is not litigation / conviction against you before any Court of law which involves any criminal offence or offences involving moral turpitude.
- d) You will be required to apply and maintain the highest standards of personal conduct and integrity and keep yourself informed and comply with all Company policies and procedures.



- e) The Company shall conduct a background and reference check as per company policy and this offer is conditional upon the result of such checks. In the event if the results of such checks are unsatisfactory on any account, the Company may, in its sole discretion, revoke this offer at any time.
- f) The Company reserves right to change the policies and procedures from time to time

Your signature below will acknowledge your understanding and agreement to this offer of employment. Duly signed acceptance to this Employment Agreement is requested within seven (7) days from the date of this letter otherwise this offer is deemed as void and null. The Company reserves the right to withdraw this offer without further notice if not accepted by you by this time or if any representations (e.g. job references, education) cannot be verified

Please acknowledge your acceptance of employment with the Company on the foregoing terms and conditions by signing on the space provided below and returning it to us. You may please keep the second copy for your record.

Yours sincerely,
Infor (India) Private Limited

Renu Ganotra
Senior Director HR, India

Employment confirmed and accepted by:

Name: Shrawan Kumar Goud Kalali
Date: 08/11/2021

I, kalali shrawan kumar goud acknowledge that:

All representations, whether oral or in writing, made by me when applying for this position about my qualifications and experience are true and correct and I have not deliberately failed to disclose any matter which may have materially influenced the Company's decision to employ me.

[Signature]

08/11/2021

[Date]



Annexure – I

SALARY STACK-UP

Name	Shravan Kumar Goud Kalali
Basic (Per Month)	15000/-
H R A (Per Month)	6000/-
C P F (Per Month)	1800/-
Lunch Subsidy (Per Month)	1100/-
Special Pay (Per Month)	9434/-
L T A (Per Annum)	0/-
Annual Base Salary (Per Annum) *A	400008/-
Variable Pay (Per Annum) *B	40000/-
Total - (A+B) Per Annum	440008/-

Other Benefits

Leave Encashment (Per Annum)	7500/-
Medical Insurance (Per Annum)	35000/-
Gratuity (Per Annum)	10227/-
Total Benefits (Per Annum) *C	52727/-

Cost To Company (CTC); (A+B+C) Per Annum = INR 492735/-

*Gratuity is paid as per prevailing gratuity act.

**Variable pay is payable upon target achievement.

08/11/2021



Annexure – 2

11th August 2021

EMPLOYEE INVENTION ASSIGNMENT AND CONFIDENTIALITY AGREEMENT

In consideration of and as a condition of my employment and/or continued employment with Infor (India) Private Limited., or its subsidiary or affiliate (the "Company"), I hereby represent to and agree with the Company as follows:

1. Purpose of Agreement. I understand that the Company is engaged in a continuous program of research, development, production and marketing in connection with its business and that it is critical for the Company to preserve and protect its Proprietary Information (as defined below), its rights in Inventions (as defined below) and in all related intellectual property rights. Accordingly, I am entering into this Agreement as a condition of my employment and/or continued employment with the Company, whether or not I am expected to create inventions of value for the Company.

2. Disclosure of Inventions. I will promptly disclose in confidence to the Company all inventions, improvements, designs, original works of authorship, formulas, processes, compositions or matter, computer software programs, databases and trade secrets (collectively and individually, "Inventions") that I make or conceive or first reduce to practice or create, either alone or jointly with others, during the period of my employment, whether or not such Inventions are patentable, copyrightable or protectible as trade secrets.

3. Work for Hire; Assignment of Inventions. I acknowledge and agree that any copyrightable works prepared by me within the scope of my employment are considered to be a work for hire under the Copyright Act and that the Company will be considered to be the author and owner of such copyrightable works. I agree that all Inventions that: (a) are developed using equipment, supplies, facilities or trade secrets of the Company, (b) result from work performed by me for the Company, or (c) relate to the Company's current or anticipated business, or research and development will be the sole and exclusive property of the Company and are hereby irrevocably assigned by me to the Company.

4. Assignment of Other Rights. In addition to the foregoing assignment of Inventions to the Company, I hereby irrevocably transfer and assign to the Company: (a) all worldwide patents, patent applications, copyrights, trade secrets and other intellectual property rights in any Invention; and (b) any and all Related Rights (as defined below) that I may have in or with respect to any Invention. "Related Rights" mean any rights to claim authorship of an Invention, to object to or prevent the modification of any Invention, or to withdraw from circulation or control the publication or distribution of any Invention, and any similar right, existing under judicial or statutory law of any country in the world, or under any treaty, regardless of whether or not such right is denominated or generally referred to as a related right. I also hereby forever waive and agree never to assert any and all Related Rights I may have in or with respect to any Invention, even after termination of my work on behalf of the Company.

5. Assistance. I agree to assist the Company in every proper way to obtain for the Company and enforce patents, copyrights, trade secret rights, intellectual property rights and other legal protections for the Company's Inventions in any and all countries. I will execute any documents that the Company may reasonably request for use in obtaining or enforcing such patents, copyrights, trade secrets, intellectual property rights and other legal protections. My obligations under this paragraph will continue beyond the termination of my employment with the Company. I appoint the Secretary of the Company as my attorney-in-fact to execute documents on my behalf for this purpose.

A handwritten signature in black ink, appearing to read "Penulianota", written over a horizontal line.

A handwritten signature in blue ink, appearing to read "Shrawan", with the date "08/11/2021" written below it, all enclosed within a vertical rectangular border.



6. Proprietary Information. I understand that my employment by the Company creates a relationship of confidence and trust with respect to any information of a confidential or secret nature that may be disclosed to me by the Company or which I may otherwise learn during the course of my employment that relates to the business of the Company or to the business of any subsidiary or affiliate, customer or supplier of the Company or any other party with whom the Company agrees to hold information of such party in confidence ("Proprietary Information"). Proprietary Information includes but is not limited to Inventions, marketing plans, product plans, business strategies, financial information, forecasts, personnel information and customer lists.

7. Confidentiality. At all times, both during my employment and after its termination, I will keep and hold all such Proprietary Information in strict confidence and trust, and I will not use, except as may be necessary to perform my duties as an employee of the Company for the benefit of the Company, or disclose any of such Proprietary Information without the prior written consent of the Company. Upon termination of my employment with the Company, I will promptly deliver to the Company and will not take with me any documents or materials or copies thereof containing any Proprietary Information.

8. No Breach of Prior Agreement. I represent that my performance of all the terms of this Agreement and my duties as an employee of the Company will not breach any invention assignment, proprietary information or similar agreement with any former employer or other party. I represent that I will not bring with me to the Company or use in the performance of my duties for the Company any documents or materials of a former employer that are not generally available to the public or have not been legally transferred to the Company.

9. Duty Not to Compete. I understand that my employment with the Company requires my undivided attention and effort. As a result, during my employment I will not, without the Company's express written consent, engage in any employment or business other than for the Company, or invest in or assist in any manner in any business which directly or indirectly competes with the business or future business plans of the Company.

10. Notification. I hereby authorize the Company to notify my actual or future employers of the terms of this Agreement and my responsibilities hereunder.

11. Non-Solicitation. During my employment and for a period of one year after termination of my employment with the Company, I will not directly or indirectly solicit or take away supplies, customers, prospects, employees or consultants of the Company for my own benefit or for the benefit of any other party.

12. Name & Likeness Rights, Etc. I hereby authorize the Company to use, reuse, and to grant others the right to use and reuse, my name, photograph, likeness (including caricature), voice, and biographical information, and any reproduction or simulation thereof, in any media now known or hereafter developed (including but not limited to film, video and digital or other electronic media), both during and after my employment, for whatever purposes the Company deems necessary.

13. Injunctive Relief. I understand that in the event of a breach or threatened breach of this Agreement by me the Company may suffer irreparable harm and may be entitled to injunctive relief to enforce this Agreement.

14. Governing Law; Severability. This Agreement will be governed and interpreted in accordance with the Laws of India and specifically in the State of Telangana, India without regard to or application of choice of law rules or principles. In the event that a court, arbitrator or other tribunal finds any provision of this Agreement to be illegal, invalid or unenforceable, then such provision shall not be voided, but shall be enforced to the maximum extent permissible under applicable law, and the remainder of this Agreement shall remain in full force and effect.

A handwritten signature in black ink, appearing to read 'Penulakonda', with a horizontal line underneath.

A handwritten signature in blue ink, appearing to read 'Shrawan', with the date '08/11/2021' written below it, all enclosed in a vertical rectangular box.



15. No Duty to Employ; At Will Employment. I understand that this Agreement does not constitute a contract of employment or obligate the Company to employ me for any stated period of time. I understand that I am an at-will employee of the Company and that either the Company or myself can terminate my employment at any time, for any reason or for no reason. This Agreement shall be effective as of the first day of my employment by the Company.

Accepted: *yes*

Employee Signature: *Shravan*

Printed Name: Shravan Kumar Goud Kalali

Shravan
08/11/2021

19-Jan-21

Srikanth Gunturu
8-7-177, Beside Head Post Office,
Station Road, Warangal, Telangana-506002

Letter of Offer

Dear **Srikanth Gunturu**,

We are pleased to extend offer to you for the position of “**Associate Member Technical Staff**” with Model N India Software Private Ltd to join us on **01-Jul-21**. You will be offered a CTC of **Rs. 7,28,000** per annum including **5%** bonus and additional benefits added in as per the below stack up. You will get the detailed appointment letter of the terms of the offer discussed with you on the date of your joining. Please let me know if you can wind up your prior commitments and join us by that date.

Please find below the components of your salary break-up:

Components	INR Per Annum
Basic salary (A)	3,50,000
HRA (B)	2,10,000
Employee Provident Fund and family pension fund (Company contribution) @12% on basic* (C)	42,000
Flexible components (Listed Below) (D)	98,000
Variable Compensation @ Target (5 % of Fixed Salary, A+B) (E) (Based on Company & Individual Performance)	28,000
Cost To Company (CTC)	7,28,000
RSU	USD 4000

All Payments shall be made net of applicable taxes including Income tax, Professions tax etc.

RSUs and ESPP

Model N management will recommend to the Compensation Committee of our Board of Directors that you be granted Restricted Stock Units (RSUs) with a value of **USD 4000**. The number of shares will be determined based on the average closing price of the month of hire. RSUs vest over a four-year period with 25% vesting on the first annual anniversary of the 15th day of the second month of the quarter of your start date and 6.25% vesting quarterly thereafter. In addition, as an employee of Model N, you will be eligible to participate in our Employee Stock Purchase Program (ESPP). The ESPP offers employees the opportunity to purchase Model N stock at a 15% discount using post-tax payroll deductions. Enrollment into the program occurs twice a year in February and August.

Model N

Flexible Compensation Components (D)

You may select from the following menu of flexible compensation components not to exceed a total of **Rs. 98,000** per annum. Conditions and limitations may apply.

Flexible Components	Description
Car Expense Reimbursement	Based on actual fuel bills for car owned by employees and used for office. Rs. 1800 per month if car engine capacity is up to 1600cc and Rs 2400 per month if engine capacity exceeds 1600 cc. RC book, fuel bills are required to be submitted.
Transport Allowance	1. For transportation expenses to and from the office, up to Rs. 2500 per month. 2. Employees can avail transport facility as per policy for commuting between home and office. This is subject to availability of vehicles on the requested routes. Transport/ Cab policy lays down the guidelines and the process.
Children Education Allowance	Rs. 100 per month per child for max of 2 children
Children Hostel Allowance	Rs. 300 per month per child for max of 2 children
Contribution to National Pensions Scheme (NPS)	10% of monthly Basic salary
Communication Expenses Reimbursement (telephone / mobile expenses)	Up to Maximum of Rs. 800 per month
Food vouchers/coupons	1. Food vouchers up to Rs. 2200 every month 2. Model N provides lunch in office at concessional cost and any changes therein will be updated from time to time.
LTA (Leave Travel Allowance)	Leave travel expenses will be reimbursed up to a maximum of Rs 50,000 per year subject to submission of proof of expenses and compliance with the rules laid down in the leave travel policy by the company
Flexi Component	Residuary amount to make up 100% of flexible component and fully taxed.
SUB TOTAL (Flexible)	98,000

Additional Components / Benefits

In addition to the RSUs mentioned above, you will be eligible for

- Leave Encashment as per policy
- Gratuity as per Employment Laws
- Medical (Family Floater) Insurance + Group Term Life Insurance as per company policy

Please reach out to us in case you have any questions. We look forward to having you onboard soon.

Yours faithfully,
For Model N India Software Pvt. Ltd



Rajalakshmi Sivanand
Senior Director – Human Resources

Modak Analytics LLP
The Platina,
Jayabheri Enclave, Phase 2,
Gachibowli,
Hyderabad 500 032.

+91 9701955900
www.modak.com

Dear Sunil Varma S S Rudraraju,

Mail I'd: ugs17051_ece.sunil@cbit.org.in
Contact Number: 9391809999

Thank you for exploring career opportunities with Modak Analytics LLP. You have successfully completed our selection process and we are pleased to make you an offer.

Modak Analytics LLP is pleased to offer as an Intern. If you accept this offer, you are expected to begin your internship with the Modak Analytics LLP from **24th May 2021** and will be paid **Rs.10200** per month during the Internship. You will be a part of the application development team at Modak Analytics LLP.

After internship your CTC including all benefits will be **Rs.4,00,000/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer letter by signing the offer letter. If not accepted within **1 day**, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

COMPENSATION and BENEFITS

Health Insurance Scheme- Modak Health Insurance Scheme (MHIS). It will cover you, your spouse and children under the age of 21.

* The above Health Insurance Scheme is subject to revision.

R.S.S. Sunil Varma
18/5/21

modak



PROBATION:

You shall be on a probationary period for initial Six months ("Probation Period"). Your performance will be reviewed at regular intervals during the probation period and at the end of the probation period. The decisions taken by Modak Analytics will depend on the evaluation of the outcome of this period. At its sole discretion, Modak Analytics may either

- (a) confirm your appointment if your performance is satisfactory
- (or) (b) extend your probation period for further evaluation (or)
- (c) terminate your employment with Modak Analytics, effective immediately, without any liabilities other than remuneration until the last date of employment.

TERMS AND CONDITIONS

1. **Non-Disclosure Agreement-** Modak Analytics works on very sensitive client data. As an employee of Modak Analytics you will be working on this data, and hence be required to sign an NDA with Modak Analytics.
2. **Employee Agreement:** From date of joining as an Intern you will need to give three years and three months of commitment. If you may leave before three years and three months from your date of Joining, you have to pay INR 5,00,000/- towards training cost to Modak Analytics LLP.
3. **Working Hours:** You may be required to work in shifts and/or in extended working hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.
4. **Mobility (Relocation):** Modak Analytics reserves the right to relocate 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.
5. **Compensation Structure/Salary components:** The compensation structure/salary components are subject to change as per Modak Analytics compensation policy from time to time at its sole discretion
6. **Increments and Promotions:** Effective on satisfactory performance and contribution to Modak Analytics. It will be an important consideration for salary increments and promotions, which is based on Modak Analytics Compensation and Promotion policy.

R.S.S. Sunil Varma
18/5/21

modak





7. Alternative Occupation/Employment: Either during the period of your traineeship or during the period of your employment as a confirmed employee of Modak Analytics, 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 Modak Analytics.

8. Confidentiality Agreement: As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of Modak Analytics and its clients.

9. Terms and Conditions: The above terms and conditions are specific to India and are to subject to change in case of deputation on international assignments.

10. Notice Period: Modak Analytics shall give 30 calendar days of notice or payment in lieu thereof if the employment is discontinued / terminated. No notice or payment in lieu thereof shall be payable by Modak Analytics when the employment is discontinued/terminated in case of any misconduct, either during the period of traineeship or upon completion of the trainee ship.

-During your tenure with Modak Analytics, you can terminate the appointment by giving 90 calendar days written notice.

-Modak Analytics, reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

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

12. Pre-employment Medical Certificate: You are required to submit a Medical Certificate of Fitness (in the format prescribed by Modak Analytics), which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

13. Employment of Foreign 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.

14. Background Check: Your association with Modak Analytics will be subject to a background check in line with Modak Analytics background check policy. An appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.

R.S.S. Sunil Varma
18/5/21

modak



-If the background check reveals unfavorable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

15. Submission of Documents: At the time of your joining, photocopies of the following documents should be submitted:

Please carry the original copies for verification.

-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.

-Degree certificate

-Birth Certificate/Proof of Age

-Work permit and/or any other documentation as prescribed by Government of India -Passport

-Six photographs

-An affidavit/ notarized undertaking 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 release letter from your previous employer

The original documents will be returned to you after verification.

16. Letter of Appointment: You will be issued a letter of appointment at the time of your joining and after completing joining formalities.

17. Rules and Regulations of the Company: Your appointment will be governed by the policies, rules, regulations, practices, processes, and procedures of Modak Analytics as applicable to you and the changes therein from time to time.

18. Compliance to all clauses: You must fulfil all the terms and conditions mentioned in this letter of offer. Failure to fulfil one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle Modak Analytics to withdraw this offer letter anytime at its sole discretion.

19. Withdrawal of Offer: If you fail to accept the offer from Modak Analytics within a day, it will be construed that you are not interested in this employment and the offer will be withdrawn by default.

R.S.Sunilvarma

18/5/21

modak





Post your acceptance of Modak Analytics' Offer letter, if you fail to join on the date assigned in the Modak Analytics offer will stand terminated by default at the discretion of Modak Analytics.

We are confident that you will make significant contributions to the success of the team and look forward to working with you.

Sincerely,

Aarti Joshi
Designated Partner
Modak Analytics LLP

I accept the offer as stated/outlined above.

Name: Sunil Varma S S Rudraraju Date: 18/5/21

Signature: R.S.S. Sunil Varma Place: Ravulapalem.

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Encl: Annexure 1: Increment during 3 years

No of months	Salary per annum (Rs.)	Performance_Bonus (Paid at the end of the period) (Rs.)	Total CTC(Rs.)
0-12 Months	400000		400000
12mths-24mths	450000	100000	550000
24mths-36mths	500000	100000	600000
36mths onwards	600000	100000	700000

R.S.S. Sunil Varma
18/5/21

modak





27-Apr-2021

Dear Tharun Thota,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Inst of Technology, Hyderabad

Candidate ID – 15088002

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. 450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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:

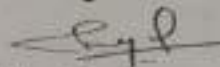
a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal on-the-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.

b) The Cognizant Internship or the Continuous Skill Development (CSD) completion 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://campus2.Cognizant.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: Tharun Thota

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.

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046389

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

OFFER & APPOINTMENT LETTER

Offer Release Date: September 21, 2021

**Dear Palle Vivek,
H.No. 3-4-6, patel pura, Siddipet, Medak,
Andhra Pradesh, India, 502103**

Dear **Palle Vivek**, service

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd (**herein referred as “HCL” or “Company”**), we are pleased to inform you that you have been selected for employment in our organization as Software Engineer in band E1.

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **September 23, 2021** at 9:00 A.M at the following address **Obsolete-Pune - BUSINESS BAY YERWADA** .Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure , BPO division etc. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **INR 4,75,000** per annum, outlined in [Annexure I](#).

You will be required to sign a service agreement of **24 months** with a surety amount of **INR 1.25 Lakhs**. This amount shall be payable to the Company only on the event of your separation from the company before **24 months** from the date of Joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in [Annexure II](#).

On the date of joining, you would be required to submit the documents listed in [Annexure III](#). Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

[Annexure IV](#) provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

HCL TECHNOLOGIES LTD.

Corporate Identification Number: L74140DL1991PLCO46388

B-39, Sector 1, NOIDA 201 301, UP, India.

T: +91 120 4024700, 3337000 F: +91 120 2425833

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,
For HCL Technologies Ltd.



Amrita Das

Vice President, Head-Global Rewards

Annexure 1**COMPENSATION PLAN**

COMPENSATION PLAN	
Name	Palle Vivek
Band	E1
Designation	Software Engineer
City	Pune(A008)
Monthly Components (in INR)	
Basic Salary	15,243
House Rent Allowance	7,622
Advance Statutory Bonus	-
Food Wallet	2,000
Holiday Allowance	4,166
Flexi Basket*	-
Compensatory Allowance	2,803
TOTAL: Monthly	31,834
TOTAL: Monthly Components : Annualized	382,006
Retirals & Other Benefits (in INR)	
Provident Fund	21,950
Medical Insurance Premium/ESIC	10,000
Gratuity	8,794
TOTAL : Retirals	40,744
Variable Components (in INR)	
Performance Bonus (in Rs.)	28,500
Engagement PB (paid monthly) @ 100% achievement levels	23,750
TOTAL: Variable Components	52,250
COST TO COMPANY	4,75,000
Flexi Basket Details	
	Max Sub limits (p.a.)
Fuel Reimbursement and Car Maintenance Charges	-
Leave Travel Assistance / Allowance	-
Car Lease Rental	-
TOTAL : Annual Flexi Basket	-

Employee has an option of availing all, some or none of the Flexi Basket across various components as per annual limits and entitlements mentioned in the CTC sheet. Based on the individual declaration and actual reimbursements, any unclaimed amount will be paid as taxable to the individual

Insurance & Medical Benefits (in INR)	Max Sub limits (p.a.)
Hospitalization cost reimbursement limit	360,000
Term life Insurance Cover	2,000,000
Disability cover due to accident (upto)	1,800,000

NOTE:

1. Flexi Basket is only applicable in E2+ employees
2. All salary components are governed by the company policies and statutory guidelines.
3. This salary sheet is strictly confidential and must not be discussed with anyone other than your HCLT Reporting Manager and/or your HR Manager.
4. Any personal tax liability arising out of compensation will be borne solely by the employee.
5. Gratuity to be payable as per act

ANNEXURE II

Welcome aboard...

It is often said that an organization can grow only if it empowers its employees to grow! At HCL, we consciously realize this fact and have developed a five-fold path for individual enlightenment that not only covers basic monetary benefits for HCLites, but also takes care of their professional growth by providing empowerment, knowledge, recognition, transformation and support.

Following are the terms and conditions that refer to our offer of employment to you, this is to be read in conjunction with the offer letter as attached.

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT

1. Location

As you are aware that HCL is coming up with IT/ITES SEZ Operating Units in some cities; till the time SEZ campus becomes operational, you may be assigned to another facility in the city of posting - Pune(A008).

2. Medical Check up

Your employment is subject to you being declared medically fit by the company doctor.

3. HCLT Training Program:

Training (classroom/on the job) sessions will be conducted after your joining.

The training period may be either extended or may be deemed completed earlier, at the discretion of the Management. You shall continue to be under probation, unless specifically confirmed in writing.

4. Increments and promotions

Your growth in terms of role, compensation etc. in the company will solely be based on your performance. Unless notified in writing, you will be deemed as "confirmed" on completion of your probation period i.e. 12months from date of joining. Subsequently, your annual performance appraisal and compensation review will be aligned and effected from the first day of the subsequent quarter thereafter.

5. Notice Period/ Separation

Your employment with the Company can also be terminated either by the Company or by you by giving the other party **90 days'** advance notice. If the Company terminates the employment and decides to relieve you before the completion of the notice period, the "Basic" component of the salary for the balance notice period would be paid to you. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the "Basic" component of the salary for the balance notice period. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company. Further, the aforesaid requirement of 90 days' notice may be extended, if mutually agreed by you and the Company.

On termination of your employment for any reason, you shall comply with the Company's termination procedures, sign all documents and return all Company property. The Company will not be bound to pay the dues, if any, till you have completed all the separation procedures.

6. Agreements

You may be required to sign necessary agreements with the Company or any other client as required and complete various formalities as per the agreements at the time of joining and during the tenure with the company.

You may also be required to sign other Agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company as also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

7. Background and Reference Check

- The company will undertake the background verification / validation process of employees in terms of education, previous employment(s), criminal verification, database and web searches, address verification, claims made against achievements in the resumes/CVs of the employees etc. with the help of a third party as and when required. You would be required to submit photocopies of documents detailed in Annexure III to facilitate the joining and background verification process.
- The company may also undertake reference check through at least two professional references submitted during the process of selection. • In case the Prospective Employees fails to submit any document required for conducting background verification, they will not be considered for hiring. If the Prospective Employees fails the background verification, appropriate actions including withdrawal of offer of employment will be taken basis the recommendations given by the background verification team & in line with HCL policies.

8. Working Hours

You will be governed by the normal working hours as existing in the company. You may be required to work in shifts and/or in extended working hours, as permitted by law, if required as per business needs. The same are subject to change from time to time.

9. Mobility

The Company may require you to perform duties and undertake assignments for the Company in any part of India or abroad, whether at the Company's premises or that of its customers/clients. You are also liable to be transferred to any office or branch of the Company anywhere in India or abroad. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises.

10. Deputation/ Transfer

Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.

11. Retirement

You will retire from service on attaining superannuation at the age of 55 years.

12. Other benefits

You shall be eligible for other benefits related to leaves, perquisites etc. in accordance with the prevailing terms of employment in the Company. Notwithstanding the above, the Company reserves the right to change the above-mentioned benefits as and when it deems necessary and you will be notified accordingly.

13. Correctness of the Details Furnished

You have been appointed on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

14. Data Protection:

- a. The Employee consents to the holding & processing of personal data provided to the Employer for all purposes of the administration and management of his/her employment and/or the Company's business.
- b. The Employee hereby agrees to his/her personal data being collected & the same being transferred, stored and processed by the Company in India and any other countries where the Company, its Group Company and Company Clients have offices, in accordance with the applicable laws.
- c. The Employee also agrees that the Company may make such data available to its advisors, other agencies, such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and various regulatory authorities.
- d. During employment, the employee will have the right to amend/modify/alter his/her personal information. The employer will exercise all reasonable diligence for safeguarding personal information, as have been disclosed by the employee. It is clarified that the said obligation will not be applicable in case of legally compelled disclosures.

- e. The Employee further acknowledges and agrees that the Employer may, in the course of business, be required to disclose personal data relating to him/her, after the end of his/her employment to any group/statutory bodies/authorities as required under applicable law/requirements. However, any personal data, which is no longer required, will be deleted without undue delay.

15. Other Rules and Regulations of the Company

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

Further, during the period of your employment with HCL, you will be required to inter alia comply with the Company’s Code of Business Ethics & Conduct, Anti Bribery & Anti-Corruption, Business Gift and Entertainment Policy and failure to do so shall entitle HCL to take appropriate disciplinary action which may lead & include up to termination of your employment with HCL.

You agree not to undertake employment whether full time or part time, as the Director/ Partner/member/employee of any other organization or entity engaged in any form of business activity without the consent of HCL . The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at the discretion of the company.

Annexure III

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED ONLINE TO FACILITATE PRE-EMPLOYMENT BGV (BACKGROUND VERIFICATION / VALIDATION) AND APPOINTMENT PROCESS IN HCL	
S.No.	Particulars (To be submitted to the Recruiter/Online of the BGV link)
1	Highest Qualification - Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	Permanent/Current Address Proof – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	Previous Employer – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	Identity Verification - Copy of valid passport and PAN card required
Additional documents (To be submitted on request – Only if required)	
<ol style="list-style-type: none"> 1. Highest Qualification- Admit card, college and university official’s (Registrar and Director) detail 2. Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer’s active address. 	
<u>Things to Remember</u>	
<ol style="list-style-type: none"> 1. The information provided in Resume and background verification form must be same. 2. Information provided in background verification form must be accurate. 	

3. Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP).

4. Any Gap in Employment or Education must be informed explicitly to the recruiter.

Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.

List of Documents required for joining / induction day (Hard Copies)

S. No	Document Name	Number of Photocopies
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)	1
2	Extension Letter (if the Date of Joining in the offer letter is past dated)	1
3	Passport –Front copy only - for Name & DOB proof.	1
4	10 th Mark sheet, only if passport is not available.	1
5	PAN CARD as ID Proof (Only if passport is not available)	1
6	Passport Size Photographs (Only with white background)	3

- Please ensure all documents are **Self-attested** (Photocopies).
- Please ensure that the photocopies are clearly visible as dark and hazy photocopies are not accepted.
- Please avoid clicking pictures of documents and taking printouts.
- Please do not send soft copies through Emails.
- Please bring a copy of your Aadhar card on the Induction day, so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required on the induction day.
- Induction Timings are **0900 to 1830** IST.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- All storage Media Devices e.g. laptop, Pen Drives etc. are not allowed inside the campus.

You are required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining as following:





Location of HCL Onboarding Team for joining formalities:



S. No	Location	Address
-------	----------	---------

1	NOIDA	Mondays and Thursdays: Triveni Induction Room, First Floor, KNMA Tower, Gate number 1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India) Tuesdays, Wednesdays and Fridays: Akashi Induction Room, Ground Floor, Tower – 1, Gate number -1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India)
2	CHENNAI	HCL Technologies Ltd,Sez Unit-2 (Sdb2 Buid), Eclot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkam High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd, SAL (602), 6th Floor, Tower 4, Special Economic Zone (SEZ), 129, Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore – 562 106
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd,Special Economic Zone, Phoenix Infocity Pvt Ltd, H-01, Level -2 , Hitec City 2-Survey No. 30,34,35 & 38, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd,Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd,Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd,HCL IT City, SDC-01, 2nd Floor – Induction Room, Chack Gajaria Farms, Sultanpur Road, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Sez Unit-1, Tower-1, Elcot, Special Economic Zone, Survey No. 1/2, 1/3, 1/19, 1/20, 4/1, 2/1, 2/2, 4/2, & 5, Plot No. 5&7,Ilandhaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur
11	Coimbatore	State Street Hcl Services Human Resources Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526
12	Vijayawada	State Street HCL Services Private LimitedMedha IT Towers,Third Floor,Kesarapalli,Gannavaram,Krishna District 521102

ANNEXURE IV**EXPLANATION OF COMPENSATION STRUCTURE AND EMPLOYEE BENEFITS**

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components have been categorized under the following broad heads:

-  Basic Salary
-  Monthly Allowances
-  Variable Pay
-  Retirals & Insurances Benefit

 **Disclaimer:**
 ***Your individual compensation structure may not necessarily have all the components as applicable to the respective Band.***

The details for each component falling under these heads are explained as following:

BASIC SALARY

The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

MONTHLY ALLOWANCES

- **House Rent Allowance (HRA):** The HRA is payable maximum Up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.
- **Food Wallet:** Food Wallet is a voluntary benefit and is applicable for payments related to food and non-alcoholic beverages only. Once enrolled, the benefit should be availed within HCL Cafeterias or food joints outside HCL campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.
- **Holiday Allowance:** Holiday Allowance is payable maximum up to INR 50,000 spread over 12 months.
- **Advance Statutory Bonus:** Applicable where monthly gross does not exceed INR 21,000 (excluding variable component) as per the Payment of Bonus Act.
- **Compensatory Allowance:** Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.
- **VARIABLE PAY**

The scope of "Variable Pay" in your compensation structure will be governed based on your "employee group" in HCL.

Performance Bonus (PB):

Performance Bonus (PB) is payable in accordance with the Company's Bonus Policy (sales / delivery / functional support) as applicable at that time. The quantum of pay-out will be subject to the current year's Bonus Policy and will be calculated based on your individual contributions against your Key Performance Parameters (KPP) as well as the company's performance.

PB is payable at the end of the performance review cycle. To be eligible for the bonus pay-out, you need to be active on the rolls of the company at the time of reward distribution as per Performance review and Reward cycle.

Engagement Performance Bonus (EPB): Engagement Performance Bonus is a variable component payable on a monthly basis. This component allows employees to participate and take control of delivery excellence in their respective engagements. Payout of EPB will be based on EPB guidelines as applicable to the respective engagement.

RETIRALS & INSURANCES BENEFIT

You and your dependents will be covered under Social Security as per the law and Insurance Benefits policy offered by the company. The amount mentioned under 'Insurance and Medical Benefits' in your compensation structure is applicable towards various insurances (Medical Insurance, Term Life Insurance, Personal Accident Insurance).

Medical Insurance: Some of the salient features of the Group Health Medical Insurance policy are as follows

- The policy covers Hospitalization expenses and Maternity expenses.
 - By default, the employees (who are not covered under the ESI Act, 1948] will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed), additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.
 - The premium payable depends on the dependants declared.
 - The hospitalization coverage limit will be same as defined in compensation structure.
 - Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
 - You may refer 'Medical Insurance policy' for further details.
- **Coverage under ESI:** The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees' State Insurance Act, 1948.**

Employees covered under ESI would not be covered by default under HCL's medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

*The employee & employer contribution will be payable as per current prescribed rates under ESI Rules.

- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCL contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.

*The percentage and amount is in compliance with the current PF Act.

- **Gratuity:** As per statutory requirements, it is employer's statutory liability to pay 15 days Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.
- **Term Life Insurance (including EDLI):** At HCL, you will be covered under the Term-life Insurance which provides safety net to family in case of death of the employee due to any reasons. The applicable amount is mentioned in your offer letter.
- **Disability Insurance:** You are also covered against any permanent or partial disability that may arise due to an accident. The amount payable by Insurer for a disability shall depend on nature of the disability. The amount

HCL TECHNOLOGIES LTD.

Corporate Identification Number: L74140DL1991PLCD46388

B-39, Sector 1, NOIDA 201 301, UP, India.

T: +91 120 4024700, 3337000 F: +91 120 2425833

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

Disclaimer

You will be liable to pay all applicable taxes on your income as per the local laws. You will also be responsible for filing your personal Income Tax returns. You acknowledge that the Company is not in any way influencing, guiding, suggesting on aspects of taxation or tax saving measures in any form and that the same is individual's decision / personal choice. Please note that all components mentioned above may or may not be a part of your compensation structure. HCL reserves the right to alter, append or withdraw the benefits extended either in part or in full based on management's discretion.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

HCL Technologies will correspond with you on the address & contact details mentioned below :-

**Permanent Address: H.No. 3-4-6, patel pura, Siddipet, Medak,
Andhra Pradesh, India, 502103
Email ID: Ugs17060_ece.vivek@cbit.org.in
Telephone Number: 9705808886**



To,

Name : Akanksha Thalla

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

Dear Akanksha Thalla,

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

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

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

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

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

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

Annexure A

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

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

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

“This is an electronically generated document does not require signatures”



To,

Name : Akhila Marrikukkala

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

Dear Akhila Marrikukkala,

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

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

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

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

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

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

Annexure A

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

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

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

“This is an electronically generated document does not require signatures”



22-Mar-2021

Dear Anusha Bamar,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Institute of Tech,Hyderabad

Candidate ID – 15088011

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.450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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 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: Anusha Bamar **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.

May 4, 2021

Chandana Sunkara

Flat No: 602, Block: 2C, SMR Vinay City, Miyapur X-Roads
Miyapur, Hyderabad, Telangana – 500049
India

Dear **Chandana**,

Employment Offer Letter

It is my pleasure to offer you the position of **Associate Software Engineer** with ServiceNow Software Development India Private Limited (the “**Company**”), on the terms set out in the enclosed contract of employment (the “**Employment Contract**”). Everything we do at ServiceNow is about unlocking potential - in workplaces around the world and also within our organization. We create an environment that enables our people to do their best work. Our culture and benefits encourage employees to stay healthy, happy, engaged and growing. We keep our people at the center of everything we do. We look forward to welcoming you into our diverse, creative, fast-growing team that is changing how the world works.

The full terms of your employment offer are set out in the Employment Contract. However, a summary of some of the key terms is as follows:

- Your start date has been scheduled for **June 14, 2021**
- Your place of work will be the Company’s offices located at Floor 17, Parcel 2, Plot-2, Phase-2, Survey 83/1, Argus Salarpuria Knowledge City, Raidurg Village, Serilingampally Mandal, Rangareddy Dist, Hyderabad – 500081 Telangana, India.
- Your gross base salary (total fixed compensation) will be **INR 1,100,000 per annum**. The break-up for your base salary is provided in the Annexure to this Offer Letter.
- You will be eligible to participate in the Company’s Corporate Bonus Plan (the “**Bonus Plan**”) and your annual incentive bonus target (which is payable in accordance with the terms of the Bonus Plan) will be **INR 110,000**, which is **10%** of your base salary.
- You will be eligible for 15 days' annual leave. Your annual leave will accrue rateably from your date of hire. Any leave requires approval by your manager. The maximum period of leave that may be taken at one time is 2 weeks. In addition to annual leave, you will be entitled to the paid national and festival holidays as declared by the Company.
- Additionally, you will be eligible to earn a one-time sign-on bonus of **INR 300,000 (gross)** (the “**Sign-On Bonus**”) subject to all applicable taxes and withholdings, provided that you complete one (1) year of employment with the Company. The Company will advance the Sign-On Bonus to you within two (2) regular payroll periods following the completion of thirty (30) days of employment. The Sign-On Bonus is being advanced to you by the Company and is not earned until you have completed one (1) year of employment with the Company. You understand and agree that if you voluntarily terminate your employment with the Company for any reason or your employment is terminated by the Company for gross misconduct prior to the completion of one (1) year of employment, you will be required to reimburse the Company the total gross amount of the Sign-On Bonus advanced to you. In the event the reimbursement is triggered, you agree to repay any and all amounts due within ten (10) calendar days following the termination of your employment and you hereby authorize the Company to withhold such amount from any amounts owed to you by the Company, to the

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Chandana Sunkara

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extent legally permitted. You further agree to execute any documents and/or agreements necessary at the time the reimbursement is triggered to authorize the Company to withhold such amount from any amounts owed to you by the Company, to the extent legally permitted.

Relocation Assistance:

You will receive a one-time payment of **INR 150,000** (gross) to assist in your relocation from your current location to Hyderabad (the "Relocation Allowance"). Relocating requires a substantial investment by ServiceNow. Therefore, if you voluntarily terminate your employment or your employment is terminated by the Company for cause within 12 months of commencement of your employment, you will be required to repay ServiceNow the total gross amount of the Relocation Allowance. For the purpose of this agreement, "Cause" shall mean: (i) your failure to substantially perform your assigned duties, other than failure resulting from your death or complete incapacity due to physical or mental illness or impairment; (ii) an act by you that constitutes misconduct and that may be, in ServiceNow's sole discretion, injurious in any way to ServiceNow; (iii) a material violation by you of any law or regulation relating to the business of ServiceNow; or (iv) a breach by you of the fiduciary duty to ServiceNow. In the event that the repayment is triggered, you agree to repay any and all amounts due within 10 calendar days following the termination of your employment and you hereby authorize the Company to withhold such amount from any amounts owed to you by the Company, to the extent legally permitted. You further agree to execute any documents and/or agreements necessary at the time the reimbursement is triggered to authorize the Company to withhold such amount from any amounts owed to you by the Company, to the extent legally permitted.

You will be provided with a Company laptop and will also be eligible to participate in the Company's employee benefits program as per applicable laws and Company policies (including medical insurance cover, life and disability insurance cover, provident fund, gratuity, etc.). The details of these benefits will be provided separately.

This offer of employment is strictly conditional on the following:

- You signing and returning to us a copy of this letter and the Employment Contract, including the enclosed Proprietary Information Agreement for Employees (Exhibit A), by the deadline stated below.
- Prior to commencement of your employment, you providing us with a copy of the photo page and the permanent address page of your current passport and, if you are not an Indian citizen, documentary evidence that you are legally entitled to live and work in India. You will also be required to show us the originals on your first day of work.
- You living in India from the date of commencement of your employment and throughout your employment with the Company.
- You completing the Company's standard background and reference checks for your role to the satisfaction of the Company - Please note that this check will be conducted by a third party background checking agency and, upon acceptance of this offer, they will be provided with a copy of your CV and contact details in order to carry out the necessary checks.
- You providing a copy of the Permanent Account Number (PAN) Card, issued by the Income Tax Authorities in India;
- You providing a copy of all certificates evidencing your education qualifications;
- You providing a copy of your last pay slip, relieving letter/acceptance of resignation from your current employer;

- You providing a copy of Form 16 to the Company as soon as you receive the same from your previous employer. The onus of providing Form 16 will be on you and not on the Company;
- The Company receiving two references from former employers (one of which must be from your current employer) which it considers satisfactory.

This offer may be withdrawn if any of the above conditions are not satisfied.

By accepting this offer, you confirm that you are able to accept this job and carry out the work that it would involve without breaching any legal restrictions on your activities. Once you begin your employment with the Company, you agree to adhere to all its policies, procedures, guidelines and work instructions.

I very much hope that you will accept this offer of employment. If you wish to do so, please sign the duplicate copies of this letter and the enclosed Employment Contract and return via DocuSign. This offer is open for you to accept until **May 15, 2021**, after which time it shall lapse automatically without further notice to you.

Yours sincerely,

DocuSigned by:

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Ilango AP
Director, India HR
For ServiceNow Software Development India Pvt. Ltd

I, **Chandana Sunkara** accept this position as offered and agree to all the terms and conditions described herein.

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Signature

Date:

ANNEXURE

Detailed Break Up of the Annual Cost to Company **Chandana Sunkara**

Components	Amount INR (Per Annum)
A. Basic salary	440,000
B. Flexible Benefit Plan (FBP) *	660,000
C. Annual Base Salary (A+B)	1,100,000
D. Annual Target Bonus	110,000
E. Company's contribution to PF **	52,800
F. Company's contribution to Gratuity ***	21,164
Total Cost to Company (C +D+ E+ F)	1,283,964

* The components of the Flexible Benefit Plan and Additional Benefits are set out in Appendix I below.

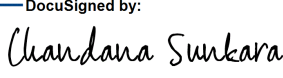
** In accordance with the Provident Funds and Miscellaneous Provisions Act, 1952 ("EPF Act") or the Social Security Code, 2020 ("SS Code"), (as applicable)

*** In accordance with the Payment of Gratuity Act, 1972, or the Social Security Code, 2020 (as applicable)

For International Worker Only****

As per the EPF Act, membership to the Provident Fund is mandatory for all International Workers. Exclusion from the EPF Act, if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes your contribution to the Provident Fund, appropriate deductions will be made from your monthly salary for Provident Fund contributions as per applicable laws/regulation in existence, as may be amended from time to time. Withdrawal (if any) from Provident Fund is regulated by the Government of India and is subject to approvals from the authorities and prevailing laws, as may be amended from time to time. Any person desirous of such withdrawal will need to comply with applicable law and procedures laid down by the authorities.

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

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Appendix I

Flexible Benefit Plan	Component	Guideline
	House Rent Allowance (HRA)	Maximum allocation of up to 40% of basic pay
	Leave Travel Assistance (LTA)	Maximum allocation of up to 15% of basic pay as reimbursement of any costs (excluding food and stay) incurred during travel within India for a maximum of two trips in a period of four years
	Fuel and Car Maintenance Allowance	Maximum allocation of up to INR 1,800 (below 1600cc) and INR 2,400 (above 1600cc) as a reimbursement towards fuel expenses of your personal vehicle for business use only
	Driver Allowance	Maximum allocation of up to INR 900 per month, as a reimbursement for any driver hired while using your personal vehicle for business use
	Professional Pursuit Allowance	Maximum allocation of up to INR 1,500 per month to be paid towards Professional training and development
	Internet Allowance	Maximum allocation of up to INR 1,500 per month towards your Internet expenses

Additional Benefits	Component	Description
	Group Medical Insurance	Group Medical Coverage of INR 500,000 for family. (Family includes Self + Spouse + Children+2 Dependent Parents or 2 Dependent-in-Laws) Policy Includes Out Patient treatment limit of INR 15,000 per family per annum. All dental and vision procedures are covered
	Top Up Insurance	Top Up Insurance benefit can be availed over and above the Group Medical Policy for variant sum insured of INR 3 Lakhs, INR 5 Lakhs, INR 7 Lakhs, INR 10 Lakhs (Premium to be borne by employee)
	Annual Health Check*	Free Annual Health Check
	Personal Accident Insurance*	Sum Insured is 3 X Annual Base Salary
	Term Life Insurance*	Sum Insured is 3 X Annual Base Salary
	National Pension Scheme	National Pension Scheme can be availed as per the law and company policy
	Voluntary Provident Fund	Voluntary Provident Fund can be availed as per the law and company policy

*For employee only

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May 4, 2021

Chandana Sunkara

Flat No: 602, Block: 2C, SMR Vinay City, Miyapur X-Roads
Miyapur, Hyderabad, Telangana – 500049
India

Dear **Chandana**,

Letter of Appointment

We, ServiceNow Software Development India Private Limited bearing Corporate Identification Number (CIN) U72900TG2014FTC092163 (the “**Company**”), are pleased to offer you employment as **Associate Software Engineer** with the Company upon the following terms and conditions (the “**Agreement**”). This Agreement constitutes the terms of your employment.

1. Appointment

- 1.1 Subject to the conditions (as detailed in the enclosed offer letter (“**Offer Letter**”)), this Agreement will commence with effect from **June 14, 2021** and shall continue to be in effect unless otherwise terminated in accordance with the terms and conditions herein.
- 1.2 The Company shall have the right, at its sole discretion, to assign you to other tasks, to change the location of the place of work and to modify your reporting and organizational structure as may be reasonably necessary to respond to changing business needs. You will perform all acts, duties and obligations, and will comply with such orders as may be assigned by the Company which are reasonably consistent with your position. The Company may, from time to time, require you to perform duties normally undertaken by other employees or contractors, including different or additional duties, but not duties which you cannot reasonably perform.
- 1.3 The Company may require you (as part of your duties) to perform duties or services not only for Company but also for any Group Company on the instructions of the Company, where such duties or services are of a similar status to or consistent with your position with the Company. The Company may at its sole discretion assign your employment to any Group Company on the same terms and conditions as set out, or referred to, in this Agreement.
- 1.4 "Group Companies" in this Agreement means the Company, its subsidiaries or subsidiary undertakings, any holding company or parent undertaking and any subsidiary or subsidiary undertaking of any holding company or parent undertaking and "Group Company" means any of them.

2. Status of Employment

You will be required to serve a probationary period of six (6) months, during which your employment with the Company may be terminated by either party giving to the other two (2) weeks' written notice or by the Company by paying base salary in lieu thereof at its discretion. The probationary period may be reduced or extended at the discretion of the Company. If the probationary period is extended beyond 6 months, either party may terminate your employment by giving the other party one (1) months' notice in writing or by the Company by paying base salary in lieu thereof, at its discretion.

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Chandana Sunkara

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3. Salary

- 3.1 You will be paid an Annual Base Salary of **INR 1,100,000** per annum, payable monthly in arrears (or such other amounts as may from time to time be agreed in writing) by crediting your bank account on the last working day of each month or on such other date within such month as may otherwise be notified by the Company, subject to tax deduction at source and other applicable statutory deductions. The detailed breakup of the Annual Base Salary and the benefits which are over and above the Annual Base Salary is set out in the Annexure to the Offer Letter dated **May 4, 2021** and may need to be revised from time to time in keeping with regulatory developments or otherwise, and the Company will not be liable for any additional tax liability you may face due to such revisions. Your Annual Base Salary shall be subject to an annual review in accordance with Company policy, at the sole discretion of the Company, but you have no entitlement to a salary increase in any year.
- 3.2 You will be eligible to participate in the Company's Corporate Incentive Bonus scheme (the "**Bonus Scheme**") and your annual incentive bonus target of **INR 110,000** which is **10%** of your base salary, is payable based upon company and individual performance. Your eligibility and compensation under the Bonus Scheme will be governed under the terms of the ServiceNow Bonus Policy (the "**Bonus Policy**"), as may be amended from time to time. The payment of any bonus (if any) and its amount shall be at the absolute discretion of the Company. To be eligible to earn and/or receive a bonus payment, you must be actively employed by the Company on the bonus payment date and not have given or received notice of termination (whether lawfully or otherwise) on or before the bonus payment date. The Company reserves the right to review, amend, replace or withdraw the Bonus Scheme and the Bonus Policy at any time. The Company shall make such deductions from any bonus payment payable to you as shall be required by law. It is clarified that any amount paid under the Bonus Policy shall not be considered as "wages" for the purposes of any statutory payments or contributions payable in your respect, including without limitation, "wages" under the Payment of Wages, Act, 1936, Maternity Benefit Act, 1961, Payment of Bonus Act, 1965, under the labour codes applicable in India, any severance payments as payable under local law or Company policies, social security contributions, etc.
- 3.3 The Company shall have the right to deduct from your remuneration any inadvertent overpayment of salary or other relevant payments under this Agreement, or any sums owed by you to the Company. You will be responsible and liable for payment of all income and related taxes on your salary, fees and any other payment received by you under this agreement and/or during your employment with the Company.

4. Hours of Work

Your normal working hours shall be 9.00am to 6.00pm Mondays to Fridays, including one hour for lunch. However, you may be required to work such additional hours as are necessary for the proper performance of your duties. You acknowledge that you shall not receive further remuneration in respect of such additional hours.

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5. Annual Leave

- 5.1 You shall be entitled to fifteen (15) days of paid annual leave (per calendar year). The annual leave can be carried forwarded to a succeeding year up to a maximum of sixty (60) days. In addition to annual leave, you shall be entitled to the national and festival holidays as declared by the Company. All such holidays may be changed from time to time. The Company will publish the list of holidays to be granted in a calendar year before the commencement of that calendar year.
- 5.2 Effective on the date herein and until termination of your employment, you will be treated as having accrued your 15 days' annual leave on a pro-rated basis for each completed month of service in such calendar year, calculated by reference to the date herein or last date at work (as applicable). You will be given encashment of any accrued and accumulated/un-availed annual leave at the time of your exit.
- 5.3 You may be allowed to avail annual leave in advance (i.e., before it accrues to you), up to a maximum of the annual leave entitlement for that calendar year. However, if you have availed annual leaves in excess of your accrued annual leave entitlement, the remuneration paid by the Company in respect of such excess leaves shall be treated as an advance on your salary or as an overpayment, which will be deducted from any sums due to you upon your exit.
- 5.4 All time off must be approved in advance by your manager and submitted in the Company's HR system, and taking time off without such approval shall be treated as unauthorized absence (resulting in loss of pay for such duration). The maximum amount of annual leave that may be taken at any one time is two (2) weeks. In the event of a long-term sickness absence during which you are absent from work for an entire calendar year or any part thereof, you will be deemed to have taken your accrued annual leave on the first fifteen (15) working days of that year or the relevant leave period.
- 5.5 In case of any relocation or transfer, you agree that your annual leave entitlement, national and festival holidays as well as sick and casual leave entitlements (set out below) may be changed by the Company in accordance with the local policies and/or statutory requirements applicable to the place of relocation / transfer.

6. Sick and Casual Leave

- 6.1 You shall be entitled to a maximum of twelve (12) days paid sick leave during every twelve months of continuous service in addition to the eligible paid annual leave.
- 6.2 You shall also be entitled to a maximum of twelve (12) days paid casual leave on any reasonable grounds during every twelve months of continuous service in addition to the eligible paid annual leave. The maximum amount of casual leave that may be taken at any one time is three (3) days.
- 6.3 In order to be eligible for paid sick leave or casual leave, you must comply with the requirements of clause 6.4 below.
- 6.4 In the event of absence for the reason of illness or accident (for any unplanned personal emergencies), you shall immediately notify the Company by telephone. Such notice should be provided to your manager before the date of absence where circumstances permit, or as soon

as possible on the first day of absence (preferably within one hour of commencement of the Company's business hours, if not earlier). Further, in case the leave availed for these reasons exceeds 3 consecutive days, on the date of return to work, a medical certificate (certifying your physical condition) from a Company-nominated registered medical practitioner or from a government hospital or clinic or medical specialists to whom you are referred by a registered medical practitioner, or any other valid proof of your personal emergency, shall be delivered to the Company. You must also keep the Company informed about your anticipated date of return to work.

- 6.5 Unavailed sick and casual leave cannot be carried forward to the next calendar year or encashed at the time of exit.
- 6.6 Your employment with the Company is contingent on your ability to perform the essential functions of your job. Hence, the Company may require you to undergo a medical examination from time to time and submit a medical report certifying your fitness to perform your duties and obligations.
- 6.7 If, during your employment, you are absent from work on grounds of sickness or other medical incapacity, your entitlement to participate in any commission, bonus or other incentive scheme will be in accordance with the applicable plan rules.

7. Expenses

- 7.1 The Company will reimburse all expenses properly incurred by you in the performance of your duties in accordance with the Company's Global Travel, Expense and Credit Card Policy (as may be amended from time to time).
- 7.2 The Company shall be entitled at any time during your employment, or in the event of termination of employment, to deduct from your compensation or expenses; (i), any monies due from you to the Company including but not limited to any outstanding loans, advances, the cost of repairing any damage or loss to the Company's property caused by you (and of recovering the same), and any sums due from you under this Agreement, and by executing this Agreement, you consent to such deductions; and (ii) any monies ordered by any Court.

8. Retirement

The normal retirement age of an employee in the Company is 60 years. Your employment will terminate automatically at the end of the month in which your 60th birthday occurs, unless you are otherwise advised by individual notice. You may also be retired earlier if found to be medically unfit by the Company doctor.

9. Employee Benefits

You shall be entitled to participate in the employee benefits program, effective from your start date. The terms and conditions of the employee benefit program shall be made available to you separately. The Company reserves the right to alter the terms of the employee benefits program as required from time to time.

10. Duties

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- 10.1 You shall perform such duties as may from time to time be assigned to you and shall comply

with all reasonable directions of the Company.

- 10.2 During your employment, you shall faithfully serve the Company and use your utmost endeavours to promote its interests and devote the whole of your time, attention and abilities to its affairs during the hours in which you are required to perform your duties.
- 10.3 You shall not, during the continuation of your employment, engage in any other business, vocation, trade, office, employment or activity (whether paid or unpaid), in the absence of prior written approval from the Company (which may be withheld by the Company at its sole discretion). You shall disclose fully to the Company any and all facts and circumstances in respect of which there is or might be, or which may appear to be, a conflict of interest between the Company or any related corporation and you or persons related to you.
- 10.4 You confirm that you are not bound by any other agreement with any prior employer, or any person or entity that would prevent you from fully performing your duties with the Company, and that you will not during your employment with the Company, or have not during the pre-hire process, use(d) or disclose(d) any proprietary or confidential information, or trade secrets, of your former employers or companies or any person or entity.
- 10.5 You shall:
- (a) faithfully and diligently perform assigned duties and take actions consistent with such duties;
 - (b) comply with all lawful and reasonable directives of the Company's management team;
 - (c) use your best efforts to promote the interests of any Group Company;
 - (d) promptly and fully inform or explain (in writing, if requested) to the Company's management team, your conduct relating to the interests of any Group Company; and
 - (e) at all times, not make any untrue or misleading statement relating to any Group Company.

11. Data Protection and Employee Surveillance

- 11.1 In this Clause "Employee Privacy Statement" means a notice (or notices) providing information under any applicable local data protection laws regarding the processing of your personal data in connection with this Agreement and your employment relationship. The Employee Privacy Statement does not form part of your contract of employment.
- 11.2 You agree to familiarise yourself with all ServiceNow policies and procedures relating to data protection (the "Data Protection Policies"), which are non-contractual, to ensure you understand your personal rights and responsibilities when it comes to handling personal data including sensitive personal data or information in the course of your employment, including such data that belongs to you and that which relates to any employee, worker, contractor, customer, client, partner, supplier or agent of ours. In particular, you confirm that you have read and understood ServiceNow's Data Protection Policy and Employee Privacy Statement which are both available on ServiceNow's intranet. The Company may change The Data Protection Policies at any time and update the Employee Privacy Notice at any time and will notify employees in writing of any changes.
- 11.3 You acknowledge that in the course of your employment you have access to personal data (including sensitive personal data or information) and special categories of data relating to

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Chandana Sunkara

other employees, other individuals who work for the Company, client/customers or contacts at clients/customers, and suppliers and contacts at suppliers, and agree to act at all times in accordance with both the spirit and the letter of the Data Protection Policies in respect of such data at all times. You must keep such data confidential and not use or disclose it other than in the proper performance of your duties. Failure to comply with the Data Protection Policies may be dealt with under the Company's disciplinary procedure and, in serious cases, may be treated as gross misconduct leading to summary dismissal.

- 11.4 You acknowledge that for various legal, personnel, administrative and management purposes, (including but not limited to payroll processing, insurance benefits, etc.), the Company may need to collect, use, store, transfer and otherwise process your personal data including sensitive personal data or information (and, where relevant, that of your emergency contacts and, where applicable, dependants), and provide/transfer the same to the Group Companies and/or third parties within or outside our international network of ServiceNow entities. To assure that your sensitive personal data or information privacy is adequately safeguarded, the Company will endeavor to protect the confidentiality and security of individual personal data as required by the Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011 under the Information Technology Act, 2000, and any other applicable local laws. Accordingly, as per the requirement of the above-mentioned law, you are agreeable to provide your consent in writing to the Company as provided in Schedule II of this Agreement for using and transferring your sensitive personal data or information provided or to be provided by you.
- 11.5 You shall use all reasonable endeavours to keep the Company informed of any changes to your personal data including sensitive personal data or information.
- 11.6 You agree and understand that the Company may use various modes to ensure that the internet, email facilities and other communication systems provided by the Company are used in an appropriate manner. These may include the scanning, reading, inspection, scrutiny of emails sent and received, and web sites visited or created by you. You acknowledge that you do not have any expectation of privacy when using the Company's resources. For the avoidance of doubt, and for the limited purpose of safeguarding the Company's confidential and proprietary information, the Company shall have the right to monitor and any personal e-mail or social media forum that may be accessible to you from the Company including but not limited to Gmail, AOL, Outlook, Hotmail, Yahoo, Facebook, MySpace, Twitter, Instagram etc.
- 11.7 The Company also reserves the right to monitor its employees using various security measures including but not limited to closed circuit television systems. These may be installed on the Company's premises overtly or covertly to ensure that the employees do not participate or propagate any activities which are or could be prejudicial to the Company's business interests or which could bring it into disrepute.

12. Termination

- 12.1 Subject to Clause 12.2 below, this Agreement may be terminated by you or by the Company upon giving one (1) month's written notice or by the Company paying one (1) month's basic salary in lieu of notice at its discretion. The Company reserves the right to require you not to attend work and/or not to undertake all or any of your duties of employment during any

DocuSigned by:
Chandana Sunkara

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period of notice (whether given by you or the Company). However, the Company shall continue to pay your salary and contractual benefits whilst you remain employed by the Company.

12.2 The Company shall be entitled to terminate your employment immediately upon written notice (but without prejudice to the rights and remedies of the Company for any breach of this Agreement and to your continuing obligations under this Agreement) in any of the following cases:

- (a) if you are dishonest or engaged in serious or persistent misconduct or without reasonable cause, neglect or refuse to attend to your duties or fail to perform any of your obligations hereunder or breach the terms of this Agreement, or fail to observe the Company's disciplinary rules or any other regulations of the Company from time to time in force (including in a scenario where you are found to be guilty of sexual harassment by the Company's Internal Complaints Committee, and such termination shall not prejudice the Company's right to invoke other legal remedies); or
- (b) if you become bankrupt or have a receiving order made against you or make any general composition with your creditors.

12.3 You agree and accept that any statutory or other 'last in, first out' rule or any modification thereof (if applicable) shall not apply in the event of termination of this Agreement for any reason whatsoever.

12.4 Upon ceasing to be employed by the Company, you shall deliver to the Company any equipment, drawings, notebooks, manuals, documents, computerization of technical data, customer lists, specifications, files, memoranda, or other records of any nature belonging to the Company or any reproduction thereof which may have been provided to you during the course of your employment with the Company, and you shall not undertake or cause any action or deed which might in any way affect the Company's reputation or good standing, or those of its products or services.

13. Compliance with Applicable Laws

13.1 You agree to comply with all applicable laws, regulations and governmental orders of India or any other applicable jurisdiction, now or hereafter in effect, relating to your employment by the Company, including but not limited to any bribery laws. Without limit to the foregoing, you represent and warrant that you have not and shall not at any time during your employment with the Company, pay, give or offer or promise to pay or give any money or any other thing of value, directly or indirectly, to or for the benefit of:

- (a) any government official, political party or candidate for political office; or
- (b) any other person, firm, corporation or other entity with knowledge that some or all of that money or other thing of value will be paid, given, offered or promised to a government official, political party or candidate for political office, for the purpose of obtaining or retaining any business, or to obtain any other unfair advantage in connection with the Company's business.

13.2 Your obligations under this Clause 13 shall survive the expiration or termination of this Agreement.

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Chandana Sunkara

14. Restrictions

14.1 Save as otherwise permitted under the terms of this Agreement, you shall not (unless with the prior written consent in writing of the Board) during your employment with the Company or at any time during the Restricted Period, directly or indirectly, alone or together with other persons, on your own account or in partnership or conjunction with, through or on behalf of any agents, affiliates, intermediaries, joint ventures or alliances:

(a) be engaged, employed or retained by (whether as an employee, manager, director, contractor, subcontractor, or consultant to, for or with) or otherwise be interested directly or indirectly (whether as owner in, leasing to, supplying equipment or materials, operating or extending credit to) in any Restricted Business within the Restricted Territories (other than as a holder of not more than 5% of the issued shares or debentures of any company listed on any recognised stock exchange);

(b) perform any act or do anything or undertake or engage in any Restricted Business or any transaction which would result in competition with the business of the Company or any of its related corporations (collectively, the "Group") in the Restricted Territories, including without limitation:

(i) serving as a director on the board of any unrelated or third party company engaged in Restricted Business in the Restricted Territories;

(ii) being interested in any project or proposal for the acquisition or development of or investment in:

(A) any business or asset in which any member of the Group was during your employment considering to acquire, turn to account, develop or invest, unless: (1) your employment with the Company has already ceased or terminated; and (2) the Group had formally decided against such acquisition, turn to account, development or investment in, such business or asset; or

(B) any asset of any Group Company, unless: (1) your employment with the Company has already ceased or terminated; and (2) such asset is offered by the relevant Group Company for sale to, turning to account or development by third parties;

(iii) soliciting or enticing away any customer or supplier of the Group whom you had personally or directly dealt within the 12 months preceding the termination of your employment (or if the period of the employment is less than 12 months, then this reduced period);

(iv) using in the Restricted Territories any name or trading style which is the same as or similar to any of the trade or service marks of the Group or any brand name or proposed brand name of any of the Group's products or proposed products, or representing yourself as being connected with or carrying on or

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continuing the business of any member of the Group or its business for any purpose whatsoever;

- (c) canvass or solicit in the Restricted Territories, in competition with the business of the Company, the custom of any person, firm or company, who was a customer or supplier of the Company at any time within the last 12 months of your employment with the Company (or if the period of the employment is less than 12 months, then this reduced period), or procuring such customer or supplier to reduce or cease to continue its business dealings and/or transactions with the Company or any member of the Group;
- (d) induce or seek to induce any Restricted Employee to cease employment with the Company or any member of the Group or to cease to be engaged, employed or retained by (in any capacity) or otherwise be interested directly or indirectly in any Restricted Business within the Restricted Territories, whether or not such Restricted Employee would thereby commit any breach of his contract of service or employment; or
- (e) cause or permit any person or company, directly or indirectly, under your control or in which you have any beneficial interests to do any of the foregoing acts or things.

14.2 For the purpose of this Agreement:

“Restricted Business” means any business which is or is likely to be wholly or partly conducted by the Company or any member of the Group and is concerned with:

- (a) the research into, development, supply or marketing of products and solutions for cloud-based services that automate enterprise IT operations or the development or provision of any services (including but not limited to technical and product support or consultancy or customer services), which are of the same or similar to any services provided by the Company or any member of the Group PROVIDED ALWAYS that these provisions shall apply only in respect of such products or related services with which you were either personally concerned or for which you were responsible whilst employed by the Company in the last 12 months of employment (or if the period of the employment is less than 12 months, then this reduced period); or
- (b) business of a like or similar kind to (or otherwise any business which is or is likely to be conducted in competition with) any business conducted by the Company or any member of the Group in which you were materially involved at any time in the last 12 months of employment (or if the period of the employment is less than 12 months, then this reduced period).

“Restricted Employee” means any present employee of the Company who is employed in a key, managerial or executive capacity, or who has access to trade secrets, proprietary knowhow or other confidential information of the Company;

“Restricted Period” means 6 months from the cessation or termination of (i) your employment with the Company or (ii) your engagement in the services of any member of the Group, and if such period operates to render any restriction in this Clause 14 invalid, the Restricted Period shall be during the term of your employment.

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“Restricted Territories” means:

- (a) India; and
- (b) such other countries in the Asia Pacific region (not included in (a)):
 - (i) in relation to which you had conducted, pursued or promoted business, or over which you had retained a responsibility for the same, for and on behalf of the Company or any member of the Group; or
 - (ii) in relation to which you have performed duties on behalf of the Company or any member of the Group.

provided that this has occurred within the last 12 months of your employment and the activities or responsibilities set out above have not occupied less than 5% of your working hours during this 12 month period (or if the period of the employment is less than 12 months, then this reduced period).

14.3 You acknowledge that:

- (a) Each of the foregoing sub-clauses constitutes an entirely separate and independent restriction on you; and
- (b) The duration, extent and application of each of the restrictions are no greater than is necessary for the protection of the proprietary interests of the Company.

14.4 Notwithstanding the above, you shall be entitled to enter into employment with any other related corporation of the Company.

14.5 Each undertaking and agreement contained in this Clause 14 shall be read and construed independently of the other undertakings and agreements herein contained so that if one or more should be held to be invalid as an unreasonable restraint of trade or for any other reason whatsoever then the remaining undertakings and agreements shall be valid to the extent that they are held not to be so invalid.

14.6 While the undertakings and agreements in this Clause 14 are considered by the Company and you to be reasonable in all circumstances, if one or more should be held to be invalid as an unreasonable restraint of trade or for any other reason whatsoever but would have been held valid if part of the wording thereof had been deleted or the period thereof reduced or the range of activities or area dealt with reduced in scope, the said undertakings and agreements shall apply with such modifications as may be necessary to make them valid and effective.

15. Confidentiality

15.1 You agree to be bound by and comply with the terms of the enclosed Proprietary Information Agreement for Employees (Exhibit A).

15.2 You must not at any time during your employment (except so far as may be necessary for the proper performance of your duties) or after the termination of your employment use for any purpose other than any Group Company’s business or disclose to any person or body any Confidential Information obtained during your employment.

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Chandana Sunkara

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15.3 You must not at any time during your employment improperly use or disclose any proprietary information or trade secrets of any former employer or other person or entity and must not bring onto the premises of the any Group Company any unpublished document or proprietary information or trade secrets of any former employer or other person or entity unless consented to in writing by such employer, person or entity.

15.4 For the purposes of this Agreement “Confidential Information” shall mean any information relating to the Company or the business, prospective business, technical processes, computer software, intellectual property rights or finances of the Company including without limitation, customer lists, details of suppliers or partners and their terms of business, details of clients and their requirements, the prices charged to and terms of business with clients, marketing plans and sales forecasts, financial information, results and forecasts (save to the extent that these are included in published audited accounts), any proposals relating to the acquisition or disposal of a company or business or any part thereof or to any proposed expansion or contraction of activities, details of employees and officers and of the remuneration and other benefits paid to them, information relating to research activities, technical data, know-how, developments. inventions, secret processes, designs, formulae, technology, drawings, engineering, hardware configuration information, product roadmaps, product plans and product lines, which comes into your possession by virtue of your employment, and which the Company regards, or could reasonably be expected to regard, as confidential, whether or not such information is reduced to a tangible form or marked in writing as “confidential”, and any and all information which has been or may be derived or obtained from any such information.

16. Company Regulations and policies

During your employment with the Company, you shall observe and comply with all of the rules, regulations, policies and directives of the Company as may from time to time be made or given. The Company shall have the right to alter and amend the rules and regulations of the Company as well as any of the terms of your employment, and such alteration or amendment shall become fully effective and a binding term of your employment upon notification to you.

17. Entire Agreement

This Agreement and the Offer Letter (including all their annexures, exhibits, appendixes and schedules) set out the entire agreement between the you and the Company, and supersede all prior agreements or discussions including any statements, representations, proposals and understandings whether made orally or in writing concerning your terms and conditions of employment and you confirm that you are not relying on any other discussions or prior agreements in accepting employment with the Company.

18. No Breach

In signing below, you confirm that you are not bound by any prior contract, undertaking, commitment or other obligation which prevents or prohibits you from being employed by the Company and being able to fully and completely perform the services contemplated by this Agreement, nor in fulfilling your duties hereunder will you be breaching any duty of confidentiality or any restrictive covenants to any persons, including without limitation, your previous employers or principals.

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19. Grievance / Disciplinary Procedures

19.1 If you have any grievance, details of the process to be followed is available from the HR Department. Details of the Company's disciplinary processes are also available from the HR Department.

19.2 The Company reserves the right at its absolute discretion to suspend you from work (with base salary) in order to investigate and/or conduct a disciplinary inquiry into any disciplinary matter and any allegation of misconduct, by giving you notice of suspension in writing. Such notice will specify the dates of your suspension and the conditions applicable to your suspension.

19.3 For the purposes of this Agreement, misconduct includes but is not limited to the following, and would be grounds for immediate termination, without notice or payment in lieu, if the allegations are proved to be legitimate:

- dishonesty, theft, embezzlement, misappropriation, fraud and/or any action which assists other parties in such activities;
- any act which constitutes unlawful discrimination, whether on the grounds of sex, sexual orientation, race, ethnic origin, nationality, disability, age, caste, religion or beliefs;
- knowingly providing any material information or documentation which is false or amounts to a misrepresentation of facts to the Company or suppressing any material information, crucial to your employment with and/or the tasks assigned to you by the Company.
- conduct (whether or not in the course of your employment) which may or does result in harm to the reputation of Company and any Group Company;
- conviction of any criminal offense which, in the Company's determination, demonstrates unsuitability for continued employment with the Company;
- divulging or misusing Confidential Information likely to harm any Group Company or any of their customers;
- being under the influence of, or consuming, alcohol, illegal drugs or any controlled substances during work hours or while involved in any Group Company related activities or events;
- habitual unauthorised absence or unauthorised absence for a period exceeding 8 days;
- failure to comply with lawful directions of the Company and its officers, or breach of any statutory duty or for any act or omission adversely affecting the goodwill, reputation, credit, operations or business of the Company;
- violent, abusive, intimidating or offensive behaviour (whether physical or verbal);
- any form of harassment, including sexual harassment while employed with the Company.

- unauthorized access to or inappropriate use of any Group Company's computer, e-mail and Internet systems or use of unapproved software;
- gross negligence;
- interference with safety equipment;
- intentional or reckless disregard for health and safety rules or procedures; and
- breach of any of the Company's policies.

19.4 The Company reserves the right, at its sole discretion, to amend any disciplinary and/or grievance procedure or policy in force from time to time.

19.5 You are expected to maintain a high standard of work performance and conduct at all times. If such performance or conduct falls below levels reasonably acceptable to the Company, you may be put on a performance improvement plan and dismissal in the absence of satisfactory improvements within a defined time period.

20. Notices

All notices and other communications required by this Agreement must be in writing and will be deemed to have been duly given only if delivered personally or mailed. Notices delivered personally shall be deemed received on the date delivered; notices delivered by certified or registered mail, return receipt requested, shall be deemed received 5 days after posting of the same. Notice to you shall be sent to you to the address to which this letter is addressed and notices to the Company shall be addressed to the Company's address as set out above. Each Party shall inform the other with regard to any changes to the address to which the Notices under this Clause have to be delivered.

21. Assignment

This is a personal service contract and shall not be assigned by you but may be assigned by the Company to any of its Group Companies.

22. No Waiver

No failure on the part of either Party to exercise and no delay in exercising any right, power or remedy hereunder shall operate as a waiver thereof, nor shall any single or partial exercise on any right, power or remedy hereunder preclude any other or further exercise thereof or the exercise of any other right, power or remedy. Without limiting the generality of the foregoing, you hereby acknowledge and agree that the Company entering into this Agreement shall not be deemed a ratification of your past conduct nor a waiver of any of Company's rights, remedies, or contentions, all of which are expressly reserved.

23. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of India and both you and the Company agree to be subject to the exclusive jurisdiction of the courts in Hyderabad for the resolution of all disputes arising under this Agreement.

DocuSigned by:
Chandana Sunkara

Please confirm your acceptance of the above terms and conditions by signing and returning to us the duplicate copy of this Agreement.

Yours faithfully

DocuSigned by:

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Ilango AP
Director, India HR
For and on behalf of **ServiceNow Software Development India Pvt. Ltd**

* * * * *

Acceptance

I, **Chandana Sunkara** holding Passport/Permanent Account bearing No. _____,
hereby confirm acceptance of all of the above terms and conditions.

DocuSigned by:

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Signature

Date:

EXHIBIT A

ServiceNow Software Development India Private Limited

Proprietary Information Agreement for Employees

In consideration of my employment with ServiceNow Software Development India Pvt. Ltd (the "Company"), I, **Chandana Sunkara** agree as follows:

1. Proprietary Information

1.1 I understand that my employment creates a relationship of trust and confidence between me and the Company with respect to Proprietary Information (as hereinafter defined) of the Company, learned or received by me in the course of my employment.

1.2 All Proprietary Information that comes into my possession while employed by the Company is the exclusive property of the Company. I agree not to directly or indirectly use or disclose any of the Proprietary Information at any time except in connection with and for the purposes of my employment with the Company.

1.3 For the purposes of this Agreement, "Proprietary Information" shall mean trade secrets, confidential knowledge, data or any other proprietary information of the Company. By way of illustration but not limitation, "Proprietary Information" includes: (i) inventions, trade secrets, ideas, data, programs, works of authorship, know-how, improvements, discoveries, designs, techniques and sensitive information the Company receives from its clients or which the Company has paid for; (ii) technical information relating to the Company's existing and future plans or products, including, where appropriate and without limitation, software, firmware, information, patent disclosures, patent applications, development or experimental work, formulae, engineering or test data, product specification and part lists, names of suppliers, customers or contractors, techniques, processes and apparatus relating to the same disclosed by the Company to me or obtained by me through observation or examination of information, research by the Company or paid for by the Company or developments; (iii) confidential marketing information (including without limitation marketing strategies, customer names and requirements and product and services, prices, margins and costs); (iv) confidential product, marketing, development and other plans; (v) confidential financial information provided to me by the Company; (vi) personnel information (including without limitation employee compensation); (vii) confidential information relating to the Company including, without limitation, corporate information and secrets, unannounced financial results, reports and statements or information, projections, profiles, investment plans, capitalization plans, business plans or expansion plans or arrangements relating to its business whether or not with third parties; and (viii) other confidential business information or information received by me which is marked "confidential" or words to that effect conveyed, transmitted, recorded or stored by any means whatsoever including, without limitation, documents, drawings, photographs, computer diskettes, computer hard disks, computer network storage devices, internet or intranet electronic mail, discs, designs, plans or models or any of the media (electronic or otherwise) for storing or recording information

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1.4 Proprietary Information shall not include information which: (i) I can prove by documentary evidence produced to the Company within seven days of disclosure that such Proprietary

or interest in all Inventions, whether or not patentable, copyrightable, or subject to any form of protection, made, created, developed, written, conceived or learned by me in whole or in part, either alone or jointly with others, during the course of my employment with the Company. I further agree that all Inventions shall be the sole property of the Company and its assigns, and the Company and its assigns shall be the sole owner of all patents, copyrights, trade secrets, designs, trademarks, layout-designs and all other industrial or intellectual property rights in connection therewith. I further agree to assist the Company in every proper way (but at the Company's expense) to obtain and from time to time enforce patents, copyrights, trade secrets, designs, trademarks, layout-designs and all other industrial or intellectual property rights in connection with the Inventions in any and all countries, and to that end I will execute all documents necessary:

- (i) to apply for, obtain and vest in the name of the Company alone (unless the Company otherwise directs) letters patent, copyrights, designs, trademarks or any other analogous protection in any country throughout the world and when so obtained or vested to renew and restore the same; and
- (ii) to defend any opposition proceedings in respect of such applications and any opposition proceedings or petitions or applications for revocation of such letters patent, copyrights, designs, trademarks or any other analogous protection.

2.3 In the event the Company is unable, after reasonable effort, to secure my signature to any document for the application, obtaining or vesting of any patent, copyright, design, trade mark or other analogous protection relating to an Invention, whether because of my physical or mental incapacity or for any other reason whatsoever, I hereby irrevocably designate and appoint the Company and its duly authorized officers and agents as my agent and attorney-in-fact, to act for and on my behalf and stead to execute and file any such application or applications and to do all other lawfully permitted acts to further the prosecution and issuance of letters patent, copyright, design, trade mark or other analogous protection thereon with the same legal force and effect as if executed by me. My obligation to assist the Company in obtaining and enforcing patents and copyrights for such Inventions in any and all countries shall continue beyond the termination of my employment, but the Company shall compensate me at a reasonable rate after such termination for time actually spent by me at the Company's request on such assistance.

2.4 Notwithstanding any moral rights which I may have in any intellectual property, I hereby give unconditional consent to the Company or its assigns to:

- (a) use such intellectual property without attributing me as author of such intellectual property;
- (b) alter such intellectual property and use the altered intellectual property without reference to me; and
- (c) use such intellectual property or an adaptation of such intellectual property in any commercial application.

2.5 I also hereby perpetually waive and agree never to assert any and all moral rights that I may have in or with respect to any intellectual property assigned to the Company during or after the course of my employment with the Company.

2.6 I have attached as Attachment 1 to this Agreement a complete list of all inventions, discoveries, developments, improvements and trade secrets which have been made or conceived or first reduced to practice by me alone or jointly with others prior to my

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Chandana Sunkara

employment with the Company which I desire to remove from the operation of this Agreement and I covenant that such list is complete.

- 2.7 If no such list is attached, I represent that I have made or conceived no inventions, discoveries, developments, improvements and trade secrets at the time of signing this Agreement that are to be removed from the operation of this Agreement.

3. Property of Others

- 3.1 I represent that my performance under this Agreement does not and will not breach any agreement to keep in confidence proprietary information or trade secrets, if any, acquired by me in confidence or in trust prior to this Agreement. There are no agreements, written or oral, conveying rights in any research conducted by me. I have not entered into, and I agree that I will not enter into any agreement either written or oral in conflict herewith.

- 3.2 I represent that as part of the consideration for the offer of employment extended to me by the Company, and for my employment and continued employment by the Company, I have not brought and will not bring onto the Company's premises or use in the performance of my duties with the Company any equipment, supplies, facility or trade secret information of any current or former employer or organization to which I provided services which are not generally available to the public, unless I have obtained written authorization for their possession and use.

4. Remedies for Breach

In recognition of the fact that irreparable injury will result to the Company in the event of a breach of my obligations under this Agreement, that monetary damages for such breach would not be readily calculable, and that the Company would not have an adequate remedy at law therefore, I acknowledge, consent and agree that in the event of such breach, or the threat thereof, the Company shall be entitled, in addition to any other legal remedies and damages available, to specific performance thereof and to temporary and permanent injunctive relief (without the necessity of posting a bond) to restrain the violation or threatened violation of such obligations by me and persons acting for or in connection with me. The Company's right to injunctive relief shall not limit its right to any other remedies, including damages.

5. Modifications

No modification of this Agreement shall be valid unless made in writing and signed by the parties hereto.

6. Severability

If any provision of this Agreement should be held by a court of competent jurisdiction to be invalid or in any way unenforceable it shall be severed and the remaining provisions shall not in any way be affected or impaired and this Agreement shall be construed so as to most nearly give effect to the intent of the parties as it was originally executed.

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7. Entire Agreement

This Agreement, together with my Letter of Appointment dated **May 4, 2021** supersedes and cancels any and all previous understandings, representations and agreements of whatever nature between me and the Company with respect to the matters covered herein. These Agreements constitute the full, complete and exclusive agreements between me and the Company with respect to the subject matters herein.

8. Successors and Assigns

This Agreement will be binding upon my heirs, executors, administrators and legal representatives and will be for the benefit of the Company and its successors and assigns for the resolution of all disputes arising under this Agreement.

9. Governing Law and Jurisdiction

This Agreement shall be construed in accordance with and governed by the laws of India. The parties to this Agreement agree to submit to the non-exclusive jurisdiction of the courts of Hyderabad.

Signed and agreed to by:

Accepted and agreed to
for and on behalf of

ServiceNow Software Development India Pvt. Ltd

DocuSigned by:

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Name: **Chandana Sunkara**

Date:

DocuSigned by:

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Ilango AP
Director, India HR
Date:


ATTACHMENT 1

**LIST OF PRIOR INVENTIONS
AND ORIGINAL WORKS OF AUTHORSHIP**

Sl. No. Title Date Identifying Number or Brief Description

_____ No inventions or improvements

_____ Additional Sheets Attached

Signature:  DocuSigned by:
Chandana Sunkara
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Name: **Chandana Sunkara**

Date: _____

EXHIBIT B

Consent of Employee to use Sensitive Personal Data or Information

To,
ServiceNow Software Development India Pvt. Ltd
Floor 17, Parcel 2, Phase-2, Survey 83/1, Argus Salarpuria Knowledge City, Raidurg Village,
Serilingampally Mandal, Rangareddy Dist, Hyderabad – 500081 Telangana, India

Dear Sirs,

Sub: Sensitive Personal Data or Information

In consideration of my employment with ServiceNow Software Development India Private Limited (the “**Company**”), I hereby give my consent to the Company for using my sensitive personal data or information as provided by the Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011 under the Information Technology Act, 2000 (and any other applicable law). I agree that my sensitive personal data or information can be used for various purposes in connection with my employment, including without limitation, legal, personnel, administrative and management purposes, (including but not limited to payroll processing, insurance benefits, etc.)

I am fully aware of the fact that the Company may require to share or disclose my sensitive personal data or information with third parties for the legitimate business purposes and legal compliance.

I understand and agree that the Company may have to transfer my sensitive personal data or information to other body corporate or persons in India or located in any other country since the information systems of the Company are consolidated and managed centrally.

Thanking you,

Yours faithfully

DocuSigned by:

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Chandana Sunkara

Date:

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

Date:24-Mar-2021

Pappu Gayathridevi C9324542

H.no:5-11-82/4, Coolilane, Kothagudem, Bhadradi Kothagudem Dist.

8919486110

Dear **Pappu Gayathridevi**,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level-12

Job Family Group - Software Engineering



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

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

P. Gayathri Devi

Pre-Onboard Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter " program"). This program further enhances and further details the training opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent. The training module for the program will be made available to you at least 3 months before onboarding to give you a reasonable time to learn at your pace and comfort and prepare for the ensuing assessments.

Details of the program and assessment are reiterated as under:

Under the program, the learning modules hosted on a technology platform will prepare you to be code ready.

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

Your employment and onboarding with Accenture is subject to your successful completion of the assessment of the program(within stipulated period for Accenture to provide you date of joining), as mentioned above. Should you not clear same this offer shall become redundant and will be revoked.

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

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

P. Gayathri Devi

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

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

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

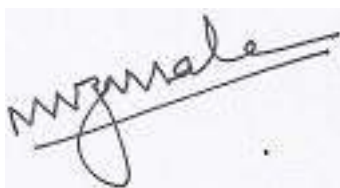
In case you have any feedback/suggestion or have any query, feel free to write an e-mail to <http://indiacampus.accenture.com/candidate>

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

Yours sincerely,

ACKNOWLEDGED AND AGREED:

Pappu Gayathridevi



Mahesh Vasudeo Zurale

Senior Managing Director

Lead, Advanced Technology Center, India

[Insert full legal name]

P. Gayathri Devi

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

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

(C) Joining Bonus

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

P. Gayathri Devi

Note: For International Worker Only*

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

* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

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

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

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

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

P. Gayathri Devi

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

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

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

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

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

P. Gayathri Devi

ANNEXURE II

Mandatory documentation at the time of onboarding:

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

P. Gayathri Devi

Tuesday, June 22, 2021

Kavya Madasu,
12-60, Laxmipur, Jagityal,
Karimnagar, Telangana- 505327.

Subject: Offer Letter

Dear Kavya,

On behalf of MassMutual Global Business Services India LLP, I am pleased to extend our conditional offer of employment, as Analyst, Technology Delivery, reporting to Rajesh Veliyaveetil, Director, Technology Delivery, MassMutual India GCC. Your work location will be at the 7th Floor, Block 1, BSR IT SEZ, Serilingampally Mandal, Nanakramguda Village, Rangareddy District, Hyderabad –500008, Telangana.

Your employment starts on Monday, August 09, 2021. Your Target CTC (Cost to Company) totaling INR 5,00,075 per annum will be comprised of:

- Basic Pay of INR 241,000 earned and payable monthly (monthly rate of INR20,083)
- Bonus / Ex-Gratia of INR 48,200 earned and payable monthly (monthly rate of INR 4,017)
- Total Allowances, INR 152,288 (monthly INR 12,691) as allowed by law and decided at your discretion unless otherwise noted, including:
 - Housing Rent Allowance
 - Leave Travel Allowance
 - Child Education and/or Hostel Allowances
 - Meal Voucher or Onsite Meals
 - Balance allowance – Total allowance amount minus discretionary amounts you decide above
- Provident Fund (Employer Contribution) of 12% of Basic Pay, INR 28,920 (monthly rate of INR 2,410)
- Gratuity, INR 11,592 (monthly INR 966) accrued for monthly and payable at the time of termination following a minimum of 5 years of active service
- Annual target short-term incentive of INR 18,075 paid annually at the discretion of the Company

Additionally, you will be eligible for insurance benefits including medical, dental, vision and life cover (parental or parent-in-law medical cover option) and Employee Assistance Program. You are eligible for annual paid time-off of 25 days and 10 annual declared holidays.

Please note that the above employment offer is contingent upon you successfully completing the Bachelor of Engineering graduation course without any pending subjects in any of the semesters in your curriculum, at the time of joining MassMutual.

To accept this offer of employment, please print the attached letter and sign it. Please scan a copy of the signed offer letter and email it back by replying to the email or sending it to RTangirala@massmutual.com attaching the signed letter.

If you have any questions about this offer of employment, or if our understanding of your acceptance is not correct, please call me at +1 603 531-9876.

We look forward to welcoming you and are excited about the contributions you will make as we build our company. Best

Best regards,



Ravi Tangirala
Head, GCC-India

Offer Accepted By: M. Kavya Date: 13-07-2021



22-Mar-2021

Dear Likhitha Ande,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Institute of Tech,Hyderabad

Candidate ID – 15087969

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.450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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 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: Likhitha Ande **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.



Deloitte Consulting India Private Limited

Building No.5, Tower 1, Block C1, 77 Degree Town Centre, Survey No.123, 132/2, 133/2, 133/3 and 136/1, Amani Bellandur Khane Village, Varthur Hobli, Bengaluru Rural, Karnataka – 560037

Tel: +91 080 6755 5000/ +91 080 6755 4000
www.deloitte.com

08/19/2021

Ms. Tirvaji Malika Rani
Flat No 303, Saba'S Exotica, Satsang Nagar Colony
Rajendra Nagar,
Hyderabad - 500048

Subject: Offer of Employment

Dear Tirvaji Malika Rani:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Bengaluru**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **September 27, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000/-** subject to your reporting for full-time employment on **September 27, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.



Wednesday, April 7, 2021

Mamatha ERUGADINLA
ugs17069_ece.mamatha@cbit.org.in

Dear **Mamatha**,

Following our meeting and verbal offer, we are happy to appoint you as **SDE I** at F5 Networks Innovation Private Limited, Hyderabad (hereinafter referred to as "**F5 Networks**" or "**Company**") for the SEZ unit with its office located as follows:

F5 NETWORKS INNOVATION PRIVATE LIMITED
The Skyview – Building 20, 8th Floor (Units 801 to 804)
Sy.No. 83/1, Plot Nos. 22, 23, 24, 31, 32 & 33
Raidurgam, Madhapur,
Hyderabad - 500 081.

This letter sets out the main terms and conditions of your employment with the company.

Phani Ayyalasomayajula will be your Manager. You can accept this offer by signing this letter and the enclosed nondisclosure and assignment agreement and returning them to F5 Networks. This offer will remain open for three business days (not including holidays or weekends) from the date of offer issuance.

Your employment will commence with effect from **Monday, August 1, 2022** or your actual date of joining. In the event you fail to join on or before **Monday, August 1, 2022** this contract shall stand terminated unless extended at the sole discretion of the Company. You must treat the details of this offer with utmost confidentiality.

Duties and Functions

During the term of your employment, you shall perform such duties and responsibilities as are normally associated with your role and such duties assigned to you by the Company from time to time. During your employment with the Company, you will devote your best efforts to the interests of Company, will not engage in other employment or in any conduct in direct conflict with Company's interests that would cause a material and substantial disruption to Company and will otherwise abide by all of Company's policies and procedures.

Probation

You shall be on probation for an initial period of six (06) months (the "Probation Period"). The Probation Period may be extended by the Company at its discretion based on your performance. At the end of the Probation Period, the Company may confirm your services, subject to your performance meeting the requisite standard. At the expiry of the Probation Period, your employment is deemed confirmed unless notified otherwise.



Post your joining, for the initial few weeks you will undergo new hire induction and training for the products you will be working on.

Location

The principal place of your employment will be the Company's offices located at **HYDERABAD - India**. However, you may be required to provide services to other F5 Networks subsidiaries or affiliated companies as part of your employment with the Company and may be expected to travel in the course of your duties. Further, your employment may be transferred, at the sole discretion of F5 Networks, to any entity subsidiary, affiliated, or group company of F5 Networks within India, and you hereby agree to such transfer so long as your employment with such entity is substantially on the same terms as set out herein.

Compensation

Your compensation plan is designed to provide you **INR 1,200,000.00** in annual income less statutory deductions and other required withholdings, payable in twelve monthly equal installments at the end of each calendar month in accordance with Company policy. A breakdown of your compensation together with other compensatory benefits is provided in **Annexure 1** hereto.

Working Hours

The normal working hours are nine (09) hours each day, Monday to Friday, including a one (01) hour lunch break. The Company shall be free to amend and stagger the working hours in accordance with business requirements. You may be required to work additional hours as appropriate to fulfill the responsibilities of your role.

Annual Leave, Sick Leave and Holidays

You will be entitled to annual leave, sick leave and holidays in accordance with Company policy and applicable laws.

Personal Information

You consent to the Company or its agents collecting, using, disclosing and retaining your personal information, including health information, for the purposes of managing and administering the employment relationship. This includes information related to the creation, administration and termination of employment, and may include the transmission of personal information in or outside India and/or the exchange of personal information with third parties for certain purposes, such as for benefit and payroll related matters.

You hereby agree that we may share your personal data with authorized employees and/or contingent workers of F5 Networks Inc, its subsidiaries and affiliated companies ("Affiliates"), and with third party contractors, consultants, auditors, legal advisors and vendors ("Outsourced Service Providers") as well as courts and governmental agencies, who may or may not be located in the country where you are located, specifically in relation to the administration/management of your employment and for the purpose of enabling the performance of your work within the F5 Networks group of companies. You further agree that such Affiliates and Outsourced Service Providers may collect, maintain, use, transfer, store and process your personal data on behalf of us and that such personal data may be collected, maintained, used,



transferred, stored and processed in countries outside of the Republic of India including in particular and without limitation, the US, Singapore, India and other relevant countries where we and/or our Affiliates has a legal entity. All personal data collected, maintained, used, transferred, stored and processed in countries outside of the Republic of India shall be governed by applicable laws regarding cross-border data transfer.

Employee Non-Disclosure and Assignment Agreement

As a condition to your appointment, you will be required to execute the Non-Disclosure and Assignment Agreement (in the form provided for in Annexure II) along with this Appointment Letter with the Company and you consent to abide by the provisions of such Non-Disclosure and Assignment Agreement at all times.

Termination

- During the probation period the Company may terminate your employment, at any time, with or without cause, upon fourteen (14) days' prior written notice or payment of salary in lieu thereof. After the confirmation of your employment, subject to applicable laws, the Company shall be free to terminate your employment at any time upon issuing a thirty (30) days' prior written notice to you. It is clarified that in case of a termination of your employment by the Company hereunder, the Company may, at its sole discretion, relieve you from your duties immediately upon payment of salary in lieu of the notice period.
- You may resign from your employment with the Company at any time upon providing thirty (30) days' advance notice in writing of your last intended day of work. The Company reserves the right to waive this notice of resignation period, either in whole or in part. To the extent that the Company waives such notice of resignation, you will be entitled to payment in lieu of such waived notice period together with other accrued entitlements that may be owing to you as of your last day of active service.
- Notwithstanding anything herein, the Company shall be entitled to terminate your employment for Cause, without notice or any payment of compensation. For the purposes of this provision, termination for "Cause" shall include (i) your gross neglect or willful material breach of your principal employment responsibilities or duties, (ii) you being found guilty of a crime involving moral turpitude, (iii) fraud in the course of your employment with F5 Networks or any of its subsidiaries, (iv) giving false information regarding your educational qualifications and experience, (v) the material breach by you of any other provision of this Appointment Letter which continues uncured for a period of thirty (30) days after notice thereof by F5 Networks; or (vi) If you do not meet the performance level expected of you in the role which you are employed in and you continue to not meet the required performance level after being placed on a performance improvement plan.

Consequences of Termination

On the termination of your employment for whatever reason, you will return to Company or the Company's designee immediately but not later than three (03) days, all property; documents, Proprietary Information, data, assets and/or any papers, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like in your possession or under your control relating to your employment or to clients' business affairs.

Company Policies

F5 Networks shall be entitled to make policy declarations from time to time, in accordance with the laws of India, and such policy declarations shall be binding on you so long as you are in F5 Networks' employment. The Company may modify or cancel your benefits, change policy or plan documents, the structure of your



compensation, your job title and/or reporting structure, working conditions (including hours of work, shifts or work location) and duties and responsibilities from time to time by providing you at least twenty-one (21) days' notice.

Borrowings/accepting gifts

You will not borrow/accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

Training Related Expenses

Should you voluntarily leave F5 Networks or be terminated for Cause within the first 12 months from the start date, F5 Networks reserves the right to recover 100% of the out of pocket costs incurred by F5 Networks for your local/overseas training (e.g. travel and training course related expenses for New Hire Bootcamp). Under such circumstances, you shall allow F5 Networks to make the appropriate deductions via payroll from any monies owing to you. Alternatively, you would be required to make a payment to F5 Networks within a specific time period.

Taxation

In terms of your employment with the Company, any amount payable by the Company to you towards Compensation, Allowances and/or any other payment shall be subject to deduction of withholding taxes under the applicable law. All requirements under Indian Tax Laws, including tax compliance and filing of tax returns, assessment etc., shall be fulfilled by you at your own cost and at no point shall the Company have any responsibility or liability in this regard.

Company Property

You agree to always maintain in good condition F5 Networks' property, such as laptop, phone and any other items which may be issue to you by F5 Networks and entrusted to you for official use during the course of your employment. You shall return all such property to the F5 Networks prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by F5 Networks.

Severability

All paragraphs in this Appointment Letter are separate and distinct provisions, severable one from the other. If any provision is determined to be invalid or unenforceable, such invalidity or unenforceability shall attach only to the provision to the extent of such invalidity or unenforceability, and all other provisions shall continue in full force and effect.

Entire Agreement

You agree that this Appointment Letter, along with applicable plan documents and Company policies and procedures, govern your relationship of employment with the Company and that, taken together, these documents supersede, and render void any prior verbal or written representations concerning the terms or conditions of your employment with the Company.



Governing Law/Jurisdiction

This Appointment Letter shall be governed and construed in accordance with the laws of India and any disputes hereunder shall be dealt with by the courts of competent jurisdiction at Hyderabad.

Miscellaneous

You will keep the Company informed of your latest postal address at all times and intimate in writing in case of change of address. Any communication sent to you by the Company on your last known address will be deemed to have been duly served notwithstanding the fact that you have changed your address.

Your appointment and its continuation is subject to your being medically fit and the Company reserves its right to ask you to undergo medical examination as and when deemed necessary by a medical officer appointed by the Company. Further the Company will also have the right to terminate your employment in case of your continued ill health. For purposes of this Appointment Letter "continued ill health" will include any illness which persists for a continuous period of more than 30 days and which, in the opinion of the Company, adversely affects due discharge of your duties under this Appointment Letter.

Subject to earlier termination of your employment in accordance with this Appointment Letter you shall retire from the services of the Company on the last day of the month in which you turn 60.

Compliance

You acknowledge and agree that the Company may carry out background/reference checks to verify your antecedents. You further acknowledge and agree that the Company is issuing this Appointment Letter on the basis of the information/particulars provided by you with regard to your educational/professional qualifications, experience, criminal records and any judgements relating to debts or insolvency. In the event it is discovered at any stage that any information/particulars and/or details provided by you are incorrect and/or any material information has been withheld/suppressed by you or that the background/reference checks are not satisfactory, in the Company's sole discretion, it shall constitute a breach of discipline and your services will be liable to be terminated for Cause.

Sincerely,

{{Sig_es_:signer2:signature}}

{{N_es_:signer2:fullname}}

{{*Ttl_es_:signer2:title}}

Acknowledged and Accepted

I Mamatha ERUGADINLA, accept the offer of employment on the terms outlined in the letter to me from F5 Networks Innovation Private Limited dated Wednesday, April 7, 2021, and the Employee Nondisclosure and Assignment Agreement. It is acknowledged and agreed that apart from the aforementioned, there are no



other oral or implied understandings regarding my employment by F5 Networks Innovation Private Limited.

Signature: {{Sig_es_:signer1:signature}}

Date: {{Dte_es_:signer1:date}}

Passport No.: {{*Ttl_es_:signer1:Passport}}



Annexure 1

Name: Mamatha ERUGADINLA
Designation: Software Engineer I
Date of Joining: Monday, August 1, 2022
Department/Function: Technology Services

Total Compensation / INR Per Annum

Basic Pay: 720,000.00
Flexible Pay: 480,000.00
Total Base Pay: 1,200,000.00
Provident Fund Contribution @ 12% of Basic Pay: 86,400.00
Incentive (MBO) (Variable Pay): 120,000.00
Total Cost to Company: 1,406,400.00

- Gratuity shall be applicable and payable in accordance with the provisions of the applicable law.
- Professional Tax (PT), Tax Deducted at Source (TDS) and other applicable taxes shall be deducted per the provisions of the applicable law.
- Employee's contribution to Provident Fund (PF) to be deducted @ 12% of Basic Salary together with the applicable Employer contribution shall be deposited with the PF authorities each month.
- For the Flex Pay you will have to make your choices in the Payroll website post joining and thereafter you will have to satisfy the accounting / relevant departments by producing bills and receipts in respect to the actual amount paid by them for the purpose of computation and deduction of Income tax.

MBO Bonus ('Performance-Based Bonus Program')

The MBO bonus will be paid once each quarter subject to the fulfillment of such performance targets as may be outlined by the Company. As a new hire, the MBO bonus will be pro-rated from your start date for the period of employment with the Company during the quarter, unless you start during the month prior to the end of the quarter, in which case, you will not be eligible for any pro-rated MBO for your first quarter. Please note that you must be employed through the end of the quarter to be eligible for payment for the relevant quarter. The MBO bonus will be paid out at the end of each cycle if the Employee and Company meets performance benchmarks. The amount of the bonus and its method of calculation (if any) are entirely at the discretion of F5 Networks at all times.



To,

Name : Manisha Alluri

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

Dear Manisha Alluri,

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

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

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

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

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

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

Annexure A

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

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

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

“This is an electronically generated document does not require signatures”



Deloitte Consulting India Private Limited

Opposite to Meenakshi Tech park,
4th Floor, Survey No 41, Gachibowli
village,
Ranga Reddy, Hyderabad,
Telangana – 500032

Tel: +91 040 67621000
www.deloitte.com

08/25/2021

Ms. Chalamalasetty Navya
Flat No. 108, Endeco'S County
Czech Colony, Street No. 2, Sanathnagar,
Hyderabad - 500018

Subject: Offer of Employment

Dear Chalamalasetty Navya:

In Process

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **September 27, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000/-** subject to your reporting for full-time employment on **September 27, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from

time to time. Deloitte LLP and its U.S.-based subsidiaries (the “Deloitte U.S. Firms”) require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer’s Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **September 27, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

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

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Chalamalasetty Navya, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:

Chandra Shekar Hegganur Shivaramu

8147E9EE3BD84A8...

Authorized Signatory

Ms. Chalamalasetty Navya

Acceptance

I, **Chalamalasetty Navya**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

Signature

Date

In Process

Annexure A

Ms. Chalamalasetty Navya

Analyst

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	17,500	2,10,000
House Rent Allowance (HRA)	8,750	1,05,000
Special Allowance ^{1a & 1b}	11,867	1,42,404
Leave Travel Allowance ²	1,750	21,000
Meal Card ³	2,200	26,400
Differential Allowance(L)	5,833	69,996
Employer's contribution to PF	2,100	25,200
Total Salary (in Rs.)	50,000	6,00,000
Variable Bonus*	You will be eligible for a performance linked variable bonus. If applicable, it will be paid out on the 31st of August on the basis of your performance and performance of the business	
Medical Insurance Premium ⁴	1,870	22,440

* The Variable Bonus will vary, primarily based on your performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer on August 31st following the close of the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid on August 31st of that subsequent year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

Annexure A

¹ All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

Employee in Level -	<i>^{1a} Communication Expenses</i>	<i>^{1b} Fuel Expenses</i>
Analyst	<i>Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.</i>	<i>Petrol / Insurance / Repairs & Maintenance</i>
	Rs.3,000/- per month	Rs.7,500/- per month

^{1a} The internet/telephone/mobile bills should be in the Employee's name.

^{1b} For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current prerequisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		Two Wheelers
	<= 1600 cc	> 1600 cc	
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

² The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

³ Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

⁴ Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.



Chalamalasetty Navya

Hyderabad

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement (“Employment Agreement”)

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office at **Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad – 500 032** (the “Employer”) as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. **Defined Terms.** The italicized terms in this agreement (the “Employment Agreement”) are defined in **Exhibit A** hereto.
2. **Pre-existing Agreements or Arrangements.** I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such *Pre-existing Agreements or Arrangements* and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer’s offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency’s decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. **Reporting of Proceedings.** Except as provided by law and except as I have disclosed in writing in **Exhibit C** to this Employment Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.
4. **Confidentiality.** I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized*

Signatory, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

5. **Third Party Information and Property.** I agree that during my *Employment*, I shall not use or disclose any Confidential Information or Intellectual Property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.
6. **Authorization.** Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.
7. **Competing Activities and Conflict of Interest.** During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.
8. **Authorization to Access Systems and Electronic Communications and use of Deloitte Property.** I understand that while employed with a *Deloitte Entity*, I will use and have access to the *Systems*. I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my *Electronic Communications* and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (e.g., emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my

possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. **Security.** I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. **Ownership of Works.**

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10(b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the

period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. **Pre-existing Creations; Personal Creations.** My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B**, and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.
12. **Post-Employment Restriction re: Clients.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, for a period of one year following the termination of my *Employment* for any reason, I will not, directly or indirectly, solicit or provide services to any client or prospective client of a *Deloitte Entity* to which I provided (or participated in a proposal to provide) services during the two-year period prior to termination of my *Employment*.
13. **Exceptions to Post-Employment Restriction re: Clients.** I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.
14. **Future Employment with Clients.** Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities*

remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. **Restriction re: Personnel and Contractors.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated, (b) participate in the hiring or admission of any *Personnel*, or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.
16. **Post-Employment Restrictions re: Deloitte Property.** Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a *Deloitte Entity* to remove such *Deloitte Property*.

OTHER POST-EMPLOYMENT OBLIGATIONS

17. **Transition of Work and Cooperation.** Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licensor of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.
18. **Notification of Post-Employment Obligations.** I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.
19. **Certification.** I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15 and 16 of this Employment Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. **Equitable Relief and Attorney's Fees.** I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15, or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte*

Entity is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. **Liquidated Damages: Client Fees.** I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to 50% of all fees received by me (or any person or entity with which I am associated) in connection with such breach. Such percentage shall be paid within thirty days after each fee payment is received and in respect of all services in connection with such breach during the two years following the termination of my *Employment* for any reason.
22. **Liquidated Damages: Compensation.** I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.
23. **Right of Inspection.** I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. **Governing Law; Choice of Forum.** This Employment Agreement is deemed to have been executed in the Employer's office in [HYDERABAD: Hyderabad, Andhra Pradesh, India] [MUMBAI: Mumbai, Maharashtra, India] [BENGALURU: Bengaluru, Karnataka, India] [GURGAON: Gurgaon, Haryana, India] and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.
25. **Modifications.** My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.
26. **Severability.** Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to

the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. **Blue-Penciling.** If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefor another provision that is legal and enforceable and that achieves the same objective.
28. **Waiver.** None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.
29. **Entire Agreement.** This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.
30. **Transfer and Assignment.** Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 8, 10, 11, 12, 14, 15, 16, 17, 18, 19, and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.
31. **Headings.** The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the “Deloitte U.S. Firms”), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited (“DTTL”) or any member firm of DTTL or affiliate thereof (collectively, the “DTTL Member Firms”) or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term “control” (including the terms “controlled by” and “under common control with”) means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems*, equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a *Deloitte Entity*, and (3) it does not result from any work performed by me and the *Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual’s name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes *PII* when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual’s name is used with *PII* that is not business contact information, it is included in the definition of *PII*.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any *Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement,

including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United States Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the *PCAOB*, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a *Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my *Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

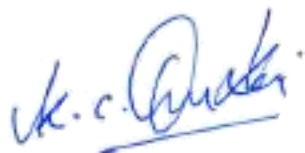
EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

[none, unless otherwise specified]

In Process

ACCEPTED AND AGREED TO:
DELOITTE CONSULTING INDIA PRIVATE LIMITED



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Date

An *Authorized Signatory*'s signature is required only if *Pre-existing Creations* or *Pre-existing Agreements or Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that *Pre-existing Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the *Intellectual Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements or Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements or Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

EXHIBIT C

Proceedings

[none, unless otherwise specified]

In Process

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

Signature

Name

Date

EXHIBIT D

Exceptions to Post-Employment Restrictions: re: Clients

[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

Name of Client

Specified Kind of Services(s) Permitted

In Process

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

I have read and understood the above policy terms.

Signature

Name

Date

An *Authorized Signatory's* signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the "Employer"), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT (“Employment Agreement”)

You will be expected to sign the Employer’s Employment Agreement. Please contact Talent for further details.

3. HARRASSMENT POLICY

Administrative Policy Release (“APR”) 213 is the Employer’s policy prohibiting harassment. Deloitte LLP's subsidiaries located in India (“Deloitte India (Offices of the US)”) are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining *Deloitte U.S. India*.

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer’s policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years.* Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a *Deloitte Entity* or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **60 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

* This provision is not applicable for U.S. citizens (and citizens of any other country where enforcing Deloitte India (Offices of the US)’s mandatory retirement age would be prohibited by the laws of that country) for whom there is no mandatory retirement age.

In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.

- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. <https://deloittenet.deloitte.com/Pages/Home.aspx> for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **September 27, 2021**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signature

Name

In Process



Dear **Chalamalasetty Navya**,

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analyst** pursuant to the terms and conditions of your offer letter dated **September 27, 2021**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company. As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company. As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.

We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,

Human Resources Department

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

Date:24-Mar-2021

Niharika Hari C9324543

1-6-39/29/3, Road no-20Venkat Sai Nagar, Alwal

8247543676

Dear **Niharika Hari**,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level-12

Job Family Group - Software Engineering



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

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

Niharika

Pre-Onboard Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). This program further enhances and further details the training opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent. The training module for the program will be made available to you at least 3 months before onboarding to give you a reasonable time to learn at your pace and comfort and prepare for the ensuing assessments.

Details of the program and assessment are reiterated as under:

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

Your employment and onboarding with Accenture is subject to your successful completion of the assessment of the program(within stipulated period for Accenture to provide you date of joining), as mentioned above. Should you not clear same this offer shall become redundant and will be revoked.

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

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



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

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

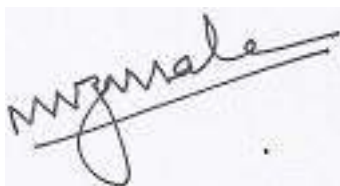
After accepting this Offer, we encourage you visit Countdown to the Company- (<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will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

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

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

Yours sincerely,

ACKNOWLEDGED AND AGREED:



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

Niharika Hari

[Insert full legal name]



ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

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

(C) Joining Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the

Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

Note: For International Worker Only*

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

* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

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

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

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

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

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

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

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

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

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



ANNEXURE II

Mandatory documentation at the time of onboarding:

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



Pragati Finserv Private Ltd



Employee ID – 100014

Private & Confidential

Date: 21st September 2021

Ms. Kavadi Niharika,
9-1-224/A/19, Prashanth Nagar,
Langar House, Golkonda,
Hyderabad – 500 008, Telangana

Dear **Niharika,**

Subject : Appointment Letter

In consideration of your application, based on the credentials submitted by you and mutual discussions, in terms of the Offer of Employment dated **16-09-2021**, we are pleased to appoint you in Pragati Finserv, subject to your acceptance of the terms and conditions mentioned herein below.

1. Date of joining, posting & location

- 1.1. You have joined employment in the company wef **21st September 2021** at **Hyderabad**.
- 1.2. The position is transferable to anywhere in India within same department or any other department of the company or its associate concerns, without affecting your remuneration and benefits.
- 1.3. You have been appointed in the position of “**Trainee - Software Engineer**” in the **IT Function** in the Grade of **E1** at **Corporate Office, Hyderabad**.

2. Compensation

- 2.1. Your total compensation on Cost-to-Company basis would be **INR 2,50,000/- (Rupees Two Lakhs Fifty Thousand only)**. The detailed compensation structure is furnished in the **Annexure - 1**.
- 2.2. Your compensation, payment thereof and other service conditions shall be governed by the extant HR policy of the Company which is liable for revision as per Business requirements as well as statutory provisions.
- 2.3. The revision of pay scale including allowances (as applicable) shall be at the discretion of the Company based on your individual as well as company performance.

3. Probation Period

- 3.1. You shall be on probation for a period of -6- (Six) months from the date of your joining, which may be extended for such further period as may be deemed necessary by the Management.
- 3.2. You shall receive a written communication upon satisfactory completion of your probation period, in the absence of which you shall be deemed to continue on Probation.
- 3.3. During Probation period, your services may be terminated by giving a notice of -15- (Fifteen) days without assigning any reason.

4. Notice period

- 4.1. In the event you wish to annul your employment and resign from the services of the Company, you shall serve a notice for **-30- (Thirty)** days. During probation period, you would need to serve a notice period of **-15- (Fifteen)** days. The notice period can be further extended by an additional **-30- (Thirty)** days depending upon business exigency.
- 4.2. In case you request for earlier relieving, depending upon business requirement and other factors, the management may, at its discretion, agree to relieve you earlier, in the event of which you shall have to pay proportionate Gross Salary in lieu of the notice period short fall.
- 4.3. Based on business requirements, the management, at its discretion, may relieve you by waiving part or full notice period without payment of any salary or compensation.
- 4.4. The company may terminate your services without assigning any reason by giving **-30- (Thirty)** days' prior notice or payment of Gross Salary in lieu of the notice period.

5. Working hours

- 5.1. You shall work for **-48- (forty-eight)** hours per week excluding break periods for lunch, snacks and recreational activities in terms of the Statutory provisions.
- 5.2. You shall follow the working hours & shift timing of the Company at the place of your posting. Any change in the working hours shall be informed to you in due course.
- 5.3. You understand that the company does not provide any transport facility and you shall make your own arrangements for transport to & from office.

6. Duties and responsibilities

- 6.1. You shall diligently, honestly, faithfully discharge your duties and responsibilities as detailed in **Annexure 2**.
- 6.2. You shall adhere to the directions and advice given to you by your superiors in performance of your duties.

7. Code of conduct

- 7.1. During the term of the employment & the period after resignation and/or termination, you shall not indulge in writing any unsolicited mails or spamming the company or its officials or management imputing or intending to cause annoyance, inconvenience, insult, injury, criminal intimidation, enmity, hatred or ill will.
- 7.2. You shall maintain utmost integrity, practice high level of professionalism in business etiquettes, selection of attire, choice of language in conversation and in over-all conduct in all your actions.
- 7.3. You shall maintain and support a congenial, disciplined and participative work environment that fosters team spirit and high-performance standards. You shall ensure protection of Company's interest and matters relating to its business as well as its reputation and goodwill in the market.
- 7.4. You shall show courteous behavior towards any member of the public that you come across.
- 7.5. You shall not defame or attempt to defame the company, its officials or management by words either spoken or written including social media.
- 7.6. You shall also not do anything or cause to do anything which shall bring dishonor and/or disrepute to the company and strictly abstain from involving in any act of fraud, misrepresentation, willful neglect or any unlawful/immoral activity. You shall also strictly abstain from involving yourself in dealing with company's money, material and documents in any dishonest/unethical manner.

Pragati Finserv Private Ltd



Employee ID – 100014

- 7.7. You agree, undertake and acknowledge that you will comply all the terms of the company's policies, code of conduct, procedures & service regulations all the time.
- 7.8. You shall not use your association with the company to gain unfair advantage for personal purposes.

8. Indemnity

- 8.1. You shall indemnify and hold harmless the Company, its officers and directors against any losses, damages, proceedings which the Company might suffer due to any wrongful, malafide acts, negligence and gross dereliction of duties on your part.

9. Confidentiality and Intellectual Property Rights *(Copyright, Patents, Trade Marks and Geographical Indicators)*

- 9.1. You understand that company would be providing you sensitive and confidential data (including personally identifiable information, business information and company's proprietary information including but not limited to company's business strategies, standard operating procedures, processes, company's intellectual properties, financials, customer & client information lists, price sensitive information including any trading related information of the company, its affiliates and business partners), which if disclosed to any 3rd party would cause irreparable harm and loss to the company. In view thereof, you shall protect and keep all the data so exchanged in furtherance to this employment strictly confidential during and after the period of your employment with the company, and shall share the data strictly only with the employees and/or clients who are involved with processing such information or data on "Need to Know" basis, only for the limited business purposes.
- 9.2. You shall also maintain strict confidentiality of the information regarding your compensation package and shall not disclose the same to other employees.
- 9.3. All the intellectual property rights with respect to the work done during your term of employment shall belong solely to the company including copyright, patents and trademarks.

10. Non-solicitation & non-compete

- 10.1. You understand that you may, during the course of your employment, have access to the vital information and data of the company that is unique to the business operations and processes of the company. Exposing this information and/or data to the company's competitor would cause irreparable financial loss and consequential damage like loss of business, reputation, et cetera. In view thereof, during the term of employment you shall not engage in any business activity which is competitive with the company.
- 10.2. During the term of employment and for a period of 1 (one) year post termination of employment, you shall not, directly or indirectly (for any reason whatsoever), induce or attempt to induce any employee of the company to leave the employment of the company, shall not in any way interfere with the relationships between the company and any employee of the company, and shall not take on employment any employee of the company.
- 10.3. During the term of your appointment with the Company and for a period of one (1) year post termination of employment with the Company, you shall also not influence and/or induce or attempt to influence and/or induce any customer, supplier, licensee or other person or entity to cease doing business with the company, and/or in any way interfere with the relationship between any such customer, supplier, licensee or other business entity and the company.

Pragati Finserv Pvt Ltd,

4th Floor, MB Towers, Road No. 10, Avenue 4, Banjara Hills, Hyderabad, Telangana 500034

www.pragatifin.com CIN - U65990TG2021PTC148992

Pragati Finserv Private Ltd



Employee ID – 100014

11. Undertakings:

- 11.1. You undertake that the assurances, undertaking, et cetera, in regard to your education/qualification certificates, work experience certificates, previous employers' certificates and all other certificates, information, declarations and undertakings are true and correct. In the event of any information furnished by you is found to be untrue through any source including background verification check, your services shall be liable to be terminated without notice.
- 11.2. You undertake that there are no legal actions and proceedings pending against you by any Government authority and/or you have not been convicted of any criminal offence.
- 11.3. You hereby declare that you are free from any health problems (physical and mental) including any contagious disease. You shall submit a medical certificate from such medical practitioner and/or hospital as required by the company.
- 11.4. You declare that there are no claims, damages or legal actions of any nature instituted against you by any institution, authorities including previous employer(s). You further declare that no legal cases have been instituted against you in past or currently in progress even in your personal capacity.
- 11.5. If at any time you are involved in any legal/administrative/quasi-judicial proceeding(s), you shall immediately inform the company the details thereof.
- 11.6. You agree that in the event the company deputed you for any external training, you shall have to serve the company for a minimum period of 1(one) year after completion of such training & not even tender resignation during such period of one year, failing which you shall be liable to repay the entire cost incurred by the company towards such external training.
- 11.7. In the event of termination of your employment by the company and/or your resignation before completion of 12 months in service, you shall refund joining bonus if any paid at the time of joining along with any expense incurred by the company on account of your relocation & joining.
- 11.8. You are required to deal with the Company's information, money, material and documents with utmost honesty and professional ethics, more specifically while dealing with our respective customers and business partners including clients.
- 11.9. You herewith agree and undertake to abide by the information technology policies and rules framed by the Company from time to time.
- 11.10. You shall, post-resignation & termination from employment, remove your job status as employed with Pragati Finserv on any social media network.
- 11.11. Keeping in mind the investment to be made by the Company for training you in new Technologies, you are expected to contribute to the Company for a significant tenure. In case for any reason, you resign from services of the Company within -18- months from the date of joining, then over & above serving the notice period as above, you would pay Rs 1 (One) lakh towards the cost of training.

12. Safe custody of company property and recovery of dues

- 12.1. You will be responsible for the safekeeping and good condition and order of all the Company property and Cash entrusted to your care and charge.
- 12.2. The Company reserves the right to recover from you any unauthorized expenditure incurred, repossess any company property lying in your possession, seek refund of any unsettled loan or unsettled advances taken and any payments due to the Company from you.

Pragati Finserv Pvt Ltd,

4th Floor, MB Towers, Road No. 10, Avenue 4, Banjara Hills, Hyderabad, Telangana 500034

www.pragatifin.com CIN - U65990TG2021PTC148992

Pragati Finserv Private Ltd



Employee ID – 100014

13. Exclusivity & Severability

- 13.1. During the term of your appointment/employment with the company, you will work exclusively for the company and will not engage, in any manner whatsoever, in any other gainful or commercial employment or business or activity, directly or indirectly, nor will you engage in any activity that conflicts with your obligations towards the Company.

14. Resolution of dispute

- 14.1. All disputes or differences arising in connection with this letter shall be subject to the jurisdiction of courts in Hyderabad only irrespective of your working location.

15. Retirement

- 15.1. You will automatically retire from the services of the company at the end of the month in which you attain the superannuating age of -58- years. Your date of birth as recorded by us is **24-07-1999**, which will be used to calculate your age of superannuation.

16. Handing over process

- 16.1. In case of your disassociation from the company due to any reason, before relieving from the services of the company, you will complete your pending tasks and hand-over all material, information and property belonging to the company which is in your possession, to a designated official of the Company identified by the HR Dept or your immediate supervisor, at the earliest and not later than the last working day.
- 16.2. In case of your departure without completing the charge hand-over process, the company reserves the right not to settle your accounts and not to pay any amount as might be payable to you and to initiate appropriate legal action for breach of terms of employment.

17. Termination of employment

Under certain specific circumstances as mentioned below, your employment can be terminated by the company without providing any notice or compensation in lieu of notice.

- 17.1. Breach of any terms of this appointment, code of conduct, policies & procedures of the company, any violation or compromise with the intellectual property rights of the company, unauthorized disclosure of confidential information.
- 17.2. In the event you are found to be guilty of any act of gross misconduct or indiscipline on account of falsification, dishonesty, misappropriation, dereliction of duty in discharging your duties and functions, irregular attendance, misbehavior with colleagues and neglect of duty.
- 17.3. Absence from your normal place of work for more than -5- (Five) days continuously without appropriate reasons & prior approval for leave.
- 17.4. Consistent non-performance by you as per the verdict of the company.
- 17.5. In the event of being convicted of any criminal offence by any court of Law.
- 17.6. In the event of being found mentally or physically incapacitated to discharge your functions.
- 17.7. In the event of intended termination from services on the grounds mentioned above, the company shall seek your explanation in writing detailing the breach and will provide you -7- (seven) days' time for furnishing your explanation. The company reserves the right to accept or reject any such explanation provided by you and the decision of the company shall be final and binding on you.

Pragati Finserv Pvt Ltd,

4th Floor, MB Towers, Road No. 10, Avenue 4, Banjara Hills, Hyderabad, Telangana 500034

www.pragatifin.com CIN - U65990TG2021PTC148992

Pragati Finserv Private Ltd



Employee ID – 100014

18. General

- 18.1. The company will deduct taxes as per the Indian Tax regulations. You shall be responsible for your tax liabilities under all applicable Tax Laws and Regulations.
- 18.2. In case of any change in your residential address, email ID or any personal data during your employment with the company, you shall intimate the same to the company in writing within three days from the date of such change.
- 18.3. All communications mailed to you by the company to the latest address given by you by Registered post, shall be deemed to have been received by you. Also, any information or communication sent to the email address provided by you will be treated as sufficient notice to you.
- 18.4. Any other terms, conditions, stipulations not specifically mentioned herein shall be governed by the HR Policy and other policies and procedures of the Company as applicable and as may be amended from time to time.

We wish you a long and happy association with us.

Thanking you,
for Pragati Finserv Private Limited

Pradipta Sahoo
Chief Human Resources Officer

Annexures: (i) Compensation Structure (Annexure 1)
(ii) Role & Responsibilities (Annexure 2)

Acceptance

I have read and understood the above Terms & Conditions of employment and hereby confirm my acceptance

Name:

Date of Joining :

Signature :

Pragati Finserv Private Ltd



Employee ID – 100014

Annexure 1 Details of Cost to Company – Kavadi Niharika

CTC Component	INR per Month	INR per Annum
Basic Pay	10,417	1,25,004
HRA	5,209	62,508
Advance Bonus	868	10,416
Other Allowance	2,759	33,108
Total Gross Salary	19,253	2,31,036
Employer Contribution to PF	1,581	18,972
Total Fixed CTC	20,834	2,50,008
Employer Contribution to ESIC (Over & Above)	626	7,512
Total Cost to the Company (CTC)	21,460	2,57,520
Please note that there would be deductions from your salary towards your own contribution to Provident Fund, ESIC, Professional Tax, Income Tax as per the applicable Government Rules / Acts.		
You will be eligible for other benefits viz. Gratuity as per the Company Policy.		

Annexure – 2 Job Description

1. Develop and Implement new software programs
2. Maintain and improve the performance of existing applications
3. Data Analysis
4. Test and maintain software products to ensure strong functionality and optimization
5. Recommend improvements to existing software programs as necessary
6. Prepare necessary documentation for projects ex: Requirements document, Design documents, Test plans, User manuals etc.
7. Clearly and regularly communicate with management and technical support colleagues.

**BE YOURSELF,
MAKE A DIFFERENCE.**



Strictly Private and Confidential

Date:18-Mar-2021

**Rithika Gurram
C9306049**

**Flat no 313, Vasavi Bhuvana apts, Behind Nikhil Hospital, Srinagar colony,
8790144008**

Dear **Rithika Gurram,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level-12

Job Family Group - Software Engineering



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

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

Pre-Onboard Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). This program further enhances and further details the training opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent. The training module for the program will be made available to you at least 3 months before onboarding to give you a reasonable time to learn at your pace and comfort and prepare for the ensuing assessments.

Details of the program and assessment are reiterated as under:

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

Your employment and onboarding with Accenture is subject to your successful completion of the assessment of the program(within stipulated period for Accenture to provide you date of joining), as mentioned above. Should you not clear same this offer shall become redundant and will be revoked.

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

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

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

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

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

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

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

Yours sincerely,

ACKNOWLEDGED AND AGREED:



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

[Insert full legal name]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

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

(C) Joining Bonus

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

Note: For International Worker Only*

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

* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

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

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

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

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

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

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

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

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

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

ANNEXURE II

Mandatory documentation at the time of onboarding:

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



Oracle India Private Limited
India Development Center
Oracle Technology Park
3, Bannerghatta Road
Bangalore - 560 029, India
Phone +91 80 4107 6000
Fax +91 80 2552 6124

Registered office address:
F-01/02, First Floor,
Salcon Rasvilas Plot no. D-1,
District Centre, Saket,
New Delhi – 110 017
Phone: 91-11- 46509000
Fax: 91-11-40574722
CIN: U74899DL1993PTC051764

Reference ID: 103973

05 June 2021

Sahiti Arigela

Dear Sahiti,

We are pleased to offer you employment in the position of Associate Performance Engineer with Oracle India Private Limited, IDC ("Oracle"). Your base of operation is HYDERABAD, India. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of INR 1,100,000.00 payable over twelve (12) months. In addition, you will be eligible to participate in the standard bonus compensation plan relevant to your role and line of business.

The break-up of Total Gross compensation is given below:

Components	Amount (INR) p.a
A. Basic salary	460,189.00
B. Flexible Benefit Plan (FBP) **	562,453.00
C. Annual Gross Pay AGP (A+B)	1,022,642.00
D. Company's contribution to PF	55,223.00
E. Company's contribution to Gratuity	22,135.00
Total Gross (C+D+E)	1,100,000.00

** - Details of Flexible Benefit Plan is provided in the Annexure "*Employment Agreement & Employment Benefits*"

The Company may, at any time, review and/or restructure the Compensation Package.

This offer is our formal contract and must be read and accepted in conjunction with the Employment Agreement & Employment Benefits, Proprietary Agreement and Disclosure of interest.

In addition to these terms and conditions stated in the above documents, there are other company



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India Development Center
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Bangalore - 560 029, India
Phone +91 80 4107 6000
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Registered office address:
F-01/02, First Floor,
Salcon Rasvilas Plot no. D-1,
District Centre, Saket,
New Delhi – 110 017
Phone: 91-11- 46509000
Fax: 91-11-40574722
CIN: U74899DL1993PTC051764

policies and procedures which you agree to observe and follow during your employment with Oracle. These company policies and procedures may be varied from time to time.

International transfers may be subject to a background check, depending on their function and location, and applicable laws and regulations, provided they did not go through the screening process when they were originally hired at Oracle. In some countries, local laws and regulations and local Oracle policy may prohibit the screening of merger and acquisition employees.

This offer of employment is contingent upon no adverse information being obtained during reference checking with previous employers, approval of your employment / immigration pass application (if applicable) and satisfactory completion of Oracle's pre-employment background screening process. If you fail any of the above checks, validation or approval, or do not cooperate or provide assistance in undergoing such checks, validation or approval process, this offer will immediately lapse without any claim against, or liability to Oracle.

Once all the information has been obtained and you have satisfactorily completed and passed Oracle's pre-employment background screening process, you will be advised of your commencement date. Upon commencement with Oracle, a final background check will be undertaken in respect of your former employment as may be applicable. In the event that you have provided incorrect, false or misleading information in relation to your former employment, your employment with Oracle will immediately be terminated without any notice.

In the event that you have commenced working for Oracle prior to completion of the background screening process, and have subsequently fail any of the checks, validation or approval, or have not co-operated or provided assistance in undergoing such checks, validation or approval process, your employment will be terminated with immediate effect without any claim against, or liability to Oracle.

By accepting this offer you confirm that there are no contractual or other legal impediments which may prevent you commencing employment with the Company. Upon acceptance by you, this offer shall form the employment agreement between you and the Company.

New employees are inducted **every Monday/ Thursday beginning 9.30am**. You may therefore choose to commence on any Monday or Thursday based on prior confirmation. On your day of commencement you will be required to sign in all pages including Employment Agreement for our records, a copy of the offer and the Proprietary Information Agreement.

The letter of offer is valid for 2 weeks from the date hereof for conveying your acceptance and conditional on confirmation by you that you will commence employment on the date specified by your Manager Sivaramarao Pendyala (unless agreed otherwise by your Manager).

This offer will automatically lapse if not accepted within 2 weeks from the date hereof.



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Fax +91 80 2552 6124

Registered office address:
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Salcon Rasvilas Plot no. D-1,
District Centre, Saket,
New Delhi – 110 017
Phone: 91-11- 46509000
Fax: 91-11-40574722
CIN: U74899DL1993PTC051764

Yours Sincerely,
For and on behalf of Oracle India Private Limited, IDC

Srihari Beldona
Vice President - Human Resources, India

OFFER LETTER ACCEPTANCE:

I acknowledge that I have read and understood the terms of this offer letter. I understand that as a pre-condition of my employment by Oracle, I will also be required to review and accept

- An Employment Agreement which, together with this offer letter, will constitute my formal contract of employment; and
- A separate Proprietary Information Agreement.

In addition to the terms and conditions stated in the above documents, there are other company policies and procedures which I agree to observe and follow during my employment with Oracle. These company policies and procedures may be varied from time to time at Oracle's discretion.

*Offer letter for candidate Sahiti Arigela
Candidate's response "Accepted" was recorded on June 05, 2021 01:38 PM Singapore
Electronically signed by Sahiti Arigela on June 05, 2021
Electronically signed from 124.123.161.99*

Date: December 18, 2020

Private & Confidential

Sai Harshitha Gollapalli
CBIT

Dear Sai Harshitha Gollapalli

Congratulations on your new position with the company Gap IT Services India Private Limited, we support talent development across the company and encourage employees to seek out opportunities that best fit their interests and strengths. We feel confident your new position will provide many rewarding challenges and opportunities for future career growth. Below is a summary of the terms and conditions, which we wish to offer you for the position:

- 1. Position: Software Engineer Associate, Grade 16**
- 2. Location: Hyderabad**
- 3. Start Date: June 28,2021 (Tentative)**
- 4. Compensation Kindly refer *Annexure "A"* for your compensation components**

Bonus Based on your position as Software Engineer Associate, you will participate in the Professional Cash Incentive Award Plan (ProCAP). ProCAP is an incentive program that rewards achievement of Gap Inc. and/or Division financial and operational objectives. Final bonus amounts may be adjusted by managers based on individual performance. Provided you begin your employment prior to November 1, 2021, you are eligible to participate in the program for fiscal 2021 (February 2021– January 2022). Under the current program, your annual target bonus will be 8 % of your base salary. Depending on results, your actual bonus, if any, may be higher or lower and can reach a maximum of 16%. Bonus payments will be prorated based on active time in position, divisional or country assignment and changes in base salary or incentive target that may occur during the fiscal year. Bonuses for fiscal 2021 are scheduled for payment in March 2022 and you must be employed by Gap Inc. on the payment date to be eligible for an award. Gap Inc. has the right to modify the program at any time. Management discretion can be used to modify the final award amount. Bonus payments are subject to supplemental income tax withholding

Benefits: Company paid Life and Medical insurance program will be effective for you from the day you report to work. Detailed information on all the Benefits Programs will be provided to you on your first day of employment.

Termination Notice. Your employment can be terminated by 2 (Two) months' notice or payment in lieu on either side. We reserve the right to terminate your employment without notice or payment in lieu for any breach of the Company's regulations or misconduct by you, and only your salary accrued (if any) will be paid Confidential. In case this termination voluntarily/ involuntarily (through Code of Business Conduct) is within 1 year from the date of joining, all expenses incurred by the employer will be recovered through employee's full and final settlement. This includes both- arrangement costs directly borne by the employer or the expense claimed by employee.

Code of Conduct. As part of your employment, you will be given a copy of our code of conduct. It outlines many of the details that pertain to standard of business behaviors that we expect all employees to live by. It is important for you to fully understand this philosophy and the policies and procedures governing it. You will be required to separately sign a copy of code of conduct as an acknowledgement of having read the same.

Warranties: You confirm and warrant that:

- (a) you have carefully read and fully understand all the provisions of this Agreement.
- (b) you have not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime, even if you are subject to a pardon, amnesty, or other similar legal action and there is no lawsuit, arbitration, administrative or other proceeding or governmental investigation pending or, to the best of your knowledge, threatened against you.
- (c) you have not been the subject of any adverse court judgment which threatens your solvency or substantially compromises your financial security.
- (d) you have all the necessary licenses, permissions, consents, approvals, qualifications and memberships required of you to perform the duties under this Agreement.
- (e) by entering into this Agreement or performing any of the obligations under it, you will not be in breach of any court order or any express or implied terms of any contract or other obligation binding on you. You further undertake to indemnify Gap against any such claims, costs, damages, liabilities or expenses which Gap may incur if you are in breach of any such obligations.
- (f) in the performance of your obligations, you will not utilize or make available to Gap any confidential or proprietary information of any third party or violate any obligation with respect to such information.
- (g) you have never been suspended, censured or otherwise been subjected to any disciplinary action or other proceeding, litigation or investigation by any state or governmental body or agency or any regulatory authority or self-regulatory organization.

Past Record. This employment is on the basis that the information submitted by you is complete and correct. You agree and acknowledge that if it is found that the information submitted is false or incomplete or that you have concealed certain material information which detrimentally impacts your employment, Gap may terminate employment without providing any notice or pay in lieu thereof.

This offer is contingent & valid only upon successful completion of a background verification being conducted by the company.

.....

Ankit Arora
Director – Human Resources
Authorized Signatory

.....

Accepted
Sai Harshitha Gollapalli

ANNEXURE A

GAP INC. TECHNOLOGY		
Components	Monthly (INR)	Annual (INR)
Basic Pay	26,400	316,800
House Rent Allowance	10,560	126,720
Leave Travel Allowance	2,640	31,680
Special Allowance	26,400	316,800
Annual Gross Base (AGB)	66,000	792,000
Retirals		
Provident Fund (Employer Contribution)	3,168	38,016
Gratuity (accrual only)	1,270	15,240
Total Fixed Compensation	70,438	845,256
Bonus		
Performance Bonus (ProCAP) @ 8% of AGB	5,280	63,360
Total Cash Compensation	75,718	908,616



.....
Ankit Arora
Director – Human Resources
Authorized Signatory

.....
I accept the offer outlined above
Sai Harshitha Gollapalli

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

Date:05-Mar-2021

Sai Pranavi Reddy Patlolla
C9255516

3-7-400/MT/117, Maple Town Villas, Suncity, Bandlaguda Jagir.

8074050017

Dear Sai Pranavi Reddy Patlolla,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level-12

Job Family Group - Software Engineering



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

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

Version 6.1 Feb 2021

1

Pranavi

Candidate's Signature

Reference Id: 937ed5c1-4ede-46d6-b812-67955fb3c8e9_1
Signed By: Mahesh Vasudeo Zurale

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

333

Date:31-Mar-2021

Sanjana Guntha
C9347551

plot number 11, Gayathri Nagar, behind Hyundai service centre,3rd lane,karmanghat
6309841418

Dear Sanjana Guntha,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level-12

Job Family Group - Software Engineering



Roll No: 160117735079 (ECE-2)

2021 passed out

Pho. no: 6309841418

Mail: gunthasanjana@gmail.com

2020-21

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

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

Pre-Onboard Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). This program further enhances and further details the training opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent. The training module for the program will be made available to you at least 3 months before onboarding to give you a reasonable time to learn at your pace and comfort and prepare for the ensuing assessments.

Details of the program and assessment are reiterated as under:

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

Your employment and onboarding with Accenture is subject to your successful completion of the assessment of the program (within stipulated period for Accenture to provide you date of joining), as mentioned above. Should you not clear same this offer shall become redundant and will be revoked.

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

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

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

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

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

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

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

Yours sincerely,

ACKNOWLEDGED AND AGREED:



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

[Insert full legal name]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

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

(C) Joining Bonus

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

Note: For International Worker Only*

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

* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

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

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

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

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

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

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

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

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

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

ANNEXURE II

Mandatory documentation at the time of onboarding:

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



Deloitte Consulting India Private Limited

Opposite to Meenakshi Tech park,
4th Floor, Survey No 41, Gachibowli
village,
Ranga Reddy, Hyderabad,
Telangana – 500032

Tel: +91 040 67621000
www.deloitte.com

08/19/2021

Ms. Shreya Reddy G
Flat No 402, Ksr Tirumala Residency
Vishweshwarayya Engineers Colony, Bn Reddy Nagar,
Hyderabad - 500070

Subject: Offer of Employment

Dear Shreya Reddy G:

In Process

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **September 27, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000/-** subject to your reporting for full-time employment on **September 27, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from

time to time. Deloitte LLP and its U.S.-based subsidiaries (the “Deloitte U.S. Firms”) require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer’s Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **September 27, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

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

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Shreya Reddy G, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:

Chandra Shekar Hegganur Shivaramu

8147E9EE3BD84A8...

Authorized Signatory

Date: December 18, 2020

Private & Confidential

Sowmyasri Sangapu
CBIT

Dear Sowmyasri Sangapu

Congratulations on your new position with the company Gap IT Services India Private Limited, we support talent development across the company and encourage employees to seek out opportunities that best fit their interests and strengths. We feel confident your new position will provide many rewarding challenges and opportunities for future career growth. Below is a summary of the terms and conditions, which we wish to offer you for the position:

1. Position: Software Engineer Associate, Grade 16
2. Location: Hyderabad
3. Start Date: June 28, 2021 (Tentative)
4. Compensation Kindly refer Annexure "A" for your compensation components

Bonus Based on your position as Software Engineer Associate, you will participate in the Professional Cash Incentive Award Plan (ProCAP). ProCAP is an incentive program that rewards achievement of Gap Inc. and/or Division financial and operational objectives. Final bonus amounts may be adjusted by managers based on individual performance. Provided you begin your employment prior to November 1, 2021, you are eligible to participate in the program for fiscal 2021 (February 2021–January 2022). Under the current program, your annual target bonus will be 8% of your base salary. Depending on results, your actual bonus, if any, may be higher or lower and can reach a maximum of 16%. Bonus payments will be prorated based on active time in position, divisional or country assignment and changes in base salary or incentive target that may occur during the fiscal year. Bonuses for fiscal 2021 are scheduled for payment in March 2022 and you must be employed by Gap Inc. on the payment date to be eligible for an award. Gap Inc. has the right to modify the program at any time. Management discretion can be used to modify the final award amount. Bonus payments are subject to supplemental income tax withholding.

Benefits: Company paid Life and Medical insurance program will be effective for you from the day you report to work. Detailed information on all the Benefits Programs will be provided to you on your first day of employment.

Termination Notice. Your employment can be terminated by 2 (Two) months' notice or payment in lieu on either side. We reserve the right to terminate your employment without notice or payment in lieu for any breach of the Company's regulations or misconduct by you, and only your salary accrued (if any) will be paid Confidential. In case this termination voluntarily/ involuntarily (through Code of Business Conduct) is within 1 year from the date of joining, all expenses incurred by the employer will be recovered through employee's full and final settlement. This includes both- arrangement costs directly borne by the employer or the expense claimed by employee.

Code of Conduct. As part of your employment, you will be given a copy of our code of conduct. It outlines many of the details that pertain to standard of business behaviors that we expect all employees to live by. It is important for you to fully understand this philosophy and the policies and procedures governing it. You will be required to separately sign a copy of code of conduct as an acknowledgement of having read the same.

Warranties: You confirm and warrant that:

- (a) you have carefully read and fully understand all the provisions of this Agreement.
- (b) you have not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime, even if you are subject to a pardon, amnesty, or other similar legal action and there is no lawsuit, arbitration, administrative or other proceeding or governmental investigation pending or, to the best of your knowledge, threatened against you.
- (c) you have not been the subject of any adverse court judgment which threatens your solvency or substantially compromises your financial security.
- (d) you have all the necessary licenses, permissions, consents, approvals, qualifications and memberships required of you to perform the duties under this Agreement.
- (e) by entering into this Agreement or performing any of the obligations under it, you will not be in breach of any court order or any express or implied terms of any contract or other obligation binding on you. You further undertake to indemnify Gap against any such claims, costs, damages, liabilities or expenses which Gap may incur if you are in breach of any such obligations.
- (f) in the performance of your obligations, you will not utilize or make available to Gap any confidential or proprietary information of any third party or violate any obligation with respect to such information.
- (g) you have never been suspended, censured or otherwise been subjected to any disciplinary action or other proceeding, litigation or investigation by any state or governmental body or agency or any regulatory authority or self-regulatory organization.

Past Record. This employment is on the basis that the information submitted by you is complete and correct. You agree and acknowledge that if it is found that the information submitted is false or incomplete or that you have concealed certain material information which detrimentally impacts your employment, Gap may terminate employment without providing any notice or pay in lieu thereof.

This offer is contingent & valid only upon successful completion of a background verification being conducted by the company



.....
Ankit Arora
Director - Human Resources
Authorized Signatory



.....
Accepted
Sowmyasri Sangapu

ANNEXURE A

GAP INC. TECHNOLOGY		
Components	Monthly (INR)	Annual (INR)
Basic Pay	26,400	316,800
House Rent Allowance	10,560	126,720
Leave Travel Allowance	2,640	31,680
Special Allowance	26,400	316,800
Annual Gross Base (AGB)	66,000	792,000
Retirals		
Provident Fund (Employer Contribution)	3,168	38,016
Gratuity (accrual only)	1,270	15,240
Total Fixed Compensation	70,438	845,256
Bonus		
Performance Bonus (ProCAP) @ 8% of AGB	5,280	63,360
Total Cash Compensation	75,718	908,616

Ankit Arora

Ankit Arora
Director - Human Resources
Authorized Signatory

Sowmyasri Sangapu

I accept the offer outlined above
Sowmyasri Sangapu

Letter of Offer/Appointment with AmpleLogic

Date:13-08-2021

To, Abdul Lateef

Place: Hyderabad

Sub: Letter of Offer/Appointment.

Dear Abdul Lateef

Congratulations on your Success!

This is with reference to the interview you had with us; we are pleased to offer you an appointment in our organization as **Trainee Associate** with effect from **16th AUGUST 2021**. In this position your initial remuneration will be **INR 200000/-** per annum (Rupees Two lakhs Only per Annum).

Salary:

CTC Components	Rs. (Annual)	Deductions	Rs. (Annual)
Basic Pay	80000.00	EPF (Employee Contribution)	9600.00
House Rent Allowance	32000.00	Profession Tax	1800.00
Conveyance Allowance	19200.00		
Medical Allowance	15000.00		
Special Allowance	44200.00		
EPF- Employer contribution	9600.00		
Total CTC:	200000.00	(B) Total Deductions	11,400.00
Gross Salary (A)	190,400.00	Net Salary payment (A-B)	179,000.00

Your offer has been made based on information furnished by you. Offer stands cancelled in case of any deviations in information provided by you or if you fail to report on or before the pre-decided joining date.

Notice Period:

In case of termination or resignation of services, either party should give notice period of 2 months and the final decision will be taken by the management.

Our Office Location:

AmpleLogic,
Melange Tower, **Wing-C,1st and 2nd** Floor, Patrika Nagar,
Hitech City, Madhapur, Hyderabad-500081, India

Date of Joining: 16 August 2021

Reporting Time: 10.00 AM

Venkanna Software Services Private Limited

Melange Tower, 2nd Floor, Wing –C, Patrika Nagar, Hi-tech City, Madhapur, Hyderabad-500081, India.

Phone: - 040-42489921-99 | www.amplelogic.com | GSTIN:36AADCV1315K1ZE

Documents required at the time of joining: (Originals with photocopy):

- 4 Passport Size Photographs (with white background)
- Photocopies of all Academic Certificate & Marksheets (10th, 12th, Graduation, Post-Graduation)
- Experience Letter, Salary Slip, Relieving Letter for 2 past employers.
- Passport Copy (with Visa copies)/Ration Card/Voter ID Case (With Original)/Aadhar card
- PAN Card Copy (With Original)
- Two Professional References

Please send above documents on mail.

We congratulate you and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We are excited about the potential that you will bring to our organization and assure you of our support for your professional development and growth. Please feel free to reach us if you have any queries or concern.

With Best Wishes,
Your Sincerely,

For Venkanna Software Services Private Limited

Accepted By



Ayesha Syed
Human Resource Consultant

Employee Name



To,

Name : Abhijit Chandra Utpala

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

Dear Abhijit Chandra Utpala,

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

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

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

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

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

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

Annexure A

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

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

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

“This is an electronically generated document does not require signatures”



23-Mar-2021

Dear Abhinav Kalloormana,
 B.Tech/B.E., Electronics and Communication Engineering
 Chaitanya Bharathi Institute of Tech, Hyderabad

Candidate ID – 15088025

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.450,740/-. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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

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.

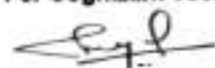
3.3 GenC Training Post joining:

- 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 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: 11/10/2021

Compensation and Benefits

Name: Abhinav Kalloormana

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.



HRD/NOBA/1001726262

September 22, 2021

Mr. Ajay Srikar
Villa No 20 Sree Vaishno Enclave Near Nh44
Sai Nagar Kompally
Hyderabad - 500014
Telangana
India
Ph: (91) 95506 17924

Dear Ajay,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

HRD/NOBA/1001726262

September 22, 2021

Mr. Ajay Srikar
Villa No 20 Sree Vaishno Enclave Near Nh44
Sai Nagar Kompally
Hyderabad - 500014
Telangana
India
Ph: (91) 95506 17924

Dear Ajay,

Congratulations! We are delighted to make you an offer as **Digital Specialist Engineer** and your role is **Digital Specialist Engineer**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **October 4, 2021**.

Location

Your location of training is **Mysore, India**. The location of posting (“work location”) would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.*

Training Period:

The training program will consist of classroom training and on-the-job training. The duration of the classroom 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.

Probation and confirmation

You will be on probation for a period of six months from the date of completion of the training and your allocation to Unit. 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 in Annexure - III.



Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for **15** working days of leave annually, during probation. On confirmation, you will be eligible for **20** 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 financial 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 **Digital Specialist Engineer** 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 Infosys from the date of your joining and up to a period of 12 months 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. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

Compensation and Benefits

Salary

Your Fixed Gross Salary will be **INR 41,668** per month. The break-up of your salary has been provided in the Compensation Details sheet at Annexure – I.

Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year **2021-22** will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company intranet, based on your preferences and income tax plans



National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - III 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 (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 4,00,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice period

During the probation period, 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 or salary thereof. 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".

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 Infosys requires you to furnish a copy of your passport at the time of joining. 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 Infosys. 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 **Digital Specialist Engineer** 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 Infosys. 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, at least till the penultimate semester. 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, on the intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure - II).



This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.

Yours sincerely,



RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: _____, 20____

Sign your name

Print your name Location

ANNEXURE –I

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	Mr. Ajay Srikar
ROLE	Digital Specialist Engineer
ROLE DESIGNATION	Digital Specialist Engineer
1. MONTHLY COMPONENTS	
BASIC SALARY	20,840
BASKET OF ALLOWANCES	13,157
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	3,960
MONTHLY GROSS SALARY	37,957

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	208

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	2,501
GRATUITY - 4.81% of Basic Salary *	1,002
FIXED GROSS SALARY (1+2+3)	41,668

TOTAL GROSS SALARY	41,668
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OTHER BENEFITS				
Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty Thousand (With Security)	@ 5%	24	Nil
	Twenty-five Thousand (Without Security)			
SALARY LOAN	One Month's Gross Salary	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.				
* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act				



ANNEXURE II

NON COMPETE AGREEMENT

I, _____ do hereby acknowledge and confirm the following: -

(1) I am accepting employment with Infosys Limited (“Infosys”). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys for whom I performed services as a Company employee (each such client hereinafter referred to as a “Customer”).

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purpose of this Non-Compete Agreement, “Named Competitor” shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place: _____ Employee Signature: _____

Date: _____ Employee Name : **Mr. Ajay Srikar**

Acknowledged by Infosys Limited:



**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

Date:16-Mar-2021

**Akshith Aluguri
C9295862**

**Bhavani Nilayam, ou colony, shaikpet.
8522002012**

Dear **Akshith Aluguri**,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level-12

Job Family Group - Software Engineering



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

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

Pre-Onboard Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). This program further enhances and further details the training opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent. The training module for the program will be made available to you at least 3 months before onboarding to give you a reasonable time to learn at your pace and comfort and prepare for the ensuing assessments.

Details of the program and assessment are reiterated as under:

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

Your employment and onboarding with Accenture is subject to your successful completion of the assessment of the program(within stipulated period for Accenture to provide you date of joining), as mentioned above. Should you not clear same this offer shall become redundant and will be revoked.

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

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

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

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

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

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

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

Yours sincerely,

ACKNOWLEDGED AND AGREED:



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

[Insert full legal name]

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	25,000
(D) Additional Benefits	
Gratuity as per law# + Insurance Premium (notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	4,50,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

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

(C) Joining Bonus

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

Note: For International Worker Only*

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

* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

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

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

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

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

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

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

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

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

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

ANNEXURE II

Mandatory documentation at the time of onboarding:

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

12:20

5G Wi-Fi 74%



Re: Interview Result at BYJU's



Arun Sarma
arun.kumar.s

Sep 17



Dear Sarun Kumar,

Congratulations!! We are thrilled to inform that you have been selected for the position of **Business Development Trainee** at **BYJU'S – The Learning App**.

Please reply to this mail to acknowledge and confirm your offer.

Joining Details:

Date of Joining : 09/28/2021

Role Location : Vijayawada

Sales Circle Location : Guntur

BDT Training Location : Bengaluru (or WFH)

← ∨ Reply

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

Date:06-Apr-2021

Nandigama Charanjit
C9369621

H.no- 7-5-10/1, Venkateshwara colony, Mahabubnagar(town), Mahabubnagar(dist), pin code: 509001, Telangana State

9885437154

Dear Nandigama Charanjit,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level-12

Job Family Group - Software Engineering



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

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



Offer: Computer Consultancy
Ref: TCSL/CT20203135333/Hyderabad
Date: 11/01/2021

Mr. Dheeraj Vamsi Gaddam
Flat No 505, Siri Elite Apartments Raavindra Nagar,
Shivaram Nagar,
Nalgonda-508001,
Telangana.
Tel# 91-8179810262

Dear Dheeraj Vamsi Gaddam,

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 **7,00,022/-** 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 & Conditions). You will also be issued a letter of appointment at the time of your joining after

TCS Confidential
TCSL/CT20203135333

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 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



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 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 **4,200/-**. 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 **3,200/-** 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.

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 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.
- 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 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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TCSL/CT20203135333

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 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



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 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.

3. Probation Period

You will be on probation for three months. Your confirmation will be communicated to you in writing. TCSL reserves the right to terminate your employment without any notice or payment in lieu thereof in case your performance, behaviour and/or conduct during the probation period is found unsatisfactory or the Back Ground Check turns out negative.

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 to 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 probation 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 written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this offer 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 your appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. 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.

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. 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.

11. 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.

12. 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

13. 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.

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.

14. 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.

15. 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.

16. 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.

17. 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 probation/service without notice.

18. 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)
- *Passport
- *NSR E-Card

19. 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.



20. 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.

21. 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.

22. 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.

23. 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 3 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

K Ganesan
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



GROSS SALARY SHEET

Annexure 1

Name	Dheeraj Vamsi Gaddam
Designation	Systems Engineer
Institute Name	Chaitanya Bharati Institute Of Technology, Hyderabad

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	15,000	1,80,000
Bouquet Of Benefits #	26,522	3,18,264
2) Performance Pay		
Monthly Performance Pay	4,200	50,400
Performance Bonus*	3,200	38,400
3) City Allowance	400	4,800
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,800	21,600
Gratuity	721	8,658
Total of Annual Components & Retirals	2,522	38,158
Retention Incentive	NA	70,000
TOTAL GROSS	51,844	7,00,022
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.

*** 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	7,500	90,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	17,272	2,07,264
GROSS BOUQUET OF BENEFITS	26,522	3,18,264



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, CHANDAKA 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 & 109-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 - IIF/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

Confidentiality and IP Terms and Conditions - Annexure 3:

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 of 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.



Oracle India Private Limited
India Development Center
Oracle Technology Park
3, Bannerghatta Road
Bangalore - 560 029, India
Phone +91 80 4107 6000
Fax +91 80 2552 6124

Registered office address:
F-01/02, First Floor,
Salcon Rasvilas Plot no. D-1,
District Centre, Saket,
New Delhi – 110 017
Phone: 91-11- 46509000
Fax: 91-11-40574722
CIN: U74899DL1993PTC051764

Reference ID: 103954

08 June 2021

Hrithik Roshan Palampatla

Dear Hrithik Roshan,

We are pleased to offer you employment in the position of Applications Developer 1 with Oracle India Private Limited, IDC ("Oracle"). Your base of operation is Hyderabad, India. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of INR 1,100,000.00 payable over twelve (12) months. In addition, you will be eligible to participate in the standard bonus compensation plan relevant to your role and line of business.

The break-up of Total Gross compensation is given below:

Components	Amount (INR) p.a
A. Basic salary	460,189.00
B. Flexible Benefit Plan (FBP) **	562,453.00
C. Annual Gross Pay AGP (A+B)	1,022,642.00
D. Company's contribution to PF	55,223.00
E. Company's contribution to Gratuity	22,135.00
Total Gross (C+D+E)	1,100,000.00

** - Details of Flexible Benefit Plan is provided in the Annexure "*Employment Agreement & Employment Benefits*"

The Company may, at any time, review and/or restructure the Compensation Package.

This offer is our formal contract and must be read and accepted in conjunction with the Employment Agreement & Employment Benefits, Proprietary Agreement and Disclosure of interest.

In addition to these terms and conditions stated in the above documents, there are other company



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3, Bannerghatta Road
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policies and procedures which you agree to observe and follow during your employment with Oracle. These company policies and procedures may be varied from time to time.

International transfers may be subject to a background check, depending on their function and location, and applicable laws and regulations, provided they did not go through the screening process when they were originally hired at Oracle. In some countries, local laws and regulations and local Oracle policy may prohibit the screening of merger and acquisition employees.

This offer of employment is contingent upon no adverse information being obtained during reference checking with previous employers, approval of your employment / immigration pass application (if applicable) and satisfactory completion of Oracle's pre-employment background screening process. If you fail any of the above checks, validation or approval, or do not cooperate or provide assistance in undergoing such checks, validation or approval process, this offer will immediately lapse without any claim against, or liability to Oracle.

Once all the information has been obtained and you have satisfactorily completed and passed Oracle's pre-employment background screening process, you will be advised of your commencement date. Upon commencement with Oracle, a final background check will be undertaken in respect of your former employment as may be applicable. In the event that you have provided incorrect, false or misleading information in relation to your former employment, your employment with Oracle will immediately be terminated without any notice.

In the event that you have commenced working for Oracle prior to completion of the background screening process, and have subsequently fail any of the checks, validation or approval, or have not co-operated or provided assistance in undergoing such checks, validation or approval process, your employment will be terminated with immediate effect without any claim against, or liability to Oracle.

By accepting this offer you confirm that there are no contractual or other legal impediments which may prevent you commencing employment with the Company. Upon acceptance by you, this offer shall form the employment agreement between you and the Company.

New employees are inducted **every Monday/ Thursday beginning 9.30am**. You may therefore choose to commence on any Monday or Thursday based on prior confirmation. On your day of commencement you will be required to sign in all pages including Employment Agreement for our records, a copy of the offer and the Proprietary Information Agreement.

The letter of offer is valid for 2 weeks from the date hereof for conveying your acceptance and conditional on confirmation by you that you will commence employment on the date specified by your Manager Ram Muppidi (unless agreed otherwise by your Manager).

This offer will automatically lapse if not accepted within 2 weeks from the date hereof.



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Phone: 91-11- 46509000
Fax: 91-11-40574722
CIN: U74899DL1993PTC051764

Yours Sincerely,
For and on behalf of Oracle India Private Limited, IDC

Srihari Beldona
Vice President - Human Resources, India

OFFER LETTER ACCEPTANCE:

I acknowledge that I have read and understood the terms of this offer letter. I understand that as a pre-condition of my employment by Oracle, I will also be required to review and accept

- An Employment Agreement which, together with this offer letter, will constitute my formal contract of employment; and
- A separate Proprietary Information Agreement.

In addition to the terms and conditions stated in the above documents, there are other company policies and procedures which I agree to observe and follow during my employment with Oracle. These company policies and procedures may be varied from time to time at Oracle's discretion.



Oracle Solution Services
(India) Private Limited

Registered office address:
7th and 8th Floor
Commerce @ Mantri 12/1, 12/2,
Nayanappasetty Palya Village
Bannerghatta Road
Bengaluru 560076
Karnataka

Phone +91 80 4029 6000
Fax +91 80 4029 6475
CIN: U72900KA1995PTC018327

Reference ID: 105498

10 June 2021

Mahidhara Reddy Kankara

Dear Mahidhara Reddy,

We are pleased to offer you employment in the position of Associate Software Engineer with Oracle Solution Services (India) Private Limited ("Oracle"). Your base of operation is Hyderabad, India. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of INR 1,100,000.00 payable over twelve (12) months. In addition, you will be eligible to participate in the standard bonus compensation plan relevant to your role and line of business.

The break-up of Total Gross compensation is given below:

Components	Amount (INR) p.a
A. Basic salary	460,189.00
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Total Gross (C+D+E)	1,100,000.00

** - Details of Flexible Benefit Plan is provided in the Annexure "*Employment Agreement & Employment Benefits*"

The Company may, at any time, review and/or restructure the Compensation Package.

This offer is our formal contract and must be read and accepted in conjunction with the Employment Agreement & Employment Benefits, Proprietary Agreement and Disclosure of interest.

In addition to these terms and conditions stated in the above documents, there are other company policies and procedures which you agree to observe and follow during your employment with Oracle. These company policies and procedures may be varied from time to time.



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CIN: U72900KA1995PTC018327

International transfers may be subject to a background check, depending on their function and location, and applicable laws and regulations, provided they did not go through the screening process when they were originally hired at Oracle. In some countries, local laws and regulations and local Oracle policy may prohibit the screening of merger and acquisition employees.

This offer of employment is contingent upon no adverse information being obtained during reference checking with previous employers, approval of your employment / immigration pass application (if applicable) and satisfactory completion of Oracle's pre-employment background screening process. If you fail any of the above checks, validation or approval, or do not cooperate or provide assistance in undergoing such checks, validation or approval process, this offer will immediately lapse without any claim against, or liability to Oracle.

Once all the information has been obtained and you have satisfactorily completed and passed Oracle's pre-employment background screening process, you will be advised of your commencement date. Upon commencement with Oracle, a final background check will be undertaken in respect of your former employment as may be applicable. In the event that you have provided incorrect, false or misleading information in relation to your former employment, your employment with Oracle will immediately be terminated without any notice.

In the event that you have commenced working for Oracle prior to completion of the background screening process, and have subsequently fail any of the checks, validation or approval, or have not co-operated or provided assistance in undergoing such checks, validation or approval process, your employment will be terminated with immediate effect without any claim against, or liability to Oracle.

By accepting this offer you confirm that there are no contractual or other legal impediments which may prevent you commencing employment with the Company. Upon acceptance by you, this offer shall form the employment agreement between you and the Company.

New employees are inducted **every Monday/ Thursday beginning 9.30am**. You may therefore choose to commence on any Monday or Thursday based on prior confirmation. On your day of commencement you will be required to sign in all pages including Employment Agreement for our records, a copy of the offer and the Proprietary Information Agreement.

The letter of offer is valid for 2 weeks from the date hereof for conveying your acceptance and conditional on confirmation by you that you will commence employment on the date specified by your Manager Senthilkumar Manipillai (unless agreed otherwise by your Manager).

This offer will automatically lapse if not accepted within 2 weeks from the date hereof.

Yours Sincerely,
For and on behalf of Oracle Solution Services (India) Private Limited



Oracle Solution Services
(India) Private Limited

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7th and 8th Floor
Commerce @ Mantri 12/1, 12/2,
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Fax +91 80 4029 6475
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Srihari Beldona
Vice President - Human Resources, India

OFFER LETTER ACCEPTANCE:

I acknowledge that I have read and understood the terms of this offer letter. I understand that as a pre-condition of my employment by Oracle, I will also be required to review and accept

- An Employment Agreement which, together with this offer letter, will constitute my formal contract of employment; and
- A separate Proprietary Information Agreement.

In addition to the terms and conditions stated in the above documents, there are other company policies and procedures which I agree to observe and follow during my employment with Oracle. These company policies and procedures may be varied from time to time at Oracle's discretion.

*Offer letter for candidate Mahidhara Reddy Kankara
Candidate's response "Accepted" was recorded on June 10, 2021 01:10 PM Singapore
Electronically signed by Mahidhara Reddy Kankara on June 10, 2021
Electronically signed from 209.17.41.231*

HRD/3T/1002481311/21-22

December 6, 2021

Mr. Naveen Y

H No: 1-58; Suddapally; Dichpally;Nizambad

H No: 1-58; Suddapally; Dichpally;Nizambad

Nizamabad-503175

India

Ph: +91-9515195166

Dear Naveen,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

HRD/1002481311/21-22

December 6, 2021

Mr. Naveen Y
H No: 1-58; Suddapally; Dichpally;Nizambad
H No: 1-58; Suddapally; Dichpally;Nizambad
Nizamabad-503175
India

Ph: +91-9515195166

Dear Naveen,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer** .

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **06-Dec-2021**.

Location

Your location of training is **MYSORE, India** . The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

Training

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/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.

Probation and Confirmation

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. 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 in Annexure - IV.

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, during probation. On confirmation as a permanent employee you will be eligible for 20 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 **Systems Engineer** 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 Infosys from the date of your joining and up to a period of 12 months 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. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross 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.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 2021-22 will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company Intranet, based on your preferences and income tax plans

National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV 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 (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 500,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250** .

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, 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 or salary thereof. On confirmation, you will be required to give three month's 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.

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 Infosys requires you to furnish a copy of your passport at the time of joining. 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 Infosys. 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 **Systems Engineer** 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 Infosys. 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, on the Intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure-III).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

ANNEXURE - I
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Naveen Y			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
1. MONTHLY COMPONENTS				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
MONTHLY GROSS SALARY				22,328
2. ANNUAL COMPONENT				
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)				150
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
FIXED GROSS SALARY (1+2+3)				25,000
TOTAL GROSS SALARY				25,000
OTHER BENEFITS				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time				
*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act				

ANNEXURE - II
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	Mr. Naveen Y
ROLE	Systems Engineer
ROLE DESIGNATION	Systems Engineer Trainee
1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	22,328

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary*	722
FIXED GROSS SALARY (1+2+3)	25,000

4. INCENTIVE COMPONENTS	At an indicative Payout of 5%	At indicative Payout of 10%	At indicative Payout of 20%
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	1,250	2,500	5,000
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)	26,250		
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)	27,500		
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)	30,000		

OTHER BENEFITS				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time

*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

Aug 11, 2021

Mr. Nikhil Kanukuntla
SD-498 ,Goleti Township,
Rebbena,
Telangana - 504292.

Dear Nikhil Kanukuntla,

We are extremely pleased to welcome you to LatentView Analytics as an **Analyst** subsequent to the discussions we had with you.

You will be paid an Annual Total Compensation of **INR 5,50,040/-** per annum including a target annual performance bonus of **INR 50,000/-**. This amount may vary based on your performance and LatentView's business performance and it would be reviewed as part of the annual business performance review cycle at the end of the financial year.

Your appointment would be subject to the standard terms and conditions of employment and the rules and regulations of the Company. The company reserves the right to revoke this job offer or terminate you from service, in case of non-clearance of the Background Verification conducted by the company through a registered Background Verification Agency/ Company.

Please sign and return a duplicate copy of this offer letter along with your likely date of joining, as an indication of your acceptance of this offer.

We look forward to a mutually fruitful association and wish you a satisfying career with LatentView.

Sincerely,
For **LatentView Analytics Ltd.**,



Mahesh Babu
Assistant Manager – Talent Acquisition

LatentView Analytics Limited

(Formerly known as LatentView Analytics Private Limited)

Unit 6,7,8, 5th Floor, Neville Tower, Ramanujan IT City SEZ

Rajiv Gandhi Salai (OMR), Taramani, Chennai, Tamilnadu 600113.

CIN No. U72300TN2006PLC058481 | +91 44 4344 1700 Phone | +91 44 4344 1707 Fax | www.latentview.com

Annexure – A

CTC Components	Per Month	Per Annum
Monthly		
Basic	16670	200040
HRA	8335	100020
Special Allowance	9465	113580
Special Allowance II***	0	0
Statutory Bonus	1400	16800
Food Coupons	2000	24000
Telephone Allowance*	2000	24000
Total (A)	39870	478440
Annual		
Performance Bonus**	4167	50000
Total (B)	4167	50000
Retiral		
PF Employer Contribution	1800	21600
Annual Total Comp (A+B)	45837	550040

* Telephone Allowance of INR 24,000/annum is paid on a monthly basis subject to your limit. At the end of the financial year, on submission of phone/Internet bills tax exemption will be provided.

** The Performance Bonus is an indicative amount and may vary depending on your performance. It will be paid subject to your being present on company rolls as of 31st March 2022

*** This component is an additional amount paid for people who are in deputation in locations outside of Chennai.

Note 1 - You are covered under Group Medical Insurance Policy wherein you and your family are eligible for INR 4 Lakhs coverage per annum. Family refers to self, spouse and two children.

Note 2 - You are also covered under Group Personal Accident Insurance for INR 10 Lakhs and Term Life Insurance for INR 15 Lakhs.

Note 3 - Over and above your CTC, the Company contributes 4.8% of your Annual Basic towards Gratuity payable as per the Gratuity Act, 1972.

 Accepted

 Date of Joining

LatentView Analytics Limited

(Formerly known as LatentView Analytics Private Limited)

Unit 6,7,8, 5th Floor, Neville Tower, Ramanujan IT City SEZ

Rajiv Gandhi Salai (OMR), Taramani, Chennai, Tamilnadu 600113.

CIN No. U72300TN2006PLC058481 | +91 44 4344 1700 Phone | +91 44 4344 1707 Fax | www.latentview.com



**Deloitte & Touche Assurance &
Enterprise Risk Services India
Private Limited**

Opposite to Meenakshi Tech Park,
13th Floor, Survey No. 41,
Gachibowli Village, Ranga Reddy,
Hyderabad,
Telangana - 500032

Tel: +91 040 67621000
www.deloitte.com

Mr. Minuka Prajay Reddy
2-2-127/34 , Lakshmi Enclave
Macha Bolarum,
Hyderabad - 500010

Subject: Offer of Employment

Dear Minuka Prajay Reddy:

On behalf of **Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analytics Specialist Assistant - AERS** based in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **August 23, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000/-** subject to your reporting for full-time employment on **August 23, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from

time to time. Deloitte LLP and its U.S.-based subsidiaries (the “Deloitte U.S. Firms”) require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer’s Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **August 23, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

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

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Minuka Prajay Reddy, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited

Best regards,

DocuSigned by:

Chandra Shekar Heggannur Shivaramu

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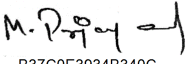
Authorized Signatory

Mr. Minuka Prajay Reddy

Acceptance

I, **Minuka Prajay Reddy**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:

B37C0E3934B340C...

Signature

Date

Annexure A

Mr. Minuka Prajay Reddy

Analytics Specialist Assistant - AERS

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	17,500	2,10,000
House Rent Allowance (HRA)	8,750	1,05,000
Special Allowance ^{1a & 1b}	11,867	1,42,404
Leave Travel Allowance ²	1,750	21,000
Meal Card ³	2,200	26,400
Differential Allowance(L)	5,833	69,996
Employer's contribution to PF	2,100	25,200
Total Salary (in Rs.)	50,000	6,00,000
Variable Bonus*	You will be eligible for a performance linked variable bonus. If applicable, it will be paid out on the 31st of August on the basis of your performance and performance of the business	
Medical Insurance Premium ⁴	1,870	22,440

* The Variable Bonus will vary, primarily based on your performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer on August 31st following the close of the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid on August 31st of that subsequent year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

Annexure A

¹ All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	<i>^{1a} Communication Expenses</i>	<i>^{1b} Fuel Expenses</i>
Employee in Level -	<i>Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.</i>	<i>Petrol / Insurance / Repairs & Maintenance</i>
Analytics Specialist Assistant		
	Rs.3,000/- per month	Rs.7,500/- per month

^{1a} The internet/telephone/mobile bills should be in the Employee's name.

^{1b} For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		Two Wheelers
	<= 1600 cc	> 1600 cc	
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

² The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

³ Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

⁴ Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.



Minuka Prajay Reddy

Hyderabad

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement (“Employment Agreement”)

In consideration of my employment by **Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office at **Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad – 500 032** (the “Employer”) as **Analytics Specialist Assistant - AERS** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. **Defined Terms.** The italicized terms in this agreement (the “Employment Agreement”) are defined in **Exhibit A** hereto.
2. **Pre-existing Agreements or Arrangements.** I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such *Pre-existing Agreements or Arrangements* and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer’s offer of *Employment* or my becoming, and serving as, **Analytics Specialist Assistant - AERS** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency’s decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. **Reporting of Proceedings.** Except as provided by law and except as I have disclosed in writing in **Exhibit C** to this Employment Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.
4. **Confidentiality.** I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential*

Information to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized Signatory*, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

5. **Third Party Information and Property.** I agree that during my *Employment*, I shall not use or disclose any Confidential Information or Intellectual Property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.
6. **Authorization.** Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.
7. **Competing Activities and Conflict of Interest.** During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.
8. **Authorization to Access Systems and Electronic Communications and use of Deloitte Property.** I understand that while employed with a *Deloitte Entity*, I will use and have access to the *Systems*. I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my *Electronic Communications* and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (e.g., emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. **Security.** I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. **Ownership of Works.**

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10(b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. ***Pre-existing Creations; Personal Creations.*** My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B**, and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.
12. ***Post-Employment Restriction re: Clients.*** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, for a period of one year following the termination of my *Employment* for any reason, I will not, directly or indirectly, solicit or provide services to any client or prospective client of a *Deloitte Entity* to which I provided (or participated in a proposal to provide) services during the two-year period prior to termination of my *Employment*.
13. ***Exceptions to Post-Employment Restriction re: Clients.*** I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.
14. ***Future Employment with Clients.*** Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly

harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities* remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. **Restriction re: Personnel and Contractors.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated, (b) participate in the hiring or admission of any *Personnel*, or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.
16. **Post-Employment Restrictions re: Deloitte Property.** Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a *Deloitte Entity* to remove such *Deloitte Property*.

OTHER POST-EMPLOYMENT OBLIGATIONS

17. **Transition of Work and Cooperation.** Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licensor of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.
18. **Notification of Post-Employment Obligations.** I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.
19. **Certification.** I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15 and 16 of this Employment Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. **Equitable Relief and Attorney's Fees.** I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and

conditions of Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15, or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte Entity* is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. **Liquidated Damages: Client Fees.** I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to 50% of all fees received by me (or any person or entity with which I am associated) in connection with such breach. Such percentage shall be paid within thirty days after each fee payment is received and in respect of all services in connection with such breach during the two years following the termination of my *Employment* for any reason.
22. **Liquidated Damages: Compensation.** I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.
23. **Right of Inspection.** I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. **Governing Law; Choice of Forum.** This Employment Agreement is deemed to have been executed in the Employer's office in [HYDERABAD: Hyderabad, Andhra Pradesh, India] [MUMBAI: Mumbai, Maharashtra, India] [BENGALURU: Bengaluru, Karnataka, India] [GURGAON: Gurgaon, Haryana, India] and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.
25. **Modifications.** My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.

26. **Severability.** Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.
27. **Blue-Penciling.** If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefor another provision that is legal and enforceable and that achieves the same objective.
28. **Waiver.** None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.
29. **Entire Agreement.** This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.
30. **Transfer and Assignment.** Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 8, 10, 11, 12, 14, 15, 16, 17, 18, 19, and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.
31. **Headings.** The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

I have read the foregoing, understand it, and agree to comply with its terms.

For Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Effective as of **August 23, 2021**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Signature

Name

EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the “Deloitte U.S. Firms”), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited (“DTTL”) or any member firm of DTTL or affiliate thereof (collectively, the “DTTL Member Firms”) or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term “control” (including the terms “controlled by” and “under common control with”) means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems*, equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a *Deloitte Entity*, and (3) it does not result from any work performed by me and the *Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual’s name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes *PII* when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual’s name is used with *PII* that is not business contact information, it is included in the definition of *PII*.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any *Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement,

including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United States Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the *PCAOB*, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a *Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my *Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

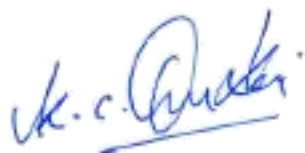
EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

[none, unless otherwise specified]

ACCEPTED AND AGREED TO:

DELOITTE & TOUCHE ASSURANCE & ENTERPRISE RISK SERVICES INDIA PRIVATE LIMITED



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Date

An *Authorized Signatory's* signature is required only if *Pre-existing Creations* or *Pre-existing Agreements or Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that *Pre-existing Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the *Intellectual Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements or Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements or Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

EXHIBIT C

Proceedings

[none, unless otherwise specified]

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

Signature

Name

Date

EXHIBIT D

Exceptions to Post-Employment Restrictions: re: Clients

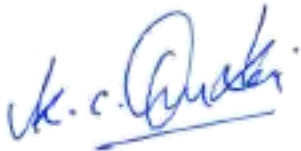
[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

Name of Client

Specified Kind of Services(s) Permitted

Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

I have read and understood the above policy terms.

Signature

Name

Date

An *Authorized Signatory's* signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited** (the "Employer"), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT (“Employment Agreement”)

You will be expected to sign the Employer’s Employment Agreement. Please contact Talent for further details.

3. HARRASSMENT POLICY

Administrative Policy Release (“APR”) 213 is the Employer’s policy prohibiting harassment. Deloitte LLP's subsidiaries located in India (“Deloitte India (Offices of the US)”) are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining *Deloitte U.S. India*.

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer’s policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years.* Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a *Deloitte Entity* or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **60 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

* This provision is not applicable for U.S. citizens (and citizens of any other country where enforcing Deloitte India (Offices of the US)’s mandatory retirement age would be prohibited by the laws of that country) for whom there is no mandatory retirement age.

In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.

- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. <https://deloittenet.deloitte.com/Pages/Home.aspx> for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **August 23, 2021**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signature

Name



Dear **Minuka Prajay Reddy**,

On behalf of **Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analytics Specialist Assistant - AERS** pursuant to the terms and conditions of your offer letter dated **August 23, 2021**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company. As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company. As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.

We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,

Human Resources Department

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046389

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

OFFER & APPOINTMENT LETTER

Offer Release Date: September 30, 2021

**Dear Rahul Gundala,
TRT 16-12-52,labour colony, Warangal,
Telangana, India, 506013**

Dear **Rahul Gundala**, service

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd (**herein referred as “HCL” or “Company”**), we are pleased to inform you that you have been selected for employment in our organization as Software Engineer in band E1.

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **September 30, 2021** at 9:00 A.M at the following address **Obsolete-Pune - BUSINESS BAY YERWADA** .Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure , BPO division etc. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **INR 4,75,000** per annum, outlined in [Annexure I](#).

You will be required to sign a service agreement of **24 months** with a surety amount of **INR 1.25 Lakhs**. This amount shall be payable to the Company only on the event of your separation from the company before **24 months** from the date of Joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in [Annexure II](#).

On the date of joining, you would be required to submit the documents listed in [Annexure III](#). Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

[Annexure IV](#) provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

HCL Confidential

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HCL

HCL TECHNOLOGIES LTD.

Corporate Identification Number: L74140DL1991PLCO46388

B-39, Sector 1, NOIDA 201 301, UP, India.

T: +91 120 4024700, 3337000 F: +91 120 2425833

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,
For HCL Technologies Ltd.



Amrita Das

Vice President, Head-Global Rewards


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Annexure 1**COMPENSATION PLAN**

COMPENSATION PLAN	
Name	Rahul Gundala
Band	E1
Designation	Software Engineer
City	Pune(A008)
Monthly Components (in INR)	
Basic Salary	15,243
House Rent Allowance	7,622
Advance Statutory Bonus	-
Food Wallet	2,000
Holiday Allowance	4,166
Flexi Basket*	-
Compensatory Allowance	2,803
TOTAL: Monthly	31,834
TOTAL: Monthly Components : Annualized	382,006
Retirals & Other Benefits (in INR)	
Provident Fund	21,950
Medical Insurance Premium/ESIC	10,000
Gratuity	8,794
TOTAL : Retirals	40,744
Variable Components (in INR)	
Performance Bonus (in Rs.)	28,500
Engagement PB (paid monthly) @ 100% achievement levels	23,750
TOTAL: Variable Components	52,250
COST TO COMPANY	4,75,000
Flexi Basket Details	
	Max Sub limits (p.a.)
Fuel Reimbursement and Car Maintenance Charges	-
Leave Travel Assistance / Allowance	-
Car Lease Rental	-
TOTAL : Annual Flexi Basket	-

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Employee has an option of availing all, some or none of the Flexi Basket across various components as per annual limits and entitlements mentioned in the CTC sheet. Based on the individual declaration and actual reimbursements, any unclaimed amount will be paid as taxable to the individual

Insurance & Medical Benefits (in INR)	Max Sub limits (p.a.)
Hospitalization cost reimbursement limit	360,000
Term life Insurance Cover	2,000,000
Disability cover due to accident (upto)	1,800,000

NOTE:

1. Flexi Basket is only applicable in E2+ employees
2. All salary components are governed by the company policies and statutory guidelines.
3. This salary sheet is strictly confidential and must not be discussed with anyone other than your HCLT Reporting Manager and/or your HR Manager.
4. Any personal tax liability arising out of compensation will be borne solely by the employee.
5. Gratuity to be payable as per act

ANNEXURE II**Welcome aboard...**

It is often said that an organization can grow only if it empowers its employees to grow! At HCL, we consciously realize this fact and have developed a five-fold path for individual enlightenment that not only covers basic monetary benefits for HCLites, but also takes care of their professional growth by providing empowerment, knowledge, recognition, transformation and support.

Following are the terms and conditions that refer to our offer of employment to you, this is to be read in conjunction with the offer letter as attached.

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT**1. Location**

As you are aware that HCL is coming up with IT/ITES SEZ Operating Units in some cities; till the time SEZ campus becomes operational, you may be assigned to another facility in the city of posting - Pune(A008).

2. Medical Check up

Your employment is subject to you being declared medically fit by the company doctor.

3. HCLT Training Program:

Training (classroom/on the job) sessions will be conducted after your joining.



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The training period may be either extended or may be deemed completed earlier, at the discretion of the Management. You shall continue to be under probation, unless specifically confirmed in writing.

4. Increments and promotions

Your growth in terms of role, compensation etc. in the company will solely be based on your performance. Unless notified in writing, you will be deemed as "confirmed" on completion of your probation period i.e. 12months from date of joining. Subsequently, your annual performance appraisal and compensation review will be aligned and effected from the first day of the subsequent quarter thereafter.

5. Notice Period/ Separation

Your employment with the Company can also be terminated either by the Company or by you by giving the other party **90 days'** advance notice. If the Company terminates the employment and decides to relieve you before the completion of the notice period, the "Basic" component of the salary for the balance notice period would be paid to you. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the "Basic" component of the salary for the balance notice period. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company. Further, the aforesaid requirement of 90 days' notice may be extended, if mutually agreed by you and the Company.

On termination of your employment for any reason, you shall comply with the Company's termination procedures, sign all documents and return all Company property. The Company will not be bound to pay the dues, if any, till you have completed all the separation procedures.

6. Agreements

You may be required to sign necessary agreements with the Company or any other client as required and complete various formalities as per the agreements at the time of joining and during the tenure with the company.

You may also be required to sign other Agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company as also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

7. Background and Reference Check

- The company will undertake the background verification / validation process of employees in terms of education, previous employment(s), criminal verification, database and web searches, address verification, claims made against achievements in the resumes/CVs of the employees etc. with the help of a third party as and when required. You would be required to submit photocopies of documents detailed in Annexure III to facilitate the joining and background verification process.
- The company may also undertake reference check through at least two professional references submitted during the process of selection. • In case the Prospective Employees fails to submit any document required for conducting background verification, they will not be considered for hiring. If the Prospective Employees fails the background verification, appropriate actions including withdrawal of offer of employment will be taken basis the recommendations given by the background verification team & in line with HCL policies.

8. Working Hours


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You will be governed by the normal working hours as existing in the company. You may be required to work in shifts and/or in extended working hours, as permitted by law, if required as per business needs. The same are subject to change from time to time.

9. Mobility

The Company may require you to perform duties and undertake assignments for the Company in any part of India or abroad, whether at the Company's premises or that of its customers/clients. You are also liable to be transferred to any office or branch of the Company anywhere in India or abroad. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises.

10. Deputation/ Transfer

Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.

11. Retirement

You will retire from service on attaining superannuation at the age of 55 years.

12. Other benefits

You shall be eligible for other benefits related to leaves, perquisites etc. in accordance with the prevailing terms of employment in the Company. Notwithstanding the above, the Company reserves the right to change the above-mentioned benefits as and when it deems necessary and you will be notified accordingly.

13. Correctness of the Details Furnished

You have been appointed on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

14. Data Protection:

- a. The Employee consents to the holding & processing of personal data provided to the Employer for all purposes of the administration and management of his/her employment and/or the Company's business.
- b. The Employee hereby agrees to his/her personal data being collected & the same being transferred, stored and processed by the Company in India and any other countries where the Company, its Group Company and Company Clients have offices, in accordance with the applicable laws.
- c. The Employee also agrees that the Company may make such data available to its advisors, other agencies, such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and various regulatory authorities.
- d. During employment, the employee will have the right to amend/modify/alter his/her personal information. The employer will exercise all reasonable diligence for safeguarding personal information, as have been disclosed by the employee. It is clarified that the said obligation will not be applicable in case of legally compelled disclosures.


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- e. The Employee further acknowledges and agrees that the Employer may, in the course of business, be required to disclose personal data relating to him/her, after the end of his/her employment to any group/statutory bodies/authorities as required under applicable law/requirements. However, any personal data, which is no longer required, will be deleted without undue delay.

15. Other Rules and Regulations of the Company

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

Further, during the period of your employment with HCL, you will be required to inter alia comply with the Company’s Code of Business Ethics & Conduct, Anti Bribery & Anti-Corruption, Business Gift and Entertainment Policy and failure to do so shall entitle HCL to take appropriate disciplinary action which may lead & include up to termination of your employment with HCL.

You agree not to undertake employment whether full time or part time, as the Director/ Partner/member/employee of any other organization or entity engaged in any form of business activity without the consent of HCL . The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at the discretion of the company.

Annexure III

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED ONLINE TO FACILITATE PRE-EMPLOYMENT BGV (BACKGROUND VERIFICATION / VALIDATION) AND APPOINTMENT PROCESS IN HCL	
S.No.	Particulars (To be submitted to the Recruiter/Online of the BGV link)
1	Highest Qualification - Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	Permanent/Current Address Proof – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	Previous Employer – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	Identity Verification - Copy of valid passport and PAN card required
Additional documents (To be submitted on request – Only if required)	
<ol style="list-style-type: none"> Highest Qualification- Admit card, college and university official’s (Registrar and Director) detail Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer’s active address. 	
<u>Things to Remember</u>	
<ol style="list-style-type: none"> The information provided in Resume and background verification form must be same. Information provided in background verification form must be accurate. 	

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- 3.** Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP).
- 4.** Any Gap in Employment or Education must be informed explicitly to the recruiter.

Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.

List of Documents required for joining / induction day (Hard Copies)

S. No	Document Name	Number of Photocopies
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)	1
2	Extension Letter (if the Date of Joining in the offer letter is past dated)	1
3	Passport –Front copy only - for Name & DOB proof.	1
4	10 th Mark sheet, only if passport is not available.	1
5	PAN CARD as ID Proof (Only if passport is not available)	1
6	Passport Size Photographs (Only with white background)	3

- Please ensure all documents are **Self-attested** (Photocopies).
- Please ensure that the photocopies are clearly visible as dark and hazy photocopies are not accepted.
- Please avoid clicking pictures of documents and taking printouts.
- Please do not send soft copies through Emails.
- Please bring a copy of your Aadhar card on the Induction day, so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required on the induction day.
- Induction Timings are **0900 to 1830** IST.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- All storage Media Devices e.g. laptop, Pen Drives etc. are not allowed inside the campus.

You are required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining as following:

Location of HCL Onboarding Team for joining formalities:

S. No	Location	Address
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Signature of Employee





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1	NOIDA	Mondays and Thursdays: Triveni Induction Room, First Floor, KNMA Tower, Gate number 1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India) Tuesdays, Wednesdays and Fridays: Akashi Induction Room, Ground Floor, Tower – 1, Gate number -1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India)
2	CHENNAI	HCL Technologies Ltd,Sez Unit-2 (Sdb2 Buid), Eclot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkm High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd, SAL (602), 6th Floor, Tower 4, Special Economic Zone (SEZ), 129, Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore – 562 106
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd,Special Economic Zone, Phoenix Infocity Pvt Ltd, H-01, Level -2 , Hitec City 2-Survey No. 30,34,35 & 38, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd,Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd,Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd,HCL IT City, SDC-01, 2nd Floor – Induction Room, Chack Gajaria Farms, Sultanpur Road, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Sez Unit-1, Tower-1, Elcot, Special Economic Zone, Survey No. 1/2, 1/3, 1/19, 1/20, 4/1, 2/1, 2/2, 4/2, & 5, Plot No. 5&7,Ilandhaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur
11	Coimbatore	State Street Hcl Services Human Resources Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526
12	Vijayawada	State Street HCL Services Private LimitedMedha IT Towers,Third Floor,Kesarapalli,Gannavaram,Krishna District 521102

ANNEXURE IV

EXPLANATION OF COMPENSATION STRUCTURE AND EMPLOYEE BENEFITS

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components have been categorized under the following broad heads:

-  Basic Salary
-  Monthly Allowances
-  Variable Pay
-  Retirals & Insurances Benefit

 **Disclaimer:**
 **Your individual compensation structure may not necessarily have all the components as applicable to the respective Band.**


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The details for each component falling under these heads are explained as following:

BASIC SALARY

The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

MONTHLY ALLOWANCES

- **House Rent Allowance (HRA):** The HRA is payable maximum up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.
- **Food Wallet:** Food Wallet is a voluntary benefit and is applicable for payments related to food and non-alcoholic beverages only. Once enrolled, the benefit should be availed within HCL Cafeterias or food joints outside HCL campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.
- **Holiday Allowance:** Holiday Allowance is payable maximum up to INR 50,000 spread over 12 months.
- **Advance Statutory Bonus:** Applicable where monthly gross does not exceed INR 21,000 (excluding variable component) as per the Payment of Bonus Act.
- **Compensatory Allowance:** Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.
- **VARIABLE PAY**

The scope of "Variable Pay" in your compensation structure will be governed based on your "employee group" in HCL.

Performance Bonus (PB):

Performance Bonus (PB) is payable in accordance with the Company's Bonus Policy (sales / delivery / functional support) as applicable at that time. The quantum of pay-out will be subject to the current year's Bonus Policy and will be calculated based on your individual contributions against your Key Performance Parameters (KPP) as well as the company's performance.

PB is payable at the end of the performance review cycle. To be eligible for the bonus pay-out, you need to be active on the rolls of the company at the time of reward distribution as per Performance review and Reward cycle.

Engagement Performance Bonus (EPB): Engagement Performance Bonus is a variable component payable on a monthly basis. This component allows employees to participate and take control of delivery excellence in their respective engagements. Payout of EPB will be based on EPB guidelines as applicable to the respective engagement.

RETIRALS & INSURANCES BENEFIT


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You and your dependents will be covered under Social Security as per the law and Insurance Benefits policy offered by the company. The amount mentioned under 'Insurance and Medical Benefits' in your compensation structure is applicable towards various insurances (Medical Insurance, Term Life Insurance, Personal Accident Insurance).

Medical Insurance: Some of the salient features of the Group Health Medical Insurance policy are as follows

- The policy covers Hospitalization expenses and Maternity expenses.
 - By default, the employees (who are not covered under the ESI Act, 1948] will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed), additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.
 - The premium payable depends on the dependants declared.
 - The hospitalization coverage limit will be same as defined in compensation structure.
 - Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
 - You may refer 'Medical Insurance policy' for further details.
- **Coverage under ESI:** The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees' State Insurance Act, 1948.**

Employees covered under ESI would not be covered by default under HCL's medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

*The employee & employer contribution will be payable as per current prescribed rates under ESI Rules.

- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCL contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.

*The percentage and amount is in compliance with the current PF Act.

- **Gratuity:** As per statutory requirements, it is employer's statutory liability to pay 15 days Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.
- **Term Life Insurance (including EDLI):** At HCL, you will be covered under the Term-life Insurance which provides safety net to family in case of death of the employee due to any reasons. The applicable amount is mentioned in your offer letter.
- **Disability Insurance:** You are also covered against any permanent or partial disability that may arise due to an accident. The amount payable by Insurer for a disability shall depend on nature of the disability. The amount


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HCL TECHNOLOGIES LTD.

Corporate Identification Number: L74140DL1991PLCD46388

B-39, Sector 1, NOIDA 201 301, UP, India.

T: +91 120 4024700, 3337000 F: +91 120 2425833

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

Disclaimer

You will be liable to pay all applicable taxes on your income as per the local laws. You will also be responsible for filing your personal Income Tax returns. You acknowledge that the Company is not in any way influencing, guiding, suggesting on aspects of taxation or tax saving measures in any form and that the same is individual's decision / personal choice. Please note that all components mentioned above may or may not be a part of your compensation structure. HCL reserves the right to alter, append or withdraw the benefits extended either in part or in full based on management's discretion.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

HCL Technologies will correspond with you on the address & contact details mentioned below :-

Permanent Address: TRT 16-12-52,labour colony, Warangal,

Telangana, India, 506013

Email ID: ugs17162_ece.rahul@cbit.org.in

Telephone Number: 9182563086

rahul

rahul (Sep 30, 2021 21:21 GMT+5.5)

HRD/3T/1001724349/21-22

Mr. Rakshith Devunuri
Flat No. 411 Jayachandra Enclave
Padmarao Nagar
Hyderabad-500025
India

Ph: +91-9100819264

Dear Rakshith,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified

Digitally signed by Richard Lobo
Date: 2021.07.16 16:29:24 IST
Reason: Digitally Signed
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

July 16, 2021

HRD/1001724349/21-22

Mr. Rakshith Devunuri
Flat No. 411 Jayachandra Enclave
Padmarao Nagar
Hyderabad-500025
India

Ph: +91-9100819264

Dear Rakshith,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **09-Aug-2021**.

Location

Your location of training is **MYSORE, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."

Training

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/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.

Probation and Confirmation

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. 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 in Annexure - IV.

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, during probation. On confirmation as a permanent employee you will be eligible for 20 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 **Systems Engineer** 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 Infosys from the date of your joining and up to a period of 12 months 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. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month**. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross 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.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 2021-22 will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company Intranet, based on your preferences and income tax plans

National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV 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 (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of INR 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of INR 62,00,000 of which INR 32,00,000 is covered towards natural death, and INR 30,00,000 towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of INR 250 and fixed monthly contribution of INR 250.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, 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 or salary thereof. On confirmation, you will be required to give three month's 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.

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 Infosys requires you to furnish a copy of your passport at the time of joining. 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 Infosys. 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.

After background check
any details are not
into background check
to provide details

Our offer to you as a **Systems Engineer** 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 in our campus recruitment program 2020-21. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will 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 Infosys.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. 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, on the Intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure-III).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: 9th AUGUST, 2021

Rakshith

Sign your name

Rakshith Devunuri

Hyderabad

Print your full Name

Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.07.16 09:29:24 IST
Reason: Digitally Signed
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

ANNEXURE - I
(Compensation during the Training)

COMPENSATION DETAILS
(All figures in INR per month)

NAME	Mr. Rakshith Devunuri		
ROLE	Systems Engineer		
ROLE DESIGNATION	Systems Engineer Trainee		
I. MONTHLY COMPONENTS			
BASIC SALARY			
BASKET OF ALLOWANCES			15,000
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)			4,478
MONTHLY GROSS SALARY			22,328

2. ANNUAL COMPONENT			
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)			150

3. RETIRAL BENEFITS			
PROVIDENT FUND - 12% of Basic Salary			1,800
GRATUITY - 4.81% of Basic Salary*			722
FIXED GROSS SALARY (1+2+3)			25,000
TOTAL GROSS SALARY			25,000

OTHER BENEFITS				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time

*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

ANNEXURE - II
(Compensation post Unit allocation)

COMPENSATION DETAILS
(All figures in INR per month)

NAME		Mr. Rakshith Devunuri	
ROLE		Systems Engineer	
ROLE DESIGNATION		Systems Engineer Trainee	
1. MONTHLY COMPONENTS			
BASIC SALARY		15,000	
BASKET OF ALLOWANCES		4,478	
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)		2,850	
MONTHLY GROSS SALARY		22,328	
2. ANNUAL COMPONENT			
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on-a monthly basis)		150	
3. RETIRAL BENEFITS			
PROVIDENT FUND - 12% of Basic Salary		1,800	
GRATUITY - 4.81% of Basic Salary*		722	
FIXED GROSS SALARY (1+2+3)		25,000	
4. INCENTIVE COMPONENTS			
	At an indicative Payout of 5%	At indicative Payout of 10%	At indicative Payout of 20%
TRAINING PERFORMANCE-LINKED INCENTIVE (TPI)	1,250	2,500	5,000
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)			26,250
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)			27,500
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)			30,000
OTHER BENEFITS			
Scheme	Eligible Amount In INR	Interest	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time			
*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act			



23-Mar-2021

Dear Rupesh Chandra Sayam,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Institute of Tech,Hyderabad

Candidate ID – 15088028

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.450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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 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: Rupesh Chandra Sayam **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.



Bairi Saitharun

H.No : 2-1-158, Weekly Bazar,
Jagtial,
Telangana - 505327

April 06, 2022

Dear **Bairi**,

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 510000/- which includes the following:-

- An annualized base salary of INR 480312/- (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 **April 11, 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 **Bangalore**, 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 **April 11, 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, Candor Techspace,
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 Dundahera,
Gurgaon - 122016 Haryana, India

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

TLG India Private Limited
Oxygen Business Park Private Limited SEZ,
Tower C, 2nd - 4th Floor, Plot No. 7,
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Publicis Sapiens understands that because of COVID, your college final examinations may not have been completed yet and therefore you may not be able to provide the final mark sheet/degree certificate prior to your joining. Publicis Sapiens, therefore allows you 3 months' time from your joining date to provide the educational proofs of graduation completion, failing which your employment shall be deemed to be automatically nullified and your services will be terminated. Additionally, in the event your examination are canceled/not conducted and/or for any other business reasons, Publicis Sapiens will reserve the right to terminate your employment. This offer is subject to you agreeing to these conditions as stated herein above.

On your first day of employment, please report to our office at **Bangalore** at **8:00 a.m.** along with the documents mentioned in Annexure 'C'. 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 Sapiens.

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 Sapiens to be motivating and challenging.

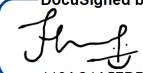
Best Regards

Kameshwa
ri Rao

Kameshwari Rao

GVP, People Strategy | Publicis Sapiens

I hereby accept and agree to this employment contract. I agree to abide by the policies, rules and regulations of the Company as detailed below.

DocuSigned by:

119AC1A57DBD4B0...

Bairi Saitharun

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Employee Name	Bairi Saitharun	Level/Designation	Junior Associate, Technology	
S.No.	Components	Components Details	Salary Structure	
			Monthly	Annual
A Fixed				
1	Basic Salary	35% of Base Salary	14009	168109
B Flexible				
2	House Rent Allowance	Can be fixed at 10% or 21% of Base Salary	8406	100866
3	Leave Travel Assistance	Default amount will be set as zero or can be claimed once a year as per entitlement per career stage	0	0
Special Allowance				
4	Special Allowance	Base Salary - (Fixed elements + Flexible Element + Optional Benefits)	17611	211337
Optional Benefits				
5	Meal Coupons	Optional benefit to buy meals at INR 100 per day for 20 days (on an average). Default amount will be set as zero.	0	0
6	Car Lease Scheme	Available for Sr. Associate & above. Associate can join the scheme post 2 year completion. Default amount will be set as zero.	0	0
7	Car Fuel and maintenance	Optional benefit to enroll in to Car Fuel and Maintenance for people enrolled in car lease (Limits basis career stage) or self-owned car (Limit: INR 2000 per month). Default amount will be set as zero.	0	0
8	Driver Salary	Optional benefit to enroll in to Driver Salary for people enrolled in car lease (Available for Managers and above and limits basis career stage) or self-owned car (Available for all career stages and limit: INR 1000 per month). Default amount will be set as zero.	0	0
C	Base Salary = (1+2+3+4+5+6+7+8)		40026	480312
D	Total Cash = (C)			480312
9	Provident Fund	12% of Basic Salary *In case the Basic Salary is less than INR 15,000, the contribution shall be INR 1,800.	1800	21600
10	Gratuity	Deemed Value *Calculated at 4.81% of the basic salary (1.68% of base salary). The maximum aggregate value is INR 20,00,000.	674	8088
E	Total Retiral Benefits (Company Contribution)		2474	29688
**Total Cost to the Company (Before Tax Deduction) = D+E				510000

**The above stated elements of compensation are taxable as per applicable Income Tax Laws. All the figures are in INR (India Rupees) only.

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*Note: The Program may be amended or withdrawn at any time and plan guidelines may be adjusted at the Company's discretion

Other Company Benefits

Publicis Sapient India Group Mediclaim Insurance Policy

Medical Coverage

Floater of INR 3,00,000 per family (Addition Corp .Buffer INR 5,00,000 incase of normal illness and INR 15,00,000 in case of critical illness provided)

Family members covered

Self, Spouse & two children

Group Life Insurance Policy: India

Term Life Insurance (TLI) is the most basic form of life insurance. If the death of the insured individual occurs within his/her Publicis Sapient tenure, the insurance company will pay the death benefit. No money is paid at the time of individuals exit. For more information please read through the details available on the Publicis Sapient People Portal

India Personal Accidental Insurance Policy

Personal accidental is an insurance cover wherein, in the event of the person sustaining bodily injuries resulting solely or directly from an accident by external, violent and visible means, resulting into death or disablement. For more information please read through the details available on the Publicis Sapient People Portal

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ANNEXURES

Annexure 'A' - Terms of Employment

Annexure 'B' - Elements of Compensation

Annexure 'C' - Documents to be submitted on the Date of Joining

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Annexure 'A'- Terms of Employment

We are detailing below some of the significant terms of employment and employment policies that will apply to you at Publicis Sapien, a division of TLG India Pvt. Ltd. ("Publicis Sapien"). Please ensure that you read and fully understand all the policies.

This offer supersedes all prior understandings, negotiations and agreements, whether written or oral, between you and Publicis Sapien as to the subject matter covered by this offer letter. During the term of your employment with the Company, you will be subject to all rules and regulations in accordance with Company policy as applicable, enforced, amended or altered from time to time.

COMPENSATION AND BENEFITS

Your annual compensation will be as per the schedule annexed here to and will be subject to deduction of tax at source. It should be appreciated that salary structure is designed based on certain statutory / IT laws and keeping in line with industry norms/ practices and employee feedback. Hence it is subject to change based on any of these inputs or on promotion or depending on the options exercised by you for claiming certain tax friendly benefits on your joining.

Your total compensation package is the sum total of Base, and Retirals mentioned below:

A. Base

(Base comprises of fixed and flexible elements of base compensation.
People have a choice to decide on the flexible elements of base compensation.)

Fixed Elements of Base Compensation

Basic salary

Flexible Elements of Base Compensation

House Rent Allowance (HRA)

Leave Travel Assistance (LTA)

B. Retirals (Company Contribution)

You would retire at the age of 60 years in accordance with the Company's Retirement Policy. On your retirement, you would be entitled to PF and Gratuity, as applicable. Please refer to the Company's Retirement Policy for further details.

Other Benefits

Meal Coupons

Car Lease Scheme

Car Fuel & Maintenance (Self owned cars or Car Lease Enrollees)

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Driver's Salary (Self owned cars or Car Lease Enrollees)

RELOCATION EXPENSES

This clause is only applicable to you if your package includes a component on relocation. Publicis Sapiens agrees to cover your relocation benefits and expenses in accordance with the Publicis Sapiens India Domestic Relocation Policy as amended from time to time. If you leave Publicis Sapiens within 12 months of your start date and/or the date of payment of relocation allowances including expenses, you agree to re-pay all relocation allowances including expenses on or before the day of your full and final settlement at Publicis Sapiens.

TRAINING

You will be on training for a period of 6 months from the start date of your employment. During your training period, your performance will be assessed by Publicis Sapiens. Your confirmation is subject to your good conduct and satisfactory performance in accordance with the company policies. In the event your conduct/performance is found to be unsatisfactory, Publicis Sapiens would reserve the right to extend your training period or terminate your services during or post completion of training period of 6 months. Expiry of your training period should not be considered as confirmation of your employment unless a confirmation letter is issued to you in this regard.

During this period, either party may terminate your employment by providing 30 days prior notice in writing to the other party.

NOTICE PERIOD

- After the training period, the prior notice period required by either party for future termination is as mentioned below:-
 - Associates & Sr. Associates – 60 days

Subject to terms and conditions set forth herein below.

- The employment offered under this agreement shall be valid until either party terminates it by giving to the other party the number of days of prior notice specified above. Such notice may be given at any time during the course of employment. You are employed by Publicis Sapiens "at will" and not for any specific term.
- In the event an employee requests for adjustment of his/her un-availed privilege leave against the stipulated notice period then the company may in its discretion agree to do so.
- Publicis Sapiens reserves the right, at its sole discretion, to terminate your employment without providing the required period of notice, by paying salary in lieu of notice.
- Where you notified Publicis Sapiens of your voluntary termination, Publicis Sapiens reserves the right to accept your resignation anytime during the notice period stipulated above. You will be required to mandatorily provide minimum notice period of thirty (30) calendar days which will not be allowed to be adjusted against the un-availed privilege leave. You shall not be entitled to any

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salary or any benefits after the effective date from which such resignation is accepted by Publicis Sapiens.

- In the event you do not provide the required period of notice, before voluntarily terminating your employment, Publicis Sapiens reserves its right to forfeit your salary as per the requisite notice period duration. In addition, Publicis Sapiens will also be entitled to adjust any amounts outstanding against you from your salary, accrued vacation or expense reimbursements, as may be legally permissible.
- You acknowledge that if you fail to provide the minimum notice period of thirty days as stated above, Publicis Sapiens is bound to suffer substantial damages caused due to improper transition of work, delay in completion of project, hiring and training of your replacement as per our client's requirements. Therefore considering the gravity of damages that could be suffered by the company, the company reserves its right to assess and recover such damages from you as it deems fit.
- In case of breach of these Terms of Employment or misconduct (which includes amongst other things failure to return to work after vacation, absconding from work, taking actions injurious to Publicis Sapiens's business or reputation, undertaking fraudulent acts, obtaining a criminal conviction), Publicis Sapiens may terminate your employment without prior notice and without any payment in lieu of notice, and all benefits shall be withdrawn with immediate effect.
- There will be no waiver of the aforesaid notice period requirements unless otherwise specified in this letter or subsequently communicated to you.

CAUSE FOR TERMINATION

In case of breach of these Terms of Employment or misconduct (which includes amongst other things failure to return to work after vacation, absconding from work, taking actions injurious to Publicis Sapiens's business or reputation, undertaking fraudulent acts, obtaining a criminal conviction), Publicis Sapiens may terminate your employment without prior notice and without any payment in lieu of notice, and all benefits shall be withdrawn with immediate effect.

PROPRIETARY INFORMATION AND CONFIDENTIALITY

Please note that the conditions of this offer letter are specific to each individual and therefore, the terms should be held in confidence.

During your employment with Publicis Sapiens, we may disclose to you certain trade secrets or confidential proprietary information. You agree that you will hold in confidence, and not disclose to anyone outside of Publicis Sapiens any of our trade secrets and our confidential or proprietary information, or similar information that you may receive from us with respect to Publicis Sapiens or any of our existing or prospective clients. Upon joining, you will be required to sign the standard Publicis Sapiens Non-Disclosure, Non-Solicitation and Non-Competition Agreement regarding these and other matters relating to your employment.

INTELLECTUAL PROPERTY

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All the proprietary rights title and interests in any and all intellectual properties, such as ideas, inventions, or works which are conceived, developed or prepared by you during your employment with the Company, shall vest with the Company absolutely.

COMPLIANCE WITH POLICIES

You acknowledge that being an employee of Publicis Sapient you must comply with the corporate policies and procedures ("Janus") of the Publicis Groupe. You also understand and acknowledge that these policies and procedures are continually evaluated and these may be amended or altered from time to time and as applicable and enforced shall be binding upon you.

DISCLOSURE AGREEMENT

You confirm that you have disclosed fully to the Company all your business interests whether or not they are similar to or in conflict with the business(es) or activities of the Company, and all circumstances in respect thereof and whether there is, or might be, a conflict of interest between you or any immediate relative, any such interests or circumstances which may arise during your employment.

INSIDER TRADING

Please note that during the period of your employment with Publicis Sapient and for a reasonable period thereafter, you will be strictly required to follow guidelines regarding insider trading and that will require compliance with U.S. Securities laws, including but not limited to not sharing of non-public information about Publicis Sapient or any of its Clients or affiliates that may trigger insider trading violations, with anybody, including spouse and family.

ABSCONDING CLAUSE

If you absent yourself without approved leave or remain absent beyond the period of leave originally approved or subsequently extended, the same shall be considered as you having voluntarily terminated the employment without giving notice unless you

- Return to work within three days of the commencement of such absence, and
- Give an explanation to the satisfaction of the Company regarding such absence.

LEAVE

You will be entitled to leave, holidays and other service benefits as per the rules of the Company as amended from time to time.

TRAVEL

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You may be required to travel on Company work and you will be reimbursed expenses as per the Company policy.

PLACE OF WORK

You may, during your employment with the Company, be considered for employment or assignment at any other work place/branch/division of the Company within India or in any other country where the affiliates of the Company do business. Decisions for such transfers, which may be for short duration or of a long-term or permanent nature, will depend on your suitability for the intended task and other relevant factors. In the event that such a transfer is requested by the Company, you will be required to report for duty at the new place of work from the effective date communicated to you in this regard.

WORK SHIFTS

Please note that may Publicis Sapiens require you to work in shifts as determined by business needs. Reasonable effort will be made to give you advance notice of such shift changes to minimize any inconvenience to you. Your work timings may vary according to the shift assigned to you. Shift Work will be in accordance with the prevalent "Shift Work Policy" of the company.

EMPLOYMENT RESTRICTIONS

Your employment with Publicis Sapiens is conditional upon your not being employed simultaneously, whether full time or part time or as a contractor, with any other organization, person or entity. In the event you opt to become a partner in a partnership firm or a Director on the Board of any Company, you are required to seek prior written approval from Vice President, People Success. Publicis Sapiens will have the sole discretion to approve or disapprove such a request based on Publicis Sapiens' internal guidelines for deciding such requests.

BACKGROUND CHECK

This clause is applicable to you during your probation period also.

Your appointment is subject to the verification of your credentials, testimonials and other particulars mentioned by you in your application at the time of your appointment. If the particulars given by you are in any way found to be inaccurate or misleading, your employment shall be deemed to be automatically cancelled and your services will be terminated. If required, Publicis Sapiens may also conduct client specific background checks regarding you after the commencement of your employment, in the event that a Publicis Sapiens client requires background checks to be conducted as

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an eligibility condition for working on projects for such client and if you are staffed / are to be staffed to any such project. In the event any client prescribed background checks are to be conducted, you will be required to cooperate fully in the exercise and disclose the relevant information required from you for successfully completing such background check. Based on the results of such background check, Publicis Sapiens reserves the right to withdraw your staffing on such project, or to take disciplinary action against you as appropriate.

CHANGE OF ADDRESS

You shall keep Publicis Sapiens informed of your latest postal address at all times and intimate in case of change of address. Any communication sent to you by Publicis Sapiens on your last known address (as intimated by you) shall be deemed to have been duly served notwithstanding the fact that you have changed your address.

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Annexure "B" to Offer Letter	
Elements of Compensation	Frequency of Payment/ Claim
A. Base	
Base comprises of fixed and flexible elements of base compensation. People have a choice to decide on the flexible elements of base compensation.	
<u>Fixed Elements of Base Compensation</u>	
1. Basic salary	
	Monthly
<u>Flexible Elements of Base Compensation</u>	
2. House Rent Allowance (HRA)	
HRA is paid to people to meet cost of rental accommodation. HRA is a flexible component and can be fixed by the person between 10% and 21% of Base Salary.	Monthly
3. Leave Travel Assistance (LTA)	
LTA is fixed per career stage. It can be claimed only once in a year and is exempt from income tax twice in a slab of 4 years. For other two years LTA amount will be paid as taxable.	Annual
4. Special Allowance	
The special allowance is equal to Base minus (Fixed elements plus Flexible Elements) chosen by the person	Monthly

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 15th Floor, Umi Estate, Tower A, 95, Ganpatrao Kadam Marg, Lower Parel (West), Mumbai-400013.
Tel: +91 (22) 6804 3600 **Fax:** +91 (22) 6804 3601 **CIN:** U74110MH1972FTC015798

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 Bengaluru - 560037 Karnataka, India

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Optional Benefits	
5. Meal Coupons	
This is an optional benefit to buy meals from the office cafeteria or from across hundreds of restaurants across India at INR 100 per day for 20 (on an average) working days.	Monthly
6. Car Lease Scheme	
There is an optional car lease scheme available for Sr. Associates and above at the time of Joining Publicis Sapient. Associates can join the car lease scheme on satisfactorily completing 2 years at Publicis Sapient.	Monthly
7. Car Fuel & Maintenance (Self owned cars / Car Lease Enrollees)	
Optional benefit to enroll in to Car Fuel and Maintenance for people enrolled in car lease (Limits basis career stage) or self-owned car (Limit: INR 2000 per month). Default amount will be set as zero.	
8. Driver's Salary (Self owned cars / Car Lease Enrollees)	
Optional benefit to enroll in to Driver Salary for people enrolled in car lease (Available for Managers and above and limits basis career stage) or self-owned car (Available for all career stages and limit: INR 1000 per month). Default amount will be set as zero.	

B. Retirals (Company Contribution)	
9. Provident Fund (PF)	
As per the current rules and regulations governing the company's PF scheme, the person contributes 12% of the basic salary to the fund and the company contributes an equivalent amount. In case the basic salary is less than INR 15,000, the contribution shall be INR 1,800.	Monthly
10. Gratuity:	
Gratuity is calculated at 4.81% of the basic salary (1.684% of Base Salary). It is payable when a person leaves the services of the company after completion of a minimum of 5 years. The maximum aggregate value is INR 20,00,000.	

The above stated elements of compensation are taxable as per applicable income Tax Laws.

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Other Benefits

Benefits	Frequency of Payment/ Claim
1. Group Medical Insurance	
This is a group medical insurance cover for Publicis Sapient people during their employment with Publicis Sapient with a total floating medical cover of INR 3,00,000 per family and corporate buffer of INR 5,00,000 (INR 15,00,000 in case of critical illness) covering self, spouse and two children. For more information please read through the details available on the Publicis Sapient People Portal.	Annual
2. Group Life Insurance	
Term Life Insurance (TLI) is the most basic form of life insurance. If the death of the insured individual occurs within his/her Publicis Sapient tenure, the insurance company will pay the death benefit. No money is paid at the time of individuals exit. For more information please read through the details available on the Publicis Sapient People Portal.	Annual
3. Group Personal Accident Insurance	
Personal accidental is an insurance cover wherein, in the event of the person sustaining bodily injuries resulting solely or directly from an accident by external, violent and visible means, resulting into death or disablement. For more information please read through the details available on the Publicis Sapient People Portal.	Annual

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**Annexure "C":**

Documents to be submitted prior to joining for Background Check purpose (Scanned format required):

Components	Mandatory Documents (Scanned)
Highest Education Qualification Attained	a. Degree / Provisional Certificate b. Final Year / Consolidated Mark Sheet
All Employments in last 05 years	For All Previous Employments - a. Experience OR Relieving Letter b. Offer Letter c. First and Last Pay Slips For Current Employment - a. Offer Letter b. Last 02 Months' Pay slips

Documents to be submitted on the Date of Joining:

Components	Mandatory Documents (Hard Copy)
For Employment Records	a. Experience and Relieving Letter (only from the last organization) b. Provident Fund (PF) number, Universal Account Number (UAN) and other details from the previous organization {For PF Transfer}
For Salary Account Opening Formalities	For New Salary Account - a. 1 colored passport size photograph b. Proof of Identity (PAN / PASSPORT / VOTER ID CARD) For Existing Citibank/ICICI/YES Bank Account Holders - a. Account Details
Identity & Address Proof	a. 1 colored passport size photographs b. 2 copies of PAN Card c. 2 photocopy of Permanent Address proof(Aadhar Card is a mandatory document, if you don't have one please apply ASAP) d. Passport copy

Please Note: If you "**DO NOT**" have the PAN card, immediately apply for it, by logging on to the below link <https://tin.tin.nsdl.com/pan/index.html>

Note: Any delays in submitting the PAN details will lead to delay in processing your salary

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The **BENEFITS** *Guide*





This is us. ● ● ● ● ● ● ● ● ● ●

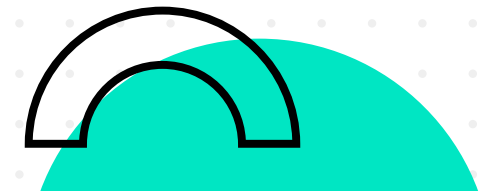
TRANSFORMING NOT JUST BUSINESSES, BUT ALSO OUR PEOPLE.



Publicis Sapient is the digital business transformation hub of Publicis Groupe with 20,000 people and over 50 offices worldwide. We are a young company, a start-up from 1990, founded by two guys in a garage, with a few credit cards and an appetite to change the world. We aren't a consultancy, or a technology company, or an agency. We're all of it! We don't fit in a category created for a previous era because no one in history has gone through the phenomenal rate and scale of change seen today.

As a digital business transformation partner of choice, we've spent over three decades utilizing the disruptive power of technology and ingenuity to help digitally enable our clients' business in their pursuit of next. That's how we help them stay relevant.

We believe, in order to transform organizations, we need to transform ourselves, and our own people. Being a people-first company, we focus on creating an environment where they can continuously evolve and thrive. And a culture that encourages them to bring their own self to work.



1. Your Benefits Made Simple

2. Your Benefits

3. Lifestyle and Financial Planning Benefits

- Car Lease
- Car Fuel & Driver's Salary Reimbursement
- Meal Card
- Tuition Reimbursement
- Your Discounts
- Online Concierge Services

4. Learning, Upskilling & Growth Opportunities

- Enabling our people to transform and stay relevant
- Giving people the freedom to learn at their own pace

5. Statutory Benefits

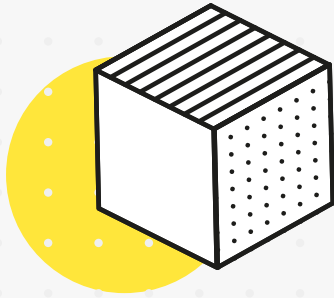
- Contribution to Provident Fund
- Gratuity

6. Health and Wellness Benefits

- Your holistic and diverse wellbeing – our priority
- Group Parental Insurance
- Employee Assistance Program
- Just for Publicis Sapien People
- Doctor Consultation App Subscription
- COVID Vaccination Reimbursement Program
- Publicis Sapien Leaves
- Publicis Sapien India Daycare Program



Your Benefits Made Simple



Benefits are an integral part of your reward package from Publicis Sapient. This brochure is designed to help you discover, choose, and understand your benefits in one accessible guide. We know that benefits aren't one-size-fits-all, so we offer a wide range of options which you can tailor to suit and support your needs.

In this guide, you will find more information about all the benefits available to you. There is an overview of when you can select your benefits, how you pay for them, and a summary of how to choose the benefits you want.

WE'VE SPLIT YOUR BENEFITS INTO 3 CATEGORIES:

- *Lifestyle and Financial Planning Benefits*
- *Health and Wellness*
- *Statutory Benefits*

Each category of benefits helps you manage a different aspect of your wellbeing. To join any of these benefits or to find out more, go to the **Benefit Information section**.

We hope you find this guide useful and make the best of your benefits at Publicis Sapient.

YOUR BENEFITS MADE SIMPLE



Lifestyle and Financial Planning Benefits



Health & Wellness



Statutory Benefits

Your Benefits

This overview is designed to help you get the most out of the benefits Publicis Sapient offers. You will automatically receive some benefits, but others need to be selected during a window if you want to avail them.



	Do I select it?	Does PS pay towards it?	How do I pay for it?	Do I get Tax rebate on it?
Lifestyle & Financial Planning Benefits				
Car Lease	Yes	No	Base Salary	Yes
Car Fuel Reimbursement (Company Leased Car)	Yes	No	Base Salary	Yes
Driver's Salary Reimbursement (Company Leased Car)	Yes	No	Base Salary	Yes
Car Fuel Reimbursement (Self Owned Car)	Yes	No	Base Salary	Yes
Driver's Salary Reimbursement (Self Owned Car)	Yes	No	Base Salary	Yes
Meal Card	Yes	No	Base Salary	Yes
Discounts and Tie-Ups	No	Yes	N/A	No
Online Concierge	No	Yes	N/A	No
Tuition Reimbursement	No	Yes	N/A	No
Subsidized Publicis Sapient transport	Yes	No	Base Salary	No
Contribution to Employee Provident Fund	Yes	Company Contribution	Base Salary	Yes
Gratuity	No	Yes	Yes	No
LTA	Yes	No	Base Salary	Yes
HRA	Yes	No	Base Salary	Yes
Health and Wellness Benefits				
Group Term Life Insurance	No	Yes	N/A	No
Employee Deposit Linked Insurance	No	Yes	N/A	No
Group Accidental Insurance	No	Yes	N/A	No
Group Medclaim Insurance	No	Yes-Upto Family cover	N/A	No
Voluntary Parents Medclaim Insurance	Yes	No	Base Salary	Yes
Employee Assistance Program	No	Yes	N/A	No
Health and Medical Facilities	No	Yes	N/A	No
Publicis Sapient India Daycare Program	Yes	Yes-Upto 10k Reimbursement	N/A	No
Doctor Consultation App Subscription	No	Yes	N/A	No
Covid Innoculation Program	No	Yes-Reimbursement on Actuals	N/A	No

Lifestyle & Financial Planning





Lifestyle & Financial Planning Benefits

CAR LEASE

CAR FUEL & DRIVER'S SALARY REIMBURSEMENT

MEAL CARD

TUITION REIMBURSEMENT

YOUR DISCOUNTS

ONLINE CONCIERGE SERVICES



Car Lease

You receive...

An option of leasing a car (when you meet the policy eligibility criteria) for official and personal use with the added benefit of tax exemption on monthly EMIs, fuel and driver's salary allowance reimbursement (with higher limits).

You pay...

Monthly EMIs as per the selected tenure

You choose...

Your dream car from the vendor of your choice with a simple-to-follow process facilitated by Publicis Sapient. Just raise a helpdesk ticket under benefits to initiate the process.



Car Fuel and Driver's Salary Reimbursement

You receive...

Tax exemption through reimbursement of the expenses made towards car fuel & maintenance expenses and driver's salary for a person using their own car/leased car partly for both official and personal use.

You pay...

The reimbursement amount monthly which is credited back to you, tax-free, post submission of valid car fuel, maintenance, and driver's salary slips.

You choose...

To opt in for this benefit at the beginning of the financial year when the annual window for benefits selection opens.



Meal Card

You receive...

Tax-exempted credit in your meal card, to make any food or non-alcoholic beverage purchase from an outlet of your choice.

You pay...

A monthly deduction of INR 2000 which is credited back to your meal card. You can use this credit for purchasing meals and other related products.

You choose...

To opt in for this benefit at the beginning of the financial year when the annual window for benefits selection opens.



Lifestyle & Financial Planning Benefits

CAR LEASE

CAR FUEL & DRIVER'S SALARY REIMBURSEMENT

MEAL CARD

TUITION REIMBURSEMENT

YOUR DISCOUNTS

ONLINE CONCIERGE SERVICES



Tuition reimbursement

You receive...

A reimbursement of up to INR 40,000 towards the cost of tuition, so you can further achieve your educational and professional goals in the form of a degree or professional qualification while you continue to work at Publicis Sapient.

You pay...

For the course as normal. Post successfully passing the course, you are entitled to a 100% reimbursement (up to a limit of INR 40K). Reimbursement doesn't include the cost of books, stationery, or fees towards procuring professional memberships.

You choose...

The degree or certification you wish to obtain which is linked to your field of expertise/career.



Your discounts

There is a range of discounts available on eateries and hospitals. Just visit the listed stores for an exclusive discount with your work pass.

List of discounts

Discounted Health Checks

Get access to exclusive full-body checkups all year round through our insurance partners. Choose from clinics and hospitals listed in the network to avail this facility.



Online concierge services

You receive...

A helping hand to finish your chores and run errands for you. Use the Publicis Sapient online concierge portal to help you with your everyday tasks, such as making travel bookings, booking couriers and mail, government documents and certificates, applications for passport and many more.

You pay...

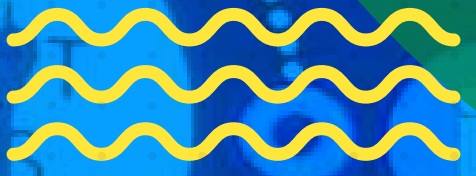
Service cost on actuals.

You choose...

A service that you want to get done through the online concierge services desk. Just log in to the **portal**, place a request, sit back and relax!

@PubSapientIndia

@PubSapient



Learning, Upskilling & Growth Opportunities



LEARN
INSPIRE



Learning, Upskilling & Growth Opportunities

ENABLING OUR PEOPLE TO TRANSFORM AND STAY RELEVANT

GIVING PEOPLE THE FREEDOM TO LEARN AT THEIR OWN PACE

Enabling our people to transform and *stay relevant*

While we enable transformation journeys for our clients, at Publicis Sapient we also believe that our people themselves need to evolve. That's the reason why we encourage them to learn, unlearn and relearn in a continuous loop. We do this by creating an organization-wide learning mindset in sync with our core values.

Publicis Sapient grooms its people to be multi-skilled by providing them with unique learning and upskilling opportunities. They thrive in a culture of courage and openness, where everyone can unlock their true potential. They get to learn hands-on in a non-classroom, no-holds-barred environment from the experts with decades of experience in solving business problems. That's how they evolve and grow in their career.

Learning, Upskilling & Growth Opportunities

ENABLING OUR PEOPLE TO TRANSFORM AND STAY RELEVANT

GIVING PEOPLE THE FREEDOM TO LEARN AT THEIR OWN PACE

Giving people the freedom to learn at their own pace

At Publicis Sapient, its people have access to a wide range of learning platforms. They have the flexibility to choose what they wish to learn about. Its learning and training methodologies are customized to suit the diverse needs of its people according to their career stages or roles.

The company facilitates fresh ways of working and provides transformative pieces of trainings for them to upskill and be multi-skilled. For instance, one of its most extensive training programs - 'Top Gun Academy' is a cohort-based learning program that aims at transforming talent into front-end full cycle developers. It offers holistic learning experiences for beginners who join the company from colleges, and conducts boot camps aligned to both industry and domain skills.


Learning with the Community



A wide range of customized training modules, tech-specific learning paths, and certification programs at Publicis Sapient enables its people to reinvent themselves continuously. It built a serverless architecture-based CloudBURNER platform for provisioning its Cloud account on AWS, Azure and GCP. This platform is accessible to the entire Engineering community at the organization. Moreover, its people can choose from various courses on learning platforms like AWS, Microsoft, Adobe, LinkedIn Learning, Coursera and Udemy.

Statutory Benefits





Statutory Benefits

CONTRIBUTION TO EMPLOYEE PROVIDENT FUND

GRATUITY



Contribution to Employee Provident Fund

You receive...

A tax-efficient way to save for your retirement where what you pay is matched by Publicis Sapient and refunded along with interest when an employee retires.

You pay...

12% on your basic salary subject to a minimum contribution of INR 1800 per month.

You choose...

How much to pay in. When you are auto-enrolled, you will be automatically placed at a contribution level of 12% through Salary Sacrifice. You can change your contribution level by subscribing to Voluntary Provident Fund contribution up to 100% of your basic salary.



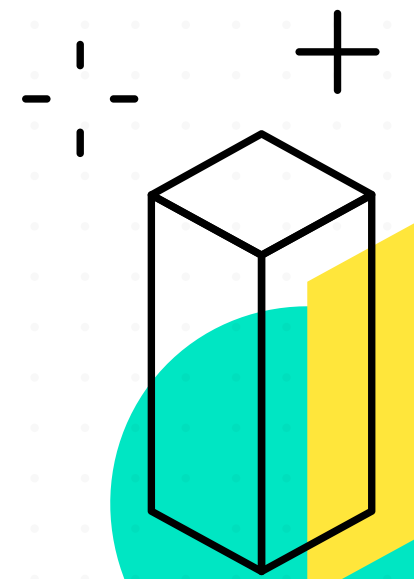
Gratuity

You receive...

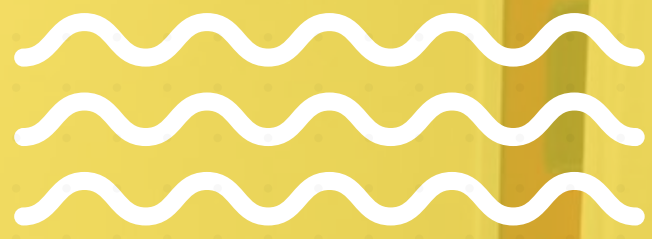
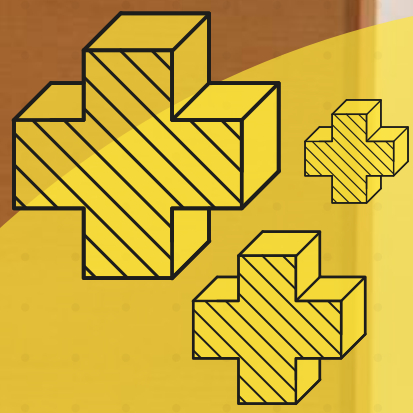
Gratuity is paid in full on completion of continuous service of four years and 190 days with the company. Should there be an unfortunate event like Disability or Death of the employee, gratuity is paid as an exception to the above tenure.

You pay...

Nothing. This is automatically calculated on your last drawn basic salary and paid out upon completion of specified tenure.



PHYSIOTHERAPY ROOM



Health & Wellness



Health & Wellness

YOUR HOLISTIC AND DIVERSE WELLBEING – OUR PRIORITY

Group Insurance

Employee Assistance Program

Just for Publicis Sapient People

Doctor Consultation App Subscription

COVID Vaccination Reimbursement Program

Publicis Sapient Leaves

Publicis Sapient India Daycare Program



At Publicis Sapient, our people's all-round growth and wellbeing has always been a key focus area. That's how we help them thrive. We are committed towards building an inclusive, healthy workplace and culture that foster diverse wellbeing and a sustainable workforce with long-lasting good health, happiness and purpose. We strongly believe that our people's mental and emotional health is as important as their physical health, especially in today's uncertain times. That's why we offer a bouquet of health and wellness benefits especially curated for the holistic wellbeing of our people.

Health & Wellness

Your holistic and diverse wellbeing – our priority

GROUP INSURANCE

Employee Assistance Program

Just for Publicis Sapient People

Doctor Consultation App Subscription

COVID Vaccination Reimbursement Program

Publicis Sapient Leaves

Publicis Sapient India Daycare Program



Group Life Insurance, Group Accidental Insurance and EDLI

You receive...

Lump sum amount paid to the beneficiaries in case of an employee's demise during their Publicis Sapient tenure. This is to safeguard the family and provide financial support should the unthinkable happen. An additional sum of INR 7.5 lacs is paid under the Employee Deposit Linked Insurance.

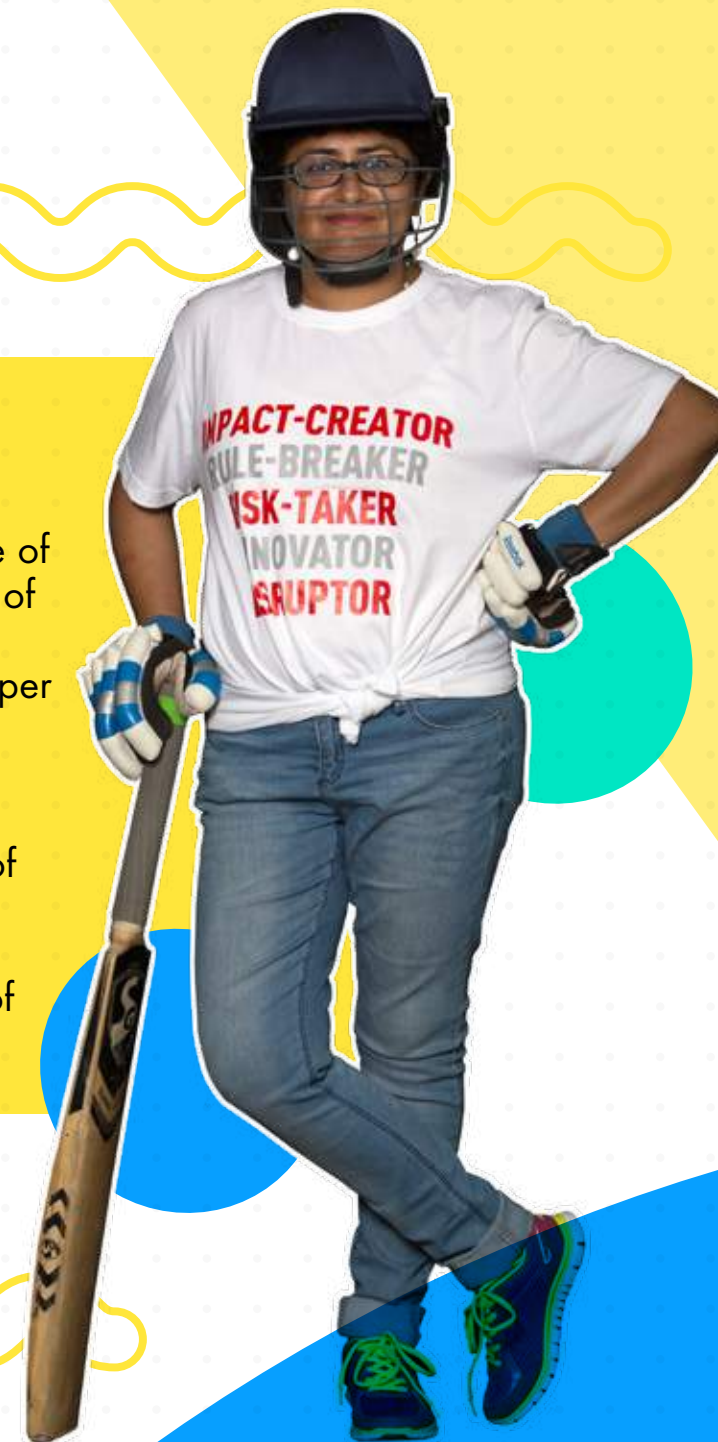
Additional cover is provided in case of an accidental mishap resulting in death or disablement.

You pay...

Nothing! This benefit is paid for by Publicis Sapient.

DID YOU KNOW?

- Child Education Allowance in case of accidental death is entitled for 10% of the principal sum insured up to a maximum of INR 200,000 per year per child for 2 children.
- House and Vehicle Modification Allowance is covered to the extent of INR 100,000.
- 150% of the sum assured in case of permanent disablement.





Health & Wellness

Your holistic and diverse wellbeing – our priority

GROUP INSURANCE

Employee Assistance Program

Just for Publicis Sapient People

Doctor Consultation App Subscription

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Group Medical Insurance

You receive...

A cover that gives you access to quality medical care for yourself and your family. This policy covers expenses related to 24-hour hospitalization as well as listed daycare treatments. You can access care via a pan-India network of private and government hospitals to receive treatment at the time and place that suit you.

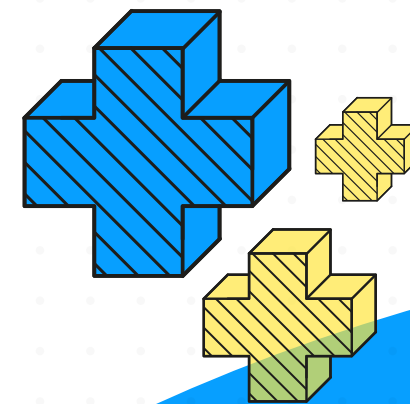
You pay...

Nothing! Publicis Sapient pays the premium up to family cover including dependent partner/spouse, two children (up to 25 years). Additional cover is available at market competitive premium rates.

DID YOU KNOW?

Your cover includes:

- Partners can be covered as dependents
- All preexisting conditions are covered from Day 1
- No waiting period
- Daycare cover for eligible treatments
- Mental health cover up to INR 50K per family
- Maternity and infertility cover up to INR 1 lac
- Extended critical illness cover up to INR 15 lacs and normal illness cover up to INR 5 lacs under the corporate buffer
- Gender reassignment surgery
- HIV/AIDS treatment covered
- Ayurvedic or homeopathic treatment covered
- In case of hospitalization leading to death of the employee, full hospitalization expenses up to INR 20 lacs are covered





Health & Wellness

Your holistic and diverse wellbeing – our priority

GROUP INSURANCE

Employee Assistance Program

Just for Publicis Sapient People

Doctor Consultation App Subscription

COVID Vaccination Reimbursement Program

Publicis Sapient Leaves

Publicis Sapient India Daycare Program



Group Parental Insurance

You receive...

A flexible medical cover for your parents/in-laws. This policy covers expenses related to 24-hour hospitalization as well as listed daycare treatments. You'll have access to care via a pan-India network of private and government hospitals where you can receive treatment at the time and place that suit you.

You pay...

Competitive premiums for features like no age limit, all preexisting conditions covered, no unwriting and no waiting period.

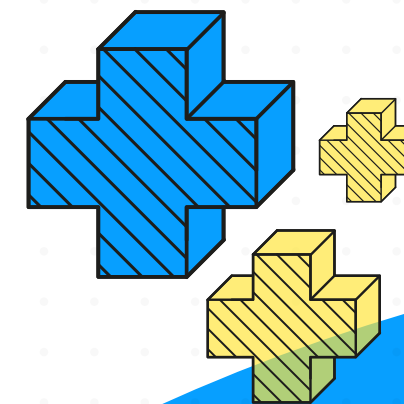
You choose...

The level of cover for your parents/in-laws under this benefit during the enrollment period.

DID YOU KNOW?

Parental cover includes:

- All preexisting conditions covered from Day 1
- No medical underwriting required for the insured
- No waiting period
- No age bar for the insured
- Daycare cover for eligible treatments
- Ayurvedic or homeopathic treatment covered up to INR 1 lac subject to treatment taken under government-registered/TPA pre-approved hospitals
- Sum assured slabs up to INR 25 lacs available



Health & Wellness

Your holistic and diverse wellbeing - our priority

Group insurance

EMPLOYEE ASSISTANCE PROGRAM

Just for Publicis Sapient People

Doctor consultation app subscription

COVID Vaccination Reimbursement Program

Publicis Sapient Leaves

Publicis Sapient India Daycare Program



Employee Assistance Program

You receive...

A confidential telephone and online counselling service available 24x7 for you and your family, for any workplace or personal issue including, but not limited to, relationships, separation and divorce, childcare, Self-Development.

You pay...

Absolutely nothing. This service is completely free of charge for you and your family.

You choose...

A time suitable for you to connect with a counsellor. Just dial in on the helpline number **1800 2588 121/1800 2588 999** to book an appointment.

DID YOU KNOW?

Employee Assistance Program offers:

- Completely confidential, 24x7 counselling support (telephonic and video) available to the employee and the family as well on all topics related to your mental wellbeing
- The portal 1to1help offers resources such as
 - Self-assessment tools (on relationships, parenting, mental wellbeing and much more)
 - Podcasts, webinar and articles (about relationships, self-care, stress management anxiety and mental wellbeing)



Health & Wellness

Your holistic and diverse wellbeing - our priority

Group insurance

Employee assistance program

JUST FOR PUBLICIS SAPIENT PEOPLE

Doctor consultation app subscription

COVID Vaccination Reimbursement Program

Publicis Sapient Leaves

Publicis Sapient India Daycare Program



Just for Publicis Sapient People

Little Treats From Us to You

We all need different things at different stages of our lives, which is why you can choose from a range of benefits that save you money, give you peace of mind and help you spread the cost.

The present is just as important as your future, and we want to ensure that you feel supported while you're working too. There are a lot of engagements to help you relieve some stress, reconnect, and feel refreshed for the week ahead:

- Weekly fitness sessions and engagement programs
- In-office doctors, physiotherapists, and dieticians
- Annual health and vaccination camps
- Subsidized and healthy meals at cafeterias



Health & Wellness

Your holistic and diverse wellbeing – our priority

Group Insurance

Employee Assistance Program

Just for Publicis Sapient People

DOCTOR CONSULTATION APP SUBSCRIPTION

COVID VACCINATION REIMBURSEMENT PROGRAM

Publicis Sapient Leaves

Publicis Sapient India Daycare Program



Doctor Consultation App Subscription

You receive...

The MediBuddy Gold doctor consultation services annual subscription, for you and your family, with unlimited free consultations with specialist MD doctors, across 18 specialties in 16 Indian languages.

You pay...

We have you covered. This benefit is paid for by Publicis Sapient.

You choose...

Your preferred doctor for consultation, book an appointment and consult as per your convenience.

*This Subscription is valid for 1 year from the date of activation.



COVID Vaccination Reimbursement Program

You receive...

The flexibility to choose your center for cashless COVID vaccination through our vendor partner network. Already vaccinated? You can choose to reimburse the vaccination cost for self and family enrolled under our insurance benefit via our third-party administrator or avail cashless vaccination through our vendor partner.

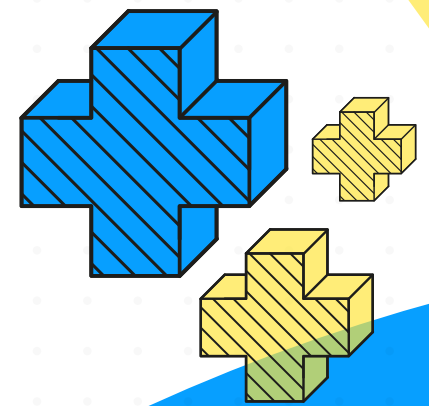
You pay...

Nothing. The cost of vaccination is reimbursed to you on actuals.

You choose...

A convenient slot for you and your family to get vaccinated either through the cashless mode or if you're already vaccinated, use the reimbursement mode.

*This benefit is available till 31st December, 2021.



Health & Wellness

Your holistic and diverse wellbeing – our priority

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DOCTOR CONSULTATION APP SUBSCRIPTION

COVID VACCINATION REIMBURSEMENT PROGRAM

Publicis Sapient Leaves

Publicis Sapient India Daycare Program



COVID Support *We're here for you*

This pandemic has impacted almost every one of us in more ways than ever imagined. Towards our commitment for the health and safety of our people and their families/dependents, we introduced a number of initiatives during the year, such as:

Insurance

An enhanced limit up to INR 5,00,000 per family for COVID claims under a corporate-funded arrangement (applicable till 31st December, 2021)

Online Doctor Consults

Accessible through calls, WhatsApp, and video consultation across all our locations.

COVID 24x7 Helplines

Dedicated helpline for assistance on latest availability of hospital beds, oxygen refilling and movement, medicines and injections, doorstep COVID test collection.

In-campus vaccination drives

Enabling all Publicis Sapient employees and enrolled dependents to take vaccinations in campus free of cost.

Additional 8 days of leave should you be impacted by COVID. Rest day to recharge, spend time with family and for self-care.

Sessions on overall wellbeing including mindfulness, medical advisory sessions, team grief counselling, and wellness series.

Health & Wellness

Your holistic and diverse wellbeing - our priority

Group Insurance

Employee Assistance Program

Just for Publicis Sapient People

Doctor consultation app subscription

covid vaccination reimbursement program

PUBLICIS SAPIENT LEAVES

Publicis Sapient India Daycare Program



PUBLICIS SAPIENT LEAVES

You receive...

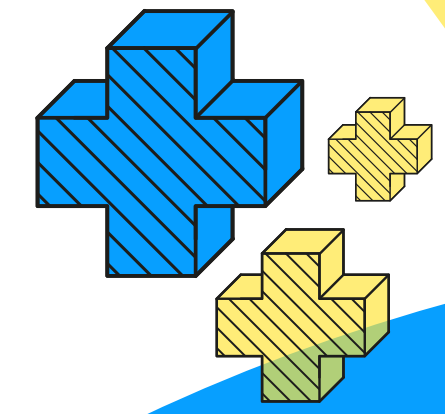
18 days of annual leaves per calendar year plus 10 public holidays and 2 floating leaves for you to relax and rejuvenate. Should you need to run an urgent errand or need an unplanned leave, you get additional 10 casual leaves. You will also have access to additional need-based leaves, i.e. 8 sick leaves and 5 bereavement leaves.

You pay...

Absolutely nothing

You choose...

How to spend your time off. You can also carry over your annual leaves into the new year (subject to a limit of 45 days).



Health & Wellness

Your holistic and diverse wellbeing - our priority

Group insurance

Employee assistance program

Just for Publicis Sapient People

Doctor consultation app subscription

COVID Vaccination Reimbursement Program

Publicis Sapient Leaves

PUBLICIS SAPIENT INDIA DAYCARE PROGRAM



Publicis Sapient India Daycare Program

You receive...

Juggling between commitment towards your child and work? No sweat! We have you covered. At Publicis Sapient, you can choose from 7000+ daycare facilities spread across Indian cities.

You pay...

Nothing. Day care fee (up to INR 10,000) is completely paid for by Publicis Sapient.

You choose...

A facility which suits your child's wellbeing needs through an **online portal** that provides you complete details regarding the facility and services, and addresses your counselling needs.

DID YOU KNOW?

- We provide you access to more than 7000 facilities spread across Indian cities.
- Parents have access to free-of-cost daycare consultations (online and on-call support)
- Access to virtual daycare programs through the Proeves Network
- Access to Special Needs
- Assistance and support programs





Choosing Your Benefits: How and When?

How do I pay for my benefits?

Some benefits are completely funded by Publicis Sapient, while others are voluntary. Any voluntary benefits you choose are paid for by you from your base salary.

Benefits like meal and fuel when opted, are provided from the special allowance component of your base salary. This means that your reference salary is reduced by an amount that the benefit costs, thereby reducing the otherwise fully taxable special allowance component. Paying for your benefits this way means you may make tax savings.

When can I choose my benefits?

Below are the types of benefit selection windows:

Annual window

At the beginning of the financial year when you can choose your benefits from the full range for the year ahead. This will be your only opportunity to select some benefits until the next annual window.

New joiners

If you have recently joined, your core benefits will already be in place. You will be able to adjust the level of most benefits during the first month when the window is opened for you.

Life events

You may need to change some of your benefits outside the annual benefit selection window following a change in your personal circumstances. These are known as life events and include getting married or becoming a parent. Check out the table on the right to find out when each benefit is available to you.

*While employees are covered under the insurance benefits from Day 1, dependents can only be enrolled during the annual window, life events window or 1st month of joining Publicis Sapient.

	Automatic (Benefits active from DOJ)	New Joiners	Annual Window	Anytime Once Annual Window	Life Event Window
Lifestyle & Financial Planning Benefits					
Car Lease				◆	
Car Fuel Reimbursement (Company Leased Car)				◆	
Driver's Salary Reimbursement (Company Leased Car)				◆	
Car Fuel Reimbursement (Self Owned Car)		◆	◆		
Driver's Salary Reimbursement (Self Owned Car)		◆	◆		
Meal Card			◆		
Discounts and Tie-Ups					
Online Concierge	◆				
Tuition Reimbursement	After 1 Year				
Subsidized Publicis Sapient transport	◆				
Contribution to Employee Provident Fund	◆				
Gratuity	◆				
Health and Wellness Benefits					
Group Term Life Insurance	◆				
Employee Deposit Linked Insurance	◆				
Group Accidental Insurance	◆				
Group Mediciam Insurance	◆	◆	◆		◆
Voluntary Parents Mediciam Insurance		◆	◆		
Employee Assistance Program	◆				
Health and Medical Facilities	◆				
Publicis Sapient India Daycare Program	◆				
Doctor Consultation App Subscription	◆				
Covid Innoculation Program	◆				



Publicis Sapient Culture

Working at Publicis Sapient doesn't just mean receiving great benefits. We take pride in our core values that underpin the culture at Publicis Sapient.

From numerous hobby clubs to taking part in a Business Resource Group, there are plenty of ways to get involved at Publicis Sapient. Check out the list below and see how you can contribute to our ever-growing PS Culture today.

- Hobby and Culture Clubs
- Business Resource Groups and Programs supporting the LGBTQI+ community, women in the workplace, parents, mental health and caregivers
- Corporate Social Responsibility (CSR) giveback days
- Annual party
- You may even find yourself up for an award in the Aspire Awards. This award gives you the opportunity to nominate the stories that best demonstrate how we're living our purpose and making significant impact across Publicis Sapient.

We also have the Core Value Awards, a chance to celebrate and recognize the commitment of our people to our core values.

Need More Information?

Visit our [Policy and Benefits pages](#) on People Portal.

Still have questions? Have your queries answered by Amigo or raise a helpdesk [ticket](#).

Disclaimer: This guide is a summarized version of benefits provided at Publicis Sapient India. For detailed terms and conditions applicable as part of the mentioned benefits in this guide, please read the full policy document available on the [Benefits](#) page on the People Portal.



Offer: Computer Consultancy
Ref: TCSL/CT20203135340/Hyderabad
Date: 11/01/2021

Mr. Saketh Reddy Dodda
H-No 15-73Vidhyanagar Road,
Ayyagripeta,
Sathhupally-507303,
Telangana.
Tel# 91-9440530999

Dear Saketh Reddy Dodda,

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 7,00,022/-** 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 & Conditions). You will also be issued a letter of appointment at the time of your joining after

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TCSL/CT20203135340

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Chaitanyapuri, Plot 1, Software District, Hyderabad, Hyderabad 500071 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2272 Website: www.tcs.com

Branches: 1500+ Offices Worldwide, 100+ Offices, National Parks, Mumbai 400 021

TCS Career Satisfaction: 2020 2019 2018 2017 2016 2015 2014 2013 2012 2011 2010 2009 2008 2007 2006 2005 2004 2003 2002 2001 2000

1
D.S. Reddy



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 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.

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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.

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 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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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No.1, Software Units Layout, Marolupuri, Andheri West 400 081 India

Tel: 91-22-6667 2000 Fax: 91-22-6667 2222 Website: www.tcs.com

Regional Office: Market Building, 10th Floor, Nariman Point, Mumbai 400 021

TCS Offices: Search India: 1-800-209-4718 Email: careers@tcs.com

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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

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Dehranpark, 140/1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 3227 Website: www.tcs.com
Registered Office: Hiranand Building, 9th Floor, Naraina Road, Mumbai 400 071
TCS Career Page: <http://www.tcs.com/career>

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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.

3. Probation Period

You will be on probation for three months. Your confirmation will be communicated to you in writing. TCSL reserves the right to terminate your employment without any notice or payment in lieu thereof in case your performance, behaviour and/or conduct during the probation period is found unsatisfactory or the Back Ground Check turns out negative.

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 to 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 probation 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 written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this offer as an employee with TCS you are required to

DS Reddy



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 your appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. 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.

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. 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.

11. 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.

12. 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

13. 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.

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

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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.

14. 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.

15. 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.

16. 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.

17. 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 probation/service without notice.

18. 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

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- 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)
- *Passport
- *NSR E-Card

19. 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.



20. 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.

21. 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.

22. 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.

23. 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.

D. S. Reddy



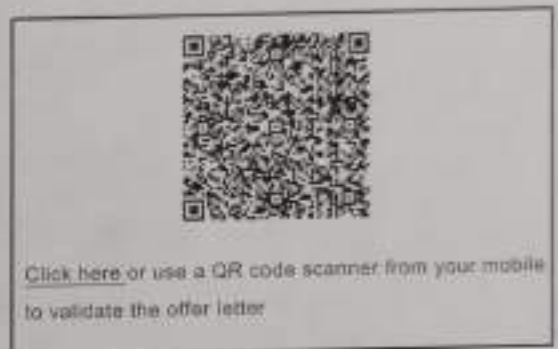
Withdrawal of Offer

If you fail to accept the offer from TCSL within 3 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

K Ganesan
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



GROSS SALARY SHEET

Annexure 1

Name	Saketh Reddy Dodda
Designation	Systems Engineer
Institute Name	Chaitanya Bharati Institute Of Technology, Hyderabad

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	15,000	1,80,000
Bouquet Of Benefits #	26,522	3,18,264
2) Performance Pay		
Monthly Performance Pay	4,200	50,400
Performance Bonus*	3,200	38,400
3) City Allowance	400	4,800
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,800	21,600
Gratuity	721	8,658
Total of Annual Components & Retirals	2,522	38,158
Retention Incentive	NA	70,000
TOTAL GROSS	51,844	7,00,022
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.

*** 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	7,500	90,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	17,272	2,07,264
GROSS BOUQUET OF BENEFITS	26,522	3,18,264

DS Reddy



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, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumeran 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, Gawli 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 10 building, 2nd Floor, Plot - 11F/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, Preepul Park, Technopark Campus ,Kariyavattom P.O, Trivandrum - 695581, India</p>	

D.S. Reddy



Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

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.

D.S. Reddy



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.

D.S. Reddy



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.

D.S. Reddy



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.

D.S. Reddy



(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.

D.S. Reddy

HRD/NOBA/1002213241

August 18, 2021

Mr. TarunKalthi
H.No 2512, Type 5, BHEL Township
Ramachandrapuram
Sangareddy - 502032
Telangana
India
Ph: (91) 94916 67905

Dear Tarun,

Congratulations! We are delighted to make you an offer as **Digital Specialist Engineer** and your role is **Digital Specialist Engineer**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **October 18, 2021**.

Location

Your location of training is **Mysore, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.


** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.*

Training Period:

The training program will consist of classroom training and on-the-job training. The duration of the classroom 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.

Probation and confirmation

You will be on probation for a period of six months from the date of completion of the training and your allocation to Unit. 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 in Annexure - III.





22-Mar-2021

Dear Kommidi Teja Reddy,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Institute of Tech,Hyderabad

Candidate ID – 15088033

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.450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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 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:

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.

HRD/3T/1001714129/21-22

Mr. Vamshi Ganna
2-4-111/301
Dabala Bazar
Khammam-507003
India

Ph: +91-9182760769

Dear Vamshi,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified

Digitally signed by Richard Lobo
Date: 2021.07.16 18:10:22 IST
Reason: Digitally Signed
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com



OFFER LETTER

NAME: ASHISH ALLAMPALLY			
POST: ENGINEER (TRAINEE)		Emoluments in Rupees	
S.NO	SALARY HEAD	PER MONTH	PER ANNUM
I	Stipend	22,000.00	
II	Gross Salary	22,000.00	264,000.00
1	*LTC		8,446.50
2	Medicclaim		25,857.00
3	**Medical Reimbursement		8,109.00
4	***SSS/EDLI		1,900.00
5	PF 12% COMPANY CONTRIBUTION		21,600.00
6	****Group Gratuity		9,746.00
	COST TO COMPANY PER ANNUM		339,659.00
	COST TO COMPANY PER MONTH	28,305.00	

NOTE :

*From the date of service confirmation you are eligible for Leave Travel Concession(LTC), which is paid on proportionate basis from your confirmation date(not eligible during probation period)

**After completion of training period you are eligible to get Medical Reimbursement.

**SSS-Sampurna Suraksha Scheme- You will be covered with sum assured amount of Rs. 10,00,000 by the company from the date of joining, in case of any unforeseen eventuality, amount will be paid to your nominee

**** After completion of 5 years of service you will get eligibility for Group Gratuity

for MEDHA SERVO DRIVES PVT. LTD.,

**VIRESH KUMAR
DY. GENERAL MANAGER – HR**



HRD/NOBA/1001714455

September 22, 2021

Mr. Vinay Reddy Navari
1437Old Mig,
Serilingampally,
Hyderabad - 500133
Telangana
India
Ph: (91) 98491 73128

Dear Vinay Reddy,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

HRD/NOBA/1001714455

September 22, 2021

Mr. Vinay Reddy Navari
1437Old Mig,
Serilingampally,
Hyderabad - 500133
Telangana
India
Ph: (91) 98491 73128

Dear Vinay Reddy,

Congratulations! We are delighted to make you an offer as **Digital Specialist Engineer** and your role is **Digital Specialist Engineer**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **October 4, 2021**.

Location

Your location of training is **Mysore, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.*

Training Period:

The training program will consist of classroom training and on-the-job training. The duration of the classroom 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.

Probation and confirmation

You will be on probation for a period of six months from the date of completion of the training and your allocation to Unit. 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 in Annexure - III.



Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for **15** working days of leave annually, during probation. On confirmation, you will be eligible for **20** 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 financial 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 **Digital Specialist Engineer** 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 Infosys from the date of your joining and up to a period of 12 months 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. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

Compensation and Benefits

Salary

Your Fixed Gross Salary will be **INR 41,668** per month. The break-up of your salary has been provided in the Compensation Details sheet at Annexure – I.

Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year **2021-22** will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company intranet, based on your preferences and income tax plans



National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - III 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 (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 4,00,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice period

During the probation period, 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 or salary thereof. 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".

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 Infosys requires you to furnish a copy of your passport at the time of joining. 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 Infosys. 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 **Digital Specialist Engineer** 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 Infosys. 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, at least till the penultimate semester. 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, on the intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure - II).



ANNEXURE –I

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	Mr. Vinay Reddy Navari
ROLE	Digital Specialist Engineer
ROLE DESIGNATION	Digital Specialist Engineer
1. MONTHLY COMPONENTS	
BASIC SALARY	20,840
BASKET OF ALLOWANCES	13,157
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	3,960
MONTHLY GROSS SALARY	37,957

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	208

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	2,501
GRATUITY - 4.81% of Basic Salary *	1,002
FIXED GROSS SALARY (1+2+3)	41,668

TOTAL GROSS SALARY	41,668
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OTHER BENEFITS				
Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty Thousand (With Security)	@ 5%	24	Nil
	Twenty-five Thousand (Without Security)			
SALARY LOAN	One Month's Gross Salary	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.				
* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act				



ANNEXURE II

NON COMPETE AGREEMENT

I, _____ do hereby acknowledge and confirm the following: -

(1) I am accepting employment with Infosys Limited (“Infosys”). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys for whom I performed services as a Company employee (each such client hereinafter referred to as a “Customer”).

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purpose of this Non-Compete Agreement, “Named Competitor” shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place: _____ Employee Signature: _____

Date: _____ Employee Name : **Mr. Vinay Reddy Navari**

Acknowledged by Infosys Limited:



Joining Report

Name: POCHAMPALLY VINAY REDDY

EMP Code: 990303

Department:

Date of Birth:

28/03/2000


I hereby declare to join Cloud4C as Employee with effective from 15/06/2021.

I hereby submit the following documents on joining the company

Self-Attested, Clear and Uncut Photocopies of each document required

- Copy of SSC Certificate
- Copy of Intermediate Certificate
- Copies of Graduation Certificates
- Copies of Post Graduate Certificates
- Copies of Appointment & Hike letters of the previous employer
- Copies of Relieving & Experience letters from the previous employers
- Copy of previous employer Form 16's
- 3 months previous pay slip
- 3 months Bank statements (where the salary credit)
- 4 Copies of Aadhaar
- 4 Copies of PAN
- 4 Copies of Passport
- Biometric Consent Form
- 6 Passport size photographs
- Other Technical certifications if any (Mentioned in your resume)

Employee Signature





Deloitte Consulting India Private Limited

Opposite to Meenakshi Tech park,
4th Floor, Survey No 41, Gachibowli
village,
Ranga Reddy, Hyderabad,
Telangana – 500032

Tel: +91 040 67621000
www.deloitte.com

08/19/2021

Mr. Gujjula Vishwa Vijetha
Flat No. 103, Durgamma Residency
College Road,
Mancherial - 504208

Subject: Offer of Employment

Dear Gujjula Vishwa Vijetha:

In Process

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **September 27, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000/-** subject to your reporting for full-time employment on **September 27, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from

time to time. Deloitte LLP and its U.S.-based subsidiaries (the “Deloitte U.S. Firms”) require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer’s Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **September 27, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

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

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Gujjula Vishwa Vijetha, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:

Chandra Shekar Heggannur Shivaramu

8147E9EE3BD84A8...

Authorized Signatory

Mr. Gujjula Vishwa Vijetha

Acceptance

I, **Gujjula Vishwa Vijetha**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

Signature

Date

In Process

Annexure A

Mr. Gujjula Vishwa Vijetha

Analyst

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	17,500	2,10,000
House Rent Allowance (HRA)	8,750	1,05,000
Special Allowance ^{1a & 1b}	11,867	1,42,404
Leave Travel Allowance ²	1,750	21,000
Meal Card ³	2,200	26,400
Differential Allowance(L)	5,833	69,996
Employer's contribution to PF	2,100	25,200
Total Salary (in Rs.)	50,000	6,00,000
Variable Bonus*	You will be eligible for a performance linked variable bonus. If applicable, it will be paid out on the 31st of August on the basis of your performance and performance of the business	
Medical Insurance Premium ⁴	1,870	22,440

* The Variable Bonus will vary, primarily based on your performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer on August 31st following the close of the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid on August 31st of that subsequent year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

Annexure A

¹ All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

Employee in Level -	<i>^{1a} Communication Expenses</i>	<i>^{1b} Fuel Expenses</i>
Analyst	<i>Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.</i>	<i>Petrol / Insurance / Repairs & Maintenance</i>
	Rs.3,000/- per month	Rs.7,500/- per month

^{1a} The internet/telephone/mobile bills should be in the Employee's name.

^{1b} For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current prerequisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		Two Wheelers
	<= 1600 cc	> 1600 cc	
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

² The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

³ Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

⁴ Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.



Gujjula Vishwa Vijetha

Hyderabad

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement (“Employment Agreement”)

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office at **Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad – 500 032** (the “Employer”) as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. **Defined Terms.** The italicized terms in this agreement (the “Employment Agreement”) are defined in **Exhibit A** hereto.
2. **Pre-existing Agreements or Arrangements.** I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such *Pre-existing Agreements or Arrangements* and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer’s offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency’s decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. **Reporting of Proceedings.** Except as provided by law and except as I have disclosed in writing in **Exhibit C** to this Employment Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.
4. **Confidentiality.** I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized*

Signatory, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

5. **Third Party Information and Property.** I agree that during my *Employment*, I shall not use or disclose any Confidential Information or Intellectual Property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.
6. **Authorization.** Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.
7. **Competing Activities and Conflict of Interest.** During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.
8. **Authorization to Access Systems and Electronic Communications and use of Deloitte Property.** I understand that while employed with a *Deloitte Entity*, I will use and have access to the *Systems*. I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my *Electronic Communications* and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (e.g., emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my

possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. **Security.** I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. **Ownership of Works.**

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10(b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the

period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. **Pre-existing Creations; Personal Creations.** My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B**, and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.
12. **Post-Employment Restriction re: Clients.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, for a period of one year following the termination of my *Employment* for any reason, I will not, directly or indirectly, solicit or provide services to any client or prospective client of a *Deloitte Entity* to which I provided (or participated in a proposal to provide) services during the two-year period prior to termination of my *Employment*.
13. **Exceptions to Post-Employment Restriction re: Clients.** I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.
14. **Future Employment with Clients.** Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities*

remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. **Restriction re: Personnel and Contractors.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated, (b) participate in the hiring or admission of any *Personnel*, or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.
16. **Post-Employment Restrictions re: Deloitte Property.** Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a *Deloitte Entity* to remove such *Deloitte Property*.

OTHER POST-EMPLOYMENT OBLIGATIONS

17. **Transition of Work and Cooperation.** Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licensor of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.
18. **Notification of Post-Employment Obligations.** I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.
19. **Certification.** I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15 and 16 of this Employment Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. **Equitable Relief and Attorney's Fees.** I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15, or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte*

Entity is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. **Liquidated Damages: Client Fees.** I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to 50% of all fees received by me (or any person or entity with which I am associated) in connection with such breach. Such percentage shall be paid within thirty days after each fee payment is received and in respect of all services in connection with such breach during the two years following the termination of my *Employment* for any reason.
22. **Liquidated Damages: Compensation.** I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.
23. **Right of Inspection.** I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. **Governing Law; Choice of Forum.** This Employment Agreement is deemed to have been executed in the Employer's office in [HYDERABAD: Hyderabad, Andhra Pradesh, India] [MUMBAI: Mumbai, Maharashtra, India] [BENGALURU: Bengaluru, Karnataka, India] [GURGAON: Gurgaon, Haryana, India] and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.
25. **Modifications.** My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.
26. **Severability.** Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to

the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. **Blue-Penciling.** If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefor another provision that is legal and enforceable and that achieves the same objective.
28. **Waiver.** None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.
29. **Entire Agreement.** This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.
30. **Transfer and Assignment.** Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 8, 10, 11, 12, 14, 15, 16, 17, 18, 19, and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.
31. **Headings.** The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

I have read the foregoing, understand it, and agree to comply with its terms.

For Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Effective as of **September 27, 2021**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Signature

Name

In Process

EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the “Deloitte U.S. Firms”), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited (“DTTL”) or any member firm of DTTL or affiliate thereof (collectively, the “DTTL Member Firms”) or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term “control” (including the terms “controlled by” and “under common control with”) means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems*, equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a *Deloitte Entity*, and (3) it does not result from any work performed by me and the *Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual’s name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes *PII* when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual’s name is used with *PII* that is not business contact information, it is included in the definition of *PII*.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any *Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement,

including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United States Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the *PCAOB*, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a *Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my *Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

[none, unless otherwise specified]

In Process

ACCEPTED AND AGREED TO:
DELOITTE CONSULTING INDIA PRIVATE LIMITED



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Date

An *Authorized Signatory*'s signature is required only if *Pre-existing Creations* or *Pre-existing Agreements or Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that *Pre-existing Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the *Intellectual Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements or Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements or Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

EXHIBIT C

Proceedings

[none, unless otherwise specified]

In Process

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

Signature

Name

Date

EXHIBIT D

Exceptions to Post-Employment Restrictions: re: Clients

[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

Name of Client

Specified Kind of Services(s) Permitted

In Process

Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

I have read and understood the above policy terms.

Signature

Name

Date

An *Authorized Signatory's* signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the "Employer"), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT (“Employment Agreement”)

You will be expected to sign the Employer’s Employment Agreement. Please contact Talent for further details.

3. HARRASSMENT POLICY

Administrative Policy Release (“APR”) 213 is the Employer’s policy prohibiting harassment. Deloitte LLP's subsidiaries located in India (“Deloitte India (Offices of the US)”) are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining *Deloitte U.S. India*.

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer’s policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years.* Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a *Deloitte Entity* or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **60 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

* This provision is not applicable for U.S. citizens (and citizens of any other country where enforcing Deloitte India (Offices of the US)’s mandatory retirement age would be prohibited by the laws of that country) for whom there is no mandatory retirement age.

In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.

- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. <https://deloittenet.deloitte.com/Pages/Home.aspx> for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **September 27, 2021**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signature

Name

In Process



Dear **Gujjula Vishwa Vijetha**,

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analyst** pursuant to the terms and conditions of your offer letter dated **September 27, 2021**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company. As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company. As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.

We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,

Human Resources Department

Date: October 15, 2020

Ref: LTI/HR/Campus/2021

Name: Deveeka Ravi

College: Chaitanya Bharathi Institute of Technology

OFFER OF EMPLOYMENT

Dear Deveeka Ravi,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.5,01,974/-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. Increments and Promotions

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. Overseas Deputation/International Assignment

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. Documents

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltinfoltech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

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

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

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

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

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Sr. Manager - Campus
Recruitment

I have read the letter and accept the same.

 (15/10/2020)
Signature and Date

ANNEXURE-1

Name	: Deveeka Ravi	Date	: October 15, 2020
Salary Grade	: GET(II)-New		
Components	Rs. p.a.	Rs. p.m.	
Basic		15,000	
Bouquet of Benefits		20,467	
A. Base Salary (PA)	425,602	35,466	
Annual Incentive	40,000		
B. Total Variable (PA)	40,000		
C. Total Target Cash (A+B)	465,602		
Provident Fund (PF)	21,600	1,800	
Gratuity	8,664	722	
Mediclaime Premium	6,108		
D. Retirals & Other Benefits	36,372		
Cost to Company (CTC) C+D	501,974		

Medical Insurance Premium:

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

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

Notes:

1. Basic will be reckoned for PF, Gratuity (if applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution.
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

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

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

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

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

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

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

ANNEXURE-2

Eligibility Criteria for Engineering - Year 2021 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2021)	Less than 24 years
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e after SSC/after HSC or Diploma No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA NOTE: • SSC /HSC should have cleared in <u>FIRST ATTEMPT</u> only. • Re-exam (Supplementary or improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, <u>final semester</u> should have cleared in <u>FIRST ATTEMPT</u> only. • For candidates pursuing HSC and Diploma(both), marks scored in the Diploma course will be taken into consideration.
Graduation, Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above OR Equivalent CGPA • For the interview process, an aggregate of 60% & above <u>till the results of the last conducted examination</u> will be considered • Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester results • Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule) • Conversion from CGPA into Percentage must be calculated as per your respective University norms • Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation, Post Graduation)	• Not more than 2 active/live backlogs allowed during the interview process • All backlogs (if any) must be cleared <u>with the final semester exams</u> • All final semester subjects <u>must be attempted and cleared in the First Attempt</u> (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course) • Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2021 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization

Self Declaration:

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
3. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.
4. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.
5. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months from the date of my interview process.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Candidate Signature: _____

Deveeka Ravi

Name: _____

Deveeka Ravi Meshram

Institute Name: _____

CBIT, Hyderabad

Mobile No: _____

7901264113

Date of interview process: _____

11-09-2020

Date: Feb 17, 2021

To: Student name: P V Divya Sree
Address: Jains Four Seasons villa no 20, Kokapet, Hyderabad

Subject: Internship Offer Letter

Dear Student Name:

With reference to your application and the subsequent interview you had with us, we would like to congratulate you on being selected as an intern (“Intern”) with Blue Yonder India Private Ltd. (“Blue Yonder”) under Blue Yonder’s Internship Program. Your internship is scheduled to commence on the effective date stated below (“Effective Date”), and for the duration also stated below (“Internship Term”). Upon your signature of the acknowledgement section of this letter, you agree that the terms of this letter shall form the binding agreement of internship between you and Blue Yonder (“Internship Agreement” or “Agreement”). You further acknowledge and agree that you have executed Blue Yonder’s Confidentiality, Non-Competition and Inventions Assignment Agreement with the effective date as set out below (“NDA”).

Effective Date: 15-02-2021

Internship Term: Six (6) months from the Effective Date

Effective Date of NDA: 15-02-2021

1. ROLES AND RESPONSIBILITIES:

1.1 As an Intern, your job responsibilities will include but not be limited to assist Blue Yonder in carrying out the following tasks:

- a) Installation and configuration of Blue Yonder product suite including Reporting, Trouble Shoot and resolve batch and data load issues
- b) Perform technical upgrades and handle change requests and other technical enhancements.
- c) Follow Incident, Problem and Change Management Process

2. TERM

2.1 The Internship Term may be extended with the mutual agreement of the parties. The general work hours for the Internship Program is 40 hours a week, 8 hours a day, Mondays to Fridays.

3. COMPENSATION AND BENEFITS.

3.1 You are entitled for a stipend amount of INR **30000/-** per month (Rupees thirty thousand only) during your Internship Term. The monthly stipend will be paid by Blue Yonder on the last working day of each completed month. Taxes will be deducted as per the applicable tax laws.

3.2 During the Internship Term, you are eligible for one (1) day leave per each completed month of internship. At the end of the Internship Term, the unused leave entitlement if any will expire.

3.3 You acknowledge and agree that apart from the foregoing, no other compensation, payment or benefits shall be provided to you in relation to your internship with Blue Yonder.

4. CONFIDENTIALITY

4.1 You acknowledge and agree that you may gain access or be provided with Proprietary Information (as defined in the NDA mentioned above), and that you shall use and protect the confidentiality of the Proprietary Information strictly in accordance with the terms of the NDA.

5. BLUE YONDER PROPERTY

5.1 If any Blue Yonder Proprietary Information or Blue Yonder Equipment is provided by Blue Yonder to you, you agree and will ensure to, comply with the terms of this Section 5 (Blue Yonder Property), and all terms in the Agreement as they apply to Blue Yonder Proprietary Information and Blue Yonder Equipment. You agree that notwithstanding anything to the contrary in this Internship Agreement, Blue Yonder shall not be obliged in any way to provide any Blue Yonder Equipment to you. "Blue Yonder Equipment" means Blue Yonder's appliances, hardware and supplies, and includes, but is not limited to: Blue Yonder's computers, batteries, power adaptors, monitors, headsets, computer accessories, virtual desktops, other virtual environments, telecommunication devices, media, and building entry keys and cards.

5.2 When using or accessing any Blue Yonder Proprietary Information or Blue Yonder Equipment, you must ensure to adhere to Blue Yonder's Acceptable Use Policy and any other Blue Yonder policies related to Blue Yonder Equipment, as updated from time to time. You must not allow any person other than a you to use or access any Blue Yonder Proprietary Information or Blue Yonder Equipment.

Blue Yonder India Private Limited

(Formerly known as JDA Software Private Limited)

Registered Office: Tower A, Mantri Commercio, Outer Ring Road, Bellandur, Bengaluru - 560103, India
+91 80 6101 8888 main | +91 80 6101 8500 fax | blueyonder.com | CIN: U72900KA1989PTC032468

6. BLUE YONDER POLICIES

6.1 During the Internship Term, you agree to comply with all rules and regulations and company policies of Blue Yonder as may be in existence, or formulated or amended from time to time, including without limitation to Code of Conduct, Anti-Bribery and other associated company policy documents of Blue Yonder. You are expected to maintain a high standard of discipline, efficiency and integrity during the Internship Term. You must also ensure that you timely complete any required compliance and security training mandated by Blue Yonder for performance of the Services.

7. TERMINATION

7.1 During the Internship Term, your internship may be terminated by either party by giving two weeks' prior written notice to the other party. In addition, your internship may also be terminated immediately by Blue Yonder without any notice in the event of any misconduct and/or breach of the terms of this Agreement and/or the NDA by you. Blue Yonder reserves the sole discretion to determine the existence of such misconduct or breach.

7.2 You hereby warrant that your application for internship, and all data, information and materials (including certificates) provided by you in connection with this Internship Agreement or generally in relation to your internship (collectively "Materials") are true and accurate. You also agree that in the event of any inaccuracy in the Materials, Blue Yonder shall be entitled to immediately suspend or terminate your internship by written notice, with no remedy, compensation nor liability to you.

8. CONSEQUENCES OF TERMINATION

8.1 Upon termination or expiry of the Internship Term, as the case may be, you shall return all Proprietary Information, Blue Yonder Property and/or assets entrusted to you by Blue Yonder during the Internship Term.

8.2 All Blue Yonder Proprietary Information and Blue Yonder Equipment must be returned by you to Blue Yonder immediately upon Blue Yonder's demand, or within ten (10) calendar days of the termination or expiration of this Agreement, whichever comes first.

8.3 In the case of Blue Yonder Equipment, within ten (10) calendar days of the conclusion or termination of the Agreement, you must return all Blue Yonder Equipment, in proper working order, to Blue Yonder. If Blue Yonder does not receive all the Blue Yonder Equipment within the designated period, you remain solely liable to Blue Yonder for the cost of the repair and/or replacement of the Blue Yonder Equipment (or its reasonable equivalent).

Blue Yonder India Private Limited

(Formerly known as JDA Software Private Limited)

Registered Office: Tower A, Mantri Commercio, Outer Ring Road, Bellandur, Bengaluru - 560103, India
+91 80 6101 8888 main | +91 80 6101 8500 fax | blueyonder.com | CIN: U72900KA1989PTC032468

9. OTHER TERMS

9.1 This Internship Agreement is created and executed to help you to expand your knowledge and skills within Blue Yonder and that the parties explicitly agree that there is no intention to conclude any apprenticeship or any employment contract whether term or permanent as a result of or arising from this Internship Agreement.

Yours sincerely

Jayshankar.M

For Blue Yonder India Private Ltd.

Jayshankar. M
Director – Associate Success (Talent Acquisition)

DECLARATION:

I have gone through the terms and conditions mentioned above. By signing this Agreement, I declare that I have understood, agreed and accepted the terms herein. I acknowledge that my internship starts on the Effective Date.

Place: Hyderabad



Date: Feb 17, 2021

SIGNATURE OF THE CANDIDATE



September 16, 2020

Maanasvi Kodli
House no: 2-1-25/2 Subhash Gunj
Zaheerabad, Talangana - 502220
7901062509
maanasvi999@gmail.com

Name: Maanasvi Kodli
Contact No : 7901062509
Email ID : maanasvi999@gmail.com
Branch : ECE
Pass out : 2021
160117735128
2020-21

Dear Maanasvi Kodli

We are pleased to offer you employment with Micron Technology Operations India LLP (Micron) on the terms set out in this offer letter and the accompanying Standard Terms and Conditions of Employment (Standard Terms) and Confidentiality and Intellectual Property Agreement.

1. Commencement

Subject to the conditions set out in section 9 of this offer letter, your employment with Micron will commence on July 26, 2021.

2. Position

Micron will employ you on a full-time basis in the position of Associate Engineer, IT Software or such other position determined by Micron from time to time.

You will be based at the current Micron premises within a Special Economic Zone (SEZ) in Hyderabad, specifically at The Skyview 20, 2nd, 4th, 5th, 6th and 7th Floor, Sy. No. 83/1, Plot Nos. 22, 23, 24, 30/A, 31, 32 and 33, Raidurg (Panmaqtha) Village, Serilingampally Mandal, Ranga Reddy District, Hyderabad 500081, Telangana, India but you agree to work at other locations if required to do so by Micron from time to time.

You will report to the Manager, IT Finance and will work under the direction of the person in that position, or such other position determined by Micron.

Micron may change these requirements from time to time at its discretion.

Please note that you have no authority to bind Micron in contract, except to the extent you are expressly authorised in writing to do so.

3. Term

Your employment is intended to be for an indefinite term, subject to:

- (a) Your successful completion of a probationary period of six months (see clause 2 of the Standard Terms), which period may be extended by Micron in its sole discretion for up to a further six months (such extended period(s) forms part of your probationary period);
- (b) The conditions, and rights of termination, set out in Annexure B of this letter (and Annexure B is deemed to be part of this letter);
- (c) if relevant, maintenance of the required visas and permits from the relevant government authorities to enable you to live and work with Micron in India; and
- (d) termination in accordance with clause 6 of the Standard Terms and the requirements of applicable.

The required period of notice for clauses 6.1 and 6.1(b) of the Standard Terms (which deal with the notice of termination to be given by the parties) is two months, or the period required by any applicable statute, whichever is greater.

Micron Technology Operations India LLP
Registered Address: The Skyview 20, 2nd, 4th, 5th, 6th and 7th Floor
Sy. No. 83/1, Plot Nos. 22, 23, 24, 30/A, 31, 32 and 33, Raidurg (Panmaqtha) Village Serilingampally Mandal, Ranga Reddy District
Hyderabad - 500081, Telangana, India micron.com

Your employment with Micron will terminate automatically when you reach the mandatory retirement age of 60

4. Hours

You must work full time during Micron's business hours as determined by Micron from time to time. However, you will need to be flexible about when you work and you will be required to work such additional hours as are necessary to perform your duties and responsibilities. You will not receive any additional payment for such work, because the possibility of such requirement is already reflected in your salary.

5. Remuneration

Fixed Salary

Micron will pay you a fixed salary (**Fixed Salary**) at the rate of INR 594000 per year. Your Fixed Salary will accrue pro-rata each day and will be paid monthly. Micron may, at its discretion, divide your Fixed Salary into separate pay components. At the time of this offer, your Fixed Salary is divided into the following pay components:

- (a) basic salary (**Basic Salary**) at a rate equal to INR 297000 per year; and
- (b) allowances equal to, annually:
 - (i) House rent allowance INR 118800
 - (ii) Special allowance INR 178200

Your Fixed Salary includes payment for all hours you work (whether part of ordinary working hours or not) and public holidays (whether you work on those days or not), to the extent permissible by law.

Micron may review the amount of your Fixed Salary from time to time in accordance with Micron policy/practice.

Discretionary Allowances

Micron will pay you the following discretionary allowances:

- (a) Medical expense allowance INR15,000 per year
(payable monthly on a pro-rata basis)
- (b) Leave travel allowance* INR41,000 per year
(*The amount of the allowance will be pro-rated if not employed for the full tax year. Micron will pay you an amount equal to a pro-rata amount of the allowance monthly. In order for the payments to qualify as a leave travel allowance to avail tax exemptions under Indian law, you must submit, subject to and in accordance with Micron policy, eligible expenses for reimbursement against the amounts paid. Any amounts paid in excess of the amount of eligible expenses validly reimbursable to you as a leave travel allowance will be regarded as a cash bonus and will be subject to tax.)

These allowances are discretionary and are not guaranteed. Micron may rescind, change or replace these allowances, including their amount and the basis upon which they are paid, at any time at its sole discretion.

Discretionary Incentive Pay

You will be entitled to participate in Micron's discretionary incentive pay plan as applicable to your position from time to time. The payment and amount of any incentive pay is subject to the rules of the plan at the time and payment is not guaranteed. Without limiting the above, Micron may rescind, change or replace the terms of the plan, your entitlements under them and the payments to be paid in respect of them at any time at its sole discretion.

For information purposes, your current full-year discretionary incentive pay target is 10% of your Fixed Salary.



Employee Provident Fund

Micron's present practice is to contribute to the provident fund at the rate of 12% of your Basic Salary. You are required to make an equal contribution. Please note that Micron reserves the right to increase or decrease the amount of contributions payable within statutorily permissible limits, without the need to compensate you for any downward adjustments. Similarly, upward adjustments may also be made without increasing your overall remuneration. In no case will the contributions be less than that required by law. Micron's exercise of these rights will be in its sole discretion. Contributions will be paid in accordance with the rules of the applicable plan and Micron policy.

A summary of your current target compensation is set out in Annexure A, for information purposes only.

You will be solely liable for your personal tax liabilities and Micron makes no assurances that your remuneration has been structured in the most tax efficient manner or that the tax treatment applicable to certain emoluments, allowances or benefits will continue for all of your employment. Without limiting Micron's discretion to revise the components of your Fixed Pay, the components of your remuneration may need to be revised from time to time in keeping with regulatory developments or otherwise, and Micron will not be liable for any additional tax liability which you may face due to such revisions.

6. Leave

You will be entitled to leave (including vacation leave and sick leave) subject to and in accordance with applicable law and Micron policy from time to time.

7. Discretionary Benefits

Micron may, at its discretion, from time to time provide you with other benefits. Micron may cease providing these benefits or change the basis on which it provides them at its discretion and you do not have an entitlement to continue to receive these benefits or to receive any other payment or benefit in lieu.

Unless you are advised otherwise in writing, any benefit or compensation apart from your Fixed Salary will be a discretionary benefit to which this clause applies.

Micron's current discretionary benefits include:

Insurance

Micron will make available to you and your eligible family members coverage under group insurance plans. Eligibility for coverage and the terms of coverage will be subject to the rules of the relevant policy/policies and any other requirements of the insurer as amended from time to time.¹

8. Additional Contractual Terms

The accompanying Standard Terms are incorporated into this offer letter and they, and the accompanying Confidentiality and Intellectual Property Agreement, form part of the terms of your employment.

You acknowledge also that Micron insists you not violate any confidentiality or other obligations that you owe to your prior employers and/or any third parties, and that you avoid creating any potential implication or appearance of wrongdoing. You must not take, use, or disclose any proprietary, confidential, or trade secret information (including hardcopy or electronic files, information, documents, or other materials) from any prior employer and/or any third party in connection with your employment at Micron.

Micron also insists that you do not retain any potentially confidential, proprietary, or trade secret materials from any prior employer and/or any third party. To the extent you have not done so already, please take this opportunity to search your personal email, cloud, and devices to ensure that you do not download, take, or retain – even inadvertently – any nonpublic business files or documents from any prior employer and/or any third party. If you locate any such files or documents, please return and/or delete them (as provided by your contracts with prior employers and/or any third parties) as soon as possible, so that you do not possess any such files or documents on the day you begin work for Micron.



Based on the foregoing, you represent that your employment with Micron will not breach any agreement to protect confidential information, knowledge, or data acquired by you in confidence or in trust prior to becoming an employee of Micron, and you will not use, access, or disclose to Micron, or induce Micron to use or disclose, any such confidential information or material belonging to any prior employer and/or any third party. Further, you agree that in the event you believe at any time that your work with Micron would make it difficult for you to not disclose to Micron any confidential information or materials belonging to any prior employer and/or any third party, you will immediately inform Micron via email at new_hire_cert@micron.com and to your supervisor at Micron.

9. Conditions on this Offer

This offer of employment and your commencement of employment with Micron is conditional upon:

- (a) if necessary, you obtaining the required employment and/or visa approvals from the relevant government authorities to enable you to work with Micron in India;
- (b) your completion of all required applicant procedures, including but not limited to application materials and transcripts;
- (c) if required by Micron, certification by Micron's appointed medical practitioner that you have passed with satisfactory results a pre-employment medical check-up conducted by such medical practitioner, which will include a chest x-ray if deemed necessary, and are fit for employment; and
- (d) satisfactory completion of reference and/or background checks that may include verification of your educational, employment or salary history. Should you fail to produce to Micron the required documentation or if any information furnished by you proves to be false, misleading or inaccurate, any offer of employment by Micron may be withdrawn and, if already accepted, Micron may (notwithstanding any other clause in the Standard Terms) terminate your employment immediately without notice or any payment in lieu of notice.

Please note that all Micron sites must observe U.S. export control rules that control information that may be provided to persons from *Cuba, Iran, North Korea, Sudan, and Syria*. Micron understands that you are NOT a citizen of any of these countries (even at a secondary level, such as "dual" citizenship with a new country). *If you are a citizen of, or hold dual citizenship with any of these countries, you must inform HR immediately, to permit us to request an export control license for you if necessary.*

This offer is valid for seven (7) working days from the date stated above. To accept Micron's offer, please sign this offer letter, the attached Standard Terms and the Confidentiality and Intellectual Property Agreement and return them to Human Resources within this time-frame. If these documents are not signed and returned by you within this time-frame, this offer of employment will lapse automatically.

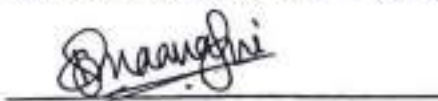
Yours sincerely



Sharmila Khan
Director, HRBP (India)

To: Micron Technology Operations India LLP

I, **Maanasvi Kodli**, have read this offer letter, and the accompanying Standard Terms and Confidentiality and Intellectual Property Agreement, and agree to accept this offer of employment.



Signature

09/21/2020

Date (mm/dd/yyyy)

**ANNEXURE A - CURRENT ANNUAL TARGET COMPENSATION AND BENEFITS OUTLINE
(FOR INFORMATION PURPOSES)**

Compensation

Fixed Salary

• Basic Salary	INR 297000
• House Rent Allowance	INR 118800
• Special Allowance	INR 178200
Total	INR 594000

Employer Provident Fund Contributions

INR 35640

Discretionary Allowances

• Medical Expense Allowance	INR 15000
• Leave Travel Allowance	INR 41000

Discretionary Incentive Target

INR 59400

TOTAL

INR 745040

*Hyderabad Benefits**

Public Holidays	10 days per calendar year
Vacation Leave	15 days per calendar year, pro-rata in the first calendar year of service (pro-rated at a rate of 1.25 days per month)
Sick Leave	12 days per calendar year
Casual Leave	12 days per calendar year, pro-rata in the first calendar year of service (pro-rated at a rate of 1 day per month)
Death-in-Family	3 days per occurrence, in the event of a death of an immediate family member
Maternity Leave (female team members)	26 weeks if fewer than 2 surviving children; 12 weeks if two or more surviving children
Paternity Leave (male team members)	5 days for the birth of each child
Marriage Leave	5 days per occurrence
Insurance	Medical Insurance (employee & eligible dependents), and Life and Personal Accident Insurance (employee only)

**All benefits other than those statutorily required are discretionary and are provided subject to the terms and conditions of Micron policy from time to time.*



ANNEXURE B

Bachelor's Degree – Engineer

1. A Bachelor's Degree is a pre-requisite for your ongoing employment.
2. You must submit to the HR Department of Micron by August 31, 2021, an original copy of the notification of examination results issued by the Registrar of your college or university, stating that you have passed the final examination for the Degree of Bachelor of Electronics & Communication Engineering.
3. You must also submit an original copy of the official transcript of academic record for your Degree and the Degree scroll upon conferment to the HR Department of Micron by August 31, 2021.
4. If you do not obtain your Degree at the required level within the required time and/or are required to repeat any part of your course, Micron reserves the right to terminate your employment in accordance with clauses 2.4 and 6 of the Standard Terms.
5. You will keep Micron duly informed of any delay in the completion of the above Degree program. Any delay may result in the termination of your employment as provided for in paragraph 4 above.



STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

These Standard Terms, together with the accompanying offer letter and Confidentiality and Intellectual Property Agreement set out the terms and conditions on which Micron offers you employment.

1 Your Duties

1.1 You must:

- (a) perform to the best of your abilities and knowledge the duties assigned to you by Micron from time to time, whether during or outside its business hours, at such places as Micron requires and for Micron or any of its Related Companies as required by Micron;
- (b) serve Micron faithfully and diligently to the best of your ability and comply with all lawful directions of Micron from time to time and use all reasonable efforts to promote the interests of Micron and act in Micron's best interests;
- (c) devote your time and attention during Micron's business hours exclusively to the discharge of your duties except as may be permitted in writing by Micron;
- (d) comply with all laws applicable to your position and the duties assigned to you and comply with all of Micron's rules, regulations, policies and procedures which Micron may vary and/or adopt from time to time. Micron may adopt, vary or rescind these rules, regulations, policies and procedures from time to time in its absolute discretion and without any limitation (implied or otherwise) on its ability to do so; and
- (e) report to the person or persons nominated by Micron from time to time.

1.2 Without limiting your duties to Micron, during your employment you must not:

- (a) act in conflict with Micron's best interests; or
- (b) engage in any business or activity, whether in competition with Micron or not without the prior written approval of Micron.

1.3 Micron may require you to provide evidence confirming to the satisfaction of Micron that you are not in breach of clause 1.2(b).

1.4 You acknowledge that the restrictions specified in clause 1.2 are, in the circumstances, reasonable and necessary to protect Micron's legitimate interests.

1.5 You agree that, without the need to terminate the employment relationship, Micron may: modify or remove your assigned duties; or transfer you to another position, department or place of work, without additional compensation

to you, in accordance with Micron's needs. Any such change will not be deemed to violate the terms of this Agreement or constitute any basis for constructive or involuntary termination of employment.

2 Probationary Employment

2.1 This clause 2 applies only if the accompanying offer letter states that your employment is subject to a probationary period.

2.2 During this probationary period, you will have an opportunity to ascertain whether you are satisfied with the job and you must satisfy Micron that you have the qualities necessary for, and are capable of performing, those duties assigned to you at the level required by Micron.

2.3 Your employment will be assessed by Micron during the probationary period. If your employment (conduct, performance, etc.) has been satisfactory to Micron and to you, your employment will be confirmed and will continue in accordance with the terms of this Agreement. If this is not the case your employment will either be extended on probation or cease at the end of the probationary period unless it is terminated earlier in accordance with clause 2.4 below.

2.4 During the probationary period, you or Micron may terminate your employment by giving 15 days' notice or by Micron paying you a sum equal to your Fixed Salary for 15 days in lieu of notice. If the probationary period is extended beyond six months, then the relevant notice period (and payment in lieu) will be one month.

3 Travel

You must make such journeys on the business of Micron and its Related Companies as may be reasonably required by Micron, using such transport as Micron determines.

4 Expenses

Micron will reimburse you for all work-related expenses:

- (a) properly incurred by you in execution of your responsibilities and duties (including, without limitation, travel, accommodation, entertainment and telephone expenses);
- (b) substantiated to the reasonable satisfaction of Micron, whether by production of receipts or otherwise;
- (c) which are approved by an authorized Micron representative; and
- (d) are otherwise incurred and claimed in accordance with applicable Micron policy.



5 Leave

5.1 You are required to notify Micron immediately of every absence from work and its probable duration. Upon request by Micron, you must promptly provide Micron with reasons for the absence.

5.2 Micron may require you to be examined by a medical practitioner nominated by Micron, who will provide a report to Micron, the disclosure of which you hereby consent to, in respect of any illness or injury for which you take paid or unpaid sick leave.

6 Termination

6.1 Your employment may be terminated at any time:

- (a) by you giving to Micron the required period of notice in writing as set out in the accompanying offer letter (Micron will have the sole discretion to allow you to pay Fixed Salary in lieu of your notice period or waive the same); or
- (b) by Micron giving to you the required period of notice set out in the accompanying offer letter or by paying you an amount equal to your Fixed Salary in lieu of notice for that period or in part by giving you notice and in part by making a payment to you in lieu of notice.

6.2 Micron may terminate your employment for reasons of unsatisfactory performance, redundancy, financial difficulties or business restructuring, loss of faith or confidence, etc., or for no reason at all.

6.3 During the periods of notice provided for in clauses 6.1, Micron may, at its discretion, require you to:

- (a) not attend for work or contact any customers or clients; and/or
- (b) perform duties which are different to those which you were required to perform during the rest of your employment with Micron, provided only that you have the necessary skills and competencies to perform the duties.

6.4 Your employment may be terminated by Micron at any time with immediate effect, without notice or any payment in lieu thereof:

- (a) if you are guilty of misconduct, including, without limitation:
 - (i) wilfully, or deliberately, behaving in a way that is inconsistent with the continuation of the contract of employment;
 - (ii) commission of any act or omission that causes imminent, or serious, risk to:

(A) the health or safety of a person; or

(B) the reputation, viability or profitability of Micron's business;

(ii) in the course of your employment, engaging in theft, fraud, misappropriation of property or assault;

(iv) intoxication at work; or

(v) refusing to carry out a lawful and reasonable instruction;

(vi) repeated failure to comply with lawful directions of Micron and its officers;

(vii) habitual unauthorised absence or unauthorised absence for a period exceeding 3 days.

(b) if you engage in conduct that could bring you or Micron into disrepute, including but not limited to acceptance or offering of illegal gratification;

(c) if you materially or habitually neglect your duties;

(d) if you breach any material provision of this Agreement or your Confidentiality and Intellectual Property Agreement; or

(e) on any other ground for which Micron would be entitled to terminate your employment without notice at law.

6.5 Your employment with Micron will terminate automatically once you reach the mandatory retirement age of 60.

6.6 Micron is a member of the Responsible Business Alliance (RBA) and complies with the RBA Code of Conduct (Code). If, at the time you give notice of termination, the Code requires a cap on the amount which may be due from you in the event Micron agrees to allow you to pay Fixed Salary in lieu of your notice period, then Micron will apply the cap that applies at the time. The current cap under the Code is 60% of your monthly Fixed Salary.

6.7 Any resignation submitted by you in accordance with the terms set under section 3 of the accompanying offer letter and clauses 2.4 and 6.1 of these Standard Terms Agreement must be accepted by Micron to become effective. Once accepted, your resignation cannot be withdrawn by you without the express consent of Micron.

6.8 If you are unable by reason of continued ill-health, sickness, accident, disability or injury for a period of 6 months or more to perform your roles and duties hereunder, Micron may at its discretion terminate your employment.

6.9 Micron may suspend you with pay while investigating any matter which Micron believes could lead to Micron exercising its rights under

clause 6.4 or taking any other disciplinary action.

6.10 On termination of your employment, you must immediately hand over responsibilities to a person nominated for that purpose by Micron. You must also deliver to such person all papers, documents and other property of Micron and its Related Companies that may be in your possession, control or power (including but not limited to any phones, computers, vehicles, etc. provided by Micron).

6.11 Termination under clause 6 does not affect any accrued rights or remedies of Micron in respect of any breach or default by you.

6.12 The rights of termination under clause 6 apply according to their terms and are not limited by any other term of this Agreement (including implied terms).

6.13 You agree and accept that any statutory or other "last in first out" rule or any modifications thereof will not apply in the event of termination of your employment for any reason whatsoever.

7 What Happens After the Termination of Employment

7.1 If your employment is terminated for any reason Micron may set off any amounts you owe Micron (including deductions for the cost of repair or replacement of property issued to you) against any amounts Micron owes you at the date of termination except for amounts Micron is not entitled by law to set off.

7.2 Your obligations regarding non-disclosure of confidential information, protection of intellectual property, and any other provisions that are meant to survive termination of this Agreement, that are contained in this Agreement or the Confidentiality and Intellectual Property Agreement, will survive the termination of your employment.

8 Remuneration

8.1 Micron may, at its discretion, change the pay components that comprise your Fixed Salary, provided that it may not reduce the amount of your Fixed Salary and the Basic Salary will not in any circumstance comprise less than 50% of your Fixed Salary.

8.2 Micron may recover from your Fixed Salary any overpayments made to you in respect of any payment made to you by Micron.

9 Compliance

The exercise of or compliance with any discretion, right or obligation under this Agreement is subject to compliance with all applicable laws.

10 Data Protection

You consent to Micron holding and processing data relating to you for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data" (as defined in the Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011) relating to you. You agree to Micron making such information available to third parties on a need to know basis. You also consent to the transfer of such information to Micron's business contacts within or outside India in order to further Micron's business interests.

11 Employee Surveillance

You agree and understand that Micron may use various modes to ensure that the internet communication systems provided to you are used in an appropriate manner. These may include scanning, reading, inspection, scrutiny of emails sent and received and websites visited or created by you. You acknowledge that you do not have any expectation of privacy when using Micron's resources. For the avoidance of doubt, and for the limited purpose of safeguarding Micron's confidential and proprietary information, Micron will have the right to monitor any personal or official e-mail or social media forum that maybe accessible to you from Micron's resources, including but not limited to Gmail, Facebook, Twitter, Instagram, etc. Micron also reserves the right to monitor its employees using various security measures including but not limited to closed circuit television systems. These maybe installed on Micron's premises overtly or covertly to ensure that the employees do not participate or propagate any activities which are or could be prejudicial to Micron's business interests, or which could bring it into disrepute.

12 Warranty

You warrant that:

- (a) you have not entered into, and will not enter into, any agreement in conflict with this Agreement or your employment with Micron;
- (b) you having provided Micron with information that is true and complete in all respects;
- (c) your employment with Micron will not violate any agreement with, or rights of, any third party;
- (d) you have not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime or other similar legal action and there is no lawsuit, arbitration, administrative or other proceeding, disciplinary action, governmental or any other investigation



pending or, to the best of your knowledge, threatened against you;

- (e) you have not been the subject of any adverse court judgment which threatens your solvency or substantially compromises your financial security;
- (f) except as expressly authorized by Micron in writing, you will not use or disclose your own or any third party's confidential information or intellectual property when acting within the scope of your employment or otherwise on behalf of Micron; and
- (g) you have not retained anything containing any confidential information of a prior employer or other third party, whether or not created by you.

13 Severability

Part or all of any clause of this Agreement that is illegal or unenforceable will be severed from this Agreement and the remaining provisions of this Agreement continue in force.

14 Waiver

The failure of either party at any time to insist on performance of any provision of this Agreement or to fail to exercise a right under this Agreement is not a waiver of its right at any later time to insist on performance of that or any other provision of, or exercise that or any other right under, this Agreement.

15 Additional Remedies

Notwithstanding anything contained in this Agreement, in addition to any remedy available to Micron, whether provided herein or conferred by statute, civil law, common law, custom, trade, or usage, Micron will be entitled to obtain an injunction against you from a civil court of competent jurisdiction.

16 Successors and Assigns

Micron will have the right to assign this Agreement and all covenants and agreements herein will inure to the benefit of and be enforceable by such successors and assigns. This Agreement is personal to you and cannot be assigned by you.

17 Entire Agreement

This Agreement and the Confidentiality and Intellectual Property Agreement:

- (a) constitute the entire agreement between the parties as to their subject matter; and
- (b) in relation to that subject matter, supersede any prior understanding or agreement between the parties and any prior condition, warranty, indemnity or representation imposed, given or made by a party.

18 Headings

Headings are for ease of reference only and do not affect the meaning of this Agreement.

19 Alteration and Exercise of Rights

This Agreement may only be altered in writing signed by each party. Micron reserves the right, in the event of there being any variance in any terms and conditions of employment or in such policies and direction that may be circulated and communicated to you, to construe such variance in the manner that best reconciles such difference having regard to the objectives and purpose of your employment under this Agreement. Micron's construction and reconciliation of such variance will be final. The exercise of any right or discretion by Micron under this Agreement or in connection with your employment is in its absolute discretion and is not subject to any implied restrictions (including any implied term of mutual trust and confidence).

20 Governing Law

This Agreement is governed by the law applicable in India and the parties irrevocably and unconditionally submit to the exclusive jurisdiction of the courts of Bangalore, India.

21 Definitions

21.1 Agreement means these Standard Terms and the accompanying offer letter.

21.2 engage in means to participate, assist or otherwise be directly or indirectly involved as a member, shareholder (other than a shareholding of less than five percent (5%) in a company listed on any recognised stock exchange), unitholder, director, consultant, adviser, contractor, principal, agent manager, employee, beneficiary, partner, associate, trustee or financier.

21.3 Related Companies means Micron's parent and subsidiary companies and corporations, and their respective subsidiary and parent companies and corporations that may be formed from time to time.

Unless the context otherwise requires, terms defined in the accompanying letter have the same meaning in these Standard Terms and vice versa.

Maanasvi Kodli

Name

Maanasvi
09/21/2020

Signed and Dated (mm/dd/yyyy)

Date: December 18, 2020

Private & Confidential

Madiha Fathima
CBIT

Dear Madiha Fathima

Congratulations on your new position with the company Gap IT Services India Private Limited, we support talent development across the company and encourage employees to seek out opportunities that best fit their interests and strengths. We feel confident your new position will provide many rewarding challenges and opportunities for future career growth. Below is a summary of the terms and conditions, which we wish to offer you for the position:

- 1. Position: Software Engineer Associate, Grade 16**
- 2. Location: Hyderabad**
- 3. Start Date: June 28,2021 (Tentative)**
- 4. Compensation Kindly refer *Annexure "A"* for your compensation components**

Bonus Based on your position as Software Engineer Associate, you will participate in the Professional Cash Incentive Award Plan (ProCAP). ProCAP is an incentive program that rewards achievement of Gap Inc. and/or Division financial and operational objectives. Final bonus amounts may be adjusted by managers based on individual performance. Provided you begin your employment prior to November 1, 2021, you are eligible to participate in the program for fiscal 2021 (February 2021– January 2022). Under the current program, your annual target bonus will be 8 % of your base salary. Depending on results, your actual bonus, if any, may be higher or lower and can reach a maximum of 16%. Bonus payments will be prorated based on active time in position, divisional or country assignment and changes in base salary or incentive target that may occur during the fiscal year. Bonuses for fiscal 2021 are scheduled for payment in March 2022 and you must be employed by Gap Inc. on the payment date to be eligible for an award. Gap Inc. has the right to modify the program at any time. Management discretion can be used to modify the final award amount. Bonus payments are subject to supplemental income tax withholding

Benefits: Company paid Life and Medical insurance program will be effective for you from the day you report to work. Detailed information on all the Benefits Programs will be provided to you on your first day of employment.

Termination Notice. Your employment can be terminated by 2 (Two) months' notice or payment in lieu on either side. We reserve the right to terminate your employment without notice or payment in lieu for any breach of the Company's regulations or misconduct by you, and only your salary accrued (if any) will be paid Confidential. In case this termination voluntarily/ involuntarily (through Code of Business Conduct) is within 1 year from the date of joining, all expenses incurred by the employer will be recovered through employee's full and final settlement. This includes both- arrangement costs directly borne by the employer or the expense claimed by employee.

Code of Conduct. As part of your employment, you will be given a copy of our code of conduct. It outlines many of the details that pertain to standard of business behaviors that we expect all employees to live by. It is important for you to fully understand this philosophy and the policies and procedures governing it. You will be required to separately sign a copy of code of conduct as an acknowledgement of having read the same.

Warranties: You confirm and warrant that:

- (a) you have carefully read and fully understand all the provisions of this Agreement.
- (b) you have not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime, even if you are subject to a pardon, amnesty, or other similar legal action and there is no lawsuit, arbitration, administrative or other proceeding or governmental investigation pending or, to the best of your knowledge, threatened against you.
- (c) you have not been the subject of any adverse court judgment which threatens your solvency or substantially compromises your financial security.
- (d) you have all the necessary licenses, permissions, consents, approvals, qualifications and memberships required of you to perform the duties under this Agreement.
- (e) by entering into this Agreement or performing any of the obligations under it, you will not be in breach of any court order or any express or implied terms of any contract or other obligation binding on you. You further undertake to indemnify Gap against any such claims, costs, damages, liabilities or expenses which Gap may incur if you are in breach of any such obligations.
- (f) in the performance of your obligations, you will not utilize or make available to Gap any confidential or proprietary information of any third party or violate any obligation with respect to such information.
- (g) you have never been suspended, censured or otherwise been subjected to any disciplinary action or other proceeding, litigation or investigation by any state or governmental body or agency or any regulatory authority or self-regulatory organization.

Past Record. This employment is on the basis that the information submitted by you is complete and correct. You agree and acknowledge that if it is found that the information submitted is false or incomplete or that you have concealed certain material information which detrimentally impacts your employment, Gap may terminate employment without providing any notice or pay in lieu thereof.

This offer is contingent & valid only upon successful completion of a background verification being conducted by the company.

.....
Ankit Arora
Director – Human Resources
Authorized Signatory

.....
Accepted
Madiha Fathima

ANNEXURE A

GAP INC. TECHNOLOGY		
Components	Monthly (INR)	Annual (INR)
Basic Pay	26,400	316,800
House Rent Allowance	10,560	126,720
Leave Travel Allowance	2,640	31,680
Special Allowance	26,400	316,800
Annual Gross Base (AGB)	66,000	792,000
Retirals		
Provident Fund (Employer Contribution)	3,168	38,016
Gratuity (accrual only)	1,270	15,240
Total Fixed Compensation	70,438	845,256
Bonus		
Performance Bonus (ProCAP) @ 8% of AGB	5,280	63,360
Total Cash Compensation	75,718	908,616



.....
Ankit Arora
Director – Human Resources
Authorized Signatory

.....
I accept the offer outlined above
Madiha Fathima

Date: December 18, 2020

Private & Confidential

Harshita Nagasai Kaza
CBIT

Dear Harshita Nagasai Kaza

Congratulations on your new position with the company Gap IT Services India Private Limited, we support talent development across the company and encourage employees to seek out opportunities that best fit their interests and strengths. We feel confident your new position will provide many rewarding challenges and opportunities for future career growth. Below is a summary of the terms and conditions, which we wish to offer you for the position:

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Warranties: You confirm and warrant that:

- (a) you have carefully read and fully understand all the provisions of this Agreement.
- (b) you have not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime, even if you are subject to a pardon, amnesty, or other similar legal action and there is no lawsuit, arbitration, administrative or other proceeding or governmental investigation pending or, to the best of your knowledge, threatened against you.
- (c) you have not been the subject of any adverse court judgment which threatens your solvency or substantially compromises your financial security.
- (d) you have all the necessary licenses, permissions, consents, approvals, qualifications and memberships required of you to perform the duties under this Agreement.
- (e) by entering into this Agreement or performing any of the obligations under it, you will not be in breach of any court order or any express or implied terms of any contract or other obligation binding on you. You further undertake to indemnify Gap against any such claims, costs, damages, liabilities or expenses which Gap may incur if you are in breach of any such obligations.
- (f) in the performance of your obligations, you will not utilize or make available to Gap any confidential or proprietary information of any third party or violate any obligation with respect to such information.
- (g) you have never been suspended, censured or otherwise been subjected to any disciplinary action or other proceeding, litigation or investigation by any state or governmental body or agency or any regulatory authority or self-regulatory organization.

Past Record. This employment is on the basis that the information submitted by you is complete and correct. You agree and acknowledge that if it is found that the information submitted is false or incomplete or that you have concealed certain material information which detrimentally impacts your employment, Gap may terminate employment without providing any notice or pay in lieu thereof.

This offer is contingent & valid only upon successful completion of a background verification being conducted by the company.

.....
Ankit Arora
Director – Human Resources
Authorized Signatory

K N S Harshita

.....
Accepted
Harshita Nagasai Kaza

ANNEXURE A

GAP INC. TECHNOLOGY		
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Provident Fund (Employer Contribution)	3,168	38,016
Gratuity (accrual only)	1,270	15,240
Total Fixed Compensation	70,438	845,256
Bonus		
Performance Bonus (ProCAP) @ 8% of AGB	5,280	63,360
Total Cash Compensation	75,718	908,616



.....
Ankit Arora
Director – Human Resources
Authorized Signatory

K N S Harshita

.....
I accept the offer outlined above
Harshita Nagasai Kaza



October 14, 2020

Nikhitha Valishetti
1-7-885/11/A, Nandhi Hills, Hunter Road
Warangal, Telangana - 506001
9494075599
nikhithavalishetti1999@gmail.com

Dear Nikhitha Valishetti

We are pleased to offer you employment with Micron Technology Operations India LLP (**Micron**) on the terms set out in this offer letter and the accompanying Standard Terms and Conditions of Employment (**Standard Terms**) and Confidentiality and Intellectual Property Agreement.

1. Commencement

Subject to the conditions set out in **section 9** of this offer letter, your employment with Micron will commence on **July 26, 2021**.

2. Position

Micron will employ you on a full-time basis in the position of **Associate Engineer-IT Network**, or such other position determined by Micron from time to time.

You will be based at the current Micron premises within a Special Economic Zone (SEZ) in Hyderabad, specifically at The Skyview 20, 2nd, 4th, 5th, 6th and 7th Floor, Sy. No. 83/1, Plot Nos. 22, 23, 24, 30/A, 31, 32 and 33, Raidurg (Panmaqtha) Village, Serilingampally Mandal, Ranga Reddy District, Hyderabad 500081, Telangana, India but you agree to work at other locations if required to do so by Micron from time to time.

You will report to the **IT Network Engineer** and will work under the direction of the person in that position, or such other position determined by Micron.

Micron may change these requirements from time to time at its discretion.

Please note that you have no authority to bind Micron in contract, except to the extent you are expressly authorised in writing to do so.

3. Term

Your employment is intended to be for an indefinite term, subject to:

- (a) Your successful completion of a probationary period of six months (see **clause 2** of the Standard Terms), which period may be extended by Micron in its sole discretion for up to a further six months (such extended period(s) forms part of your probationary period);
- (b) The conditions, and rights of termination, set out in Annexure B of this letter (and Annexure B is deemed to be part of this letter);
- (c) If relevant, maintenance of the required visas and permits from the relevant government authorities to enable you to live and work with Micron in India; and
- (d) Termination in accordance with **clause 6** of the Standard Terms and the requirements of applicable law.

The required period of notice for **clauses 6.1** and **6.1(b)** of the Standard Terms (which deal with the notice of termination to be given by the parties) is two months, or the period required by any applicable statute, whichever is greater.

Your employment with Micron will terminate automatically once you reach the mandatory retirement age of 60.

4. Hours

You must work full time during Micron's business hours as determined by Micron from time to time. However, you will need to be flexible about when you work and you will be required to work such additional hours as are necessary to perform your duties and responsibilities. You will not receive any additional payment for such work, because the possibility of such requirement is already reflected in your salary.

5. Remuneration

Fixed Salary

Micron will pay you a fixed salary (**Fixed Salary**) at the rate of **INR 594000** per year. Your Fixed Salary will accrue pro-rata each day and will be paid monthly. Micron may, at its discretion, divide your Fixed Salary into separate pay components. At the time of this offer, your Fixed Salary is divided into the following pay components:

- (a) basic salary (**Basic Salary**) at a rate equal to **INR 297000** per year; and
- (b) allowances equal to, annually:
 - (i) House rent allowance **INR 118800**
 - (ii) Special allowance **INR 178200**

Your Fixed Salary includes payment for all hours you work (whether part of ordinary working hours or not) and public holidays (whether you work on those days or not), to the extent permissible by law.

Micron may review the amount of your Fixed Salary from time to time in accordance with Micron policy/practice.

Discretionary Allowances

Micron will pay you the following discretionary allowances:

- (a) Medical expense allowance **INR15,000 per year**
(payable monthly on a pro-rata basis)
- (b) Leave travel allowance* **INR41,000 per year**
(*The amount of the allowance will be pro-rated if not employed for the full tax year. Micron will pay you an amount equal to a pro-rata amount of the allowance monthly. In order for the payments to qualify as a leave travel allowance to avail tax exemptions under Indian law, you must submit, subject to and in accordance with Micron policy, eligible expenses for reimbursement against the amounts paid. Any amounts paid in excess of the amount of eligible expenses validly reimbursable to you as a leave travel allowance will be regarded as a cash bonus and will be subject to tax.)

These allowances are discretionary and are not guaranteed. Micron may rescind, change or replace these allowances, including their amount and the basis upon which they are paid, at any time at its sole discretion.

Discretionary Incentive Pay

You will be entitled to participate in Micron's discretionary incentive pay plan as applicable to your position from time to time. The payment and amount of any incentive pay is subject to the rules of the plan at the time and payment is not guaranteed. Without limiting the above, Micron may rescind, change or replace the terms of the plan, your entitlements under them and the payments to be paid in respect of them at any time at its sole discretion.

For information purposes, your current full-year discretionary incentive pay target is **10%** of your Fixed Salary.

Employee Provident Fund

Micron's present practice is to contribute to the provident fund at the rate of 12% of your Basic Salary. You are required to make an equal contribution. Please note that Micron reserves the right to increase or decrease the amount of contributions payable within statutorily permissible limits, without the need to compensate you for any downward adjustments. Similarly, upward adjustments may also be made without increasing your overall remuneration. In no case will the contributions be less than that required by law. Micron's exercise of these rights will be in its sole discretion. Contributions will be paid in accordance with the rules of the applicable plan and Micron policy.

A summary of your current target compensation is set out in Annexure A, for information purposes only.

You will be solely liable for your personal tax liabilities and Micron makes no assurances that your remuneration has been structured in the most tax efficient manner or that the tax treatment applicable to certain emoluments, allowances or benefits will continue for all of your employment. Without limiting Micron's discretion to revise the components of your Fixed Pay, the components of your remuneration may need to be revised from time to time in keeping with regulatory developments or otherwise, and Micron will not be liable for any additional tax liability which you may face due to such revisions.

6. Leave

You will be entitled to leave (including vacation leave and sick leave) subject to and in accordance with applicable law and Micron policy from time to time.

7. Discretionary Benefits

Micron may, at its discretion, from time to time provide you with other benefits. Micron may cease providing these benefits or change the basis on which it provides them at its discretion and you do not have an entitlement to continue to receive these benefits or to receive any other payment or benefit in lieu.

Unless you are advised otherwise in writing, any benefit or compensation apart from your Fixed Salary will be a discretionary benefit to which this clause applies.

Micron's current discretionary benefits include:

Insurance

Micron will make available to you and your eligible family members coverage under group insurance plans. Eligibility for coverage and the terms of coverage will be subject to the rules of the relevant policy/policies and any other requirements of the insurer as amended from time to time.'

8. Additional Contractual Terms

The accompanying Standard Terms are incorporated into this offer letter and they, and the accompanying Confidentiality and Intellectual Property Agreement, form part of the terms of your employment.

You acknowledge also that Micron insists you not violate any confidentiality or other obligations that you owe to your prior employers and/or any third parties, and that you avoid creating any potential implication or appearance of wrongdoing. You must not take, use, or disclose any proprietary, confidential, or trade secret information (including hardcopy or electronic files, information, documents, or other materials) from any prior employer and/or any third party in connection with your employment at Micron.

Micron also insists that you do not retain any potentially confidential, proprietary, or trade secret materials from any prior employer and/or any third party. To the extent you have not done so already, please take this opportunity to search your personal email, cloud, and devices to ensure that you do not download, take, or retain – even inadvertently – any nonpublic business files or documents from any prior employer and/or any third party. If you locate any such files or documents, please return and/or delete them (as provided by your contracts with prior employers and/or any third parties) as soon as possible, so that you do not possess any such files or documents on the day you begin work for Micron.

Based on the foregoing, you represent that your employment with Micron will not breach any agreement to protect confidential information, knowledge, or data acquired by you in confidence or in trust prior to becoming an employee of Micron, and you will not use, access, or disclose to Micron, or induce Micron to use or disclose, any such confidential information or material belonging to any prior employer and/or any third party. Further, you agree that in the event you believe at any time that your work with Micron would make it difficult for you to not disclose to Micron any confidential information or materials belonging to any prior employer and/or any third party, you will immediately inform Micron via email at new_hire_cert@micron.com and to your supervisor at Micron.

9. Conditions on this Offer

This offer of employment and your commencement of employment with Micron is conditional upon:

- (a) if necessary, you obtaining the required employment and/or visa approvals from the relevant government authorities to enable you to work with Micron in India;
- (b) your completion of all required applicant procedures, including but not limited to application materials and transcripts;
- (c) if required by Micron, certification by Micron’s appointed medical practitioner that you have passed with satisfactory results a pre-employment medical check-up conducted by such medical practitioner, which will include a chest x-ray if deemed necessary, and are fit for employment; and
- (d) satisfactory completion of reference and/or background checks that may include verification of your educational, employment or salary history. Should you fail to produce to Micron the required documentation or if any information furnished by you proves to be false, misleading or inaccurate, any offer of employment by Micron may be withdrawn and, if already accepted, Micron may (notwithstanding any other clause in the Standard Terms) terminate your employment immediately without notice or any payment in lieu of notice.

Please note that all Micron sites must observe U.S. export control rules that control information that may be provided to persons from *Cuba, Iran, North Korea, Sudan, and Syria*. Micron understands that you are NOT a citizen of any of these countries (even at a secondary level, such as “dual” citizenship with a new country). *If you are a citizen of, or hold dual citizenship with any of these countries, you must inform HR immediately, to permit us to request an export control license for you if necessary.*

This offer is valid for seven (7) working days from the date stated above. To accept Micron’s offer, please sign this offer letter, the attached Standard Terms and the Confidentiality and Intellectual Property Agreement and return them to Human Resources within this time-frame. If these documents are not signed and returned by you within this time-frame, this offer of employment will lapse automatically.

Yours sincerely



Sharmila Khan
Director, HRBP (India)

To: Micron Technology Operations India LLP

I, **Nikhitha Valishetti**, have read this offer letter, and the accompanying Standard Terms and Confidentiality and Intellectual Property Agreement, and agree to accept this offer of employment.

Signature

Date (mm/dd/yyyy)

**ANNEXURE A - CURRENT ANNUAL TARGET COMPENSATION AND BENEFITS OUTLINE
(FOR INFORMATION PURPOSES)**

Compensation

Fixed Salary

- Basic Salary INR 297000
- House Rent Allowance INR 118800
- Special Allowance INR 178200
- Total INR 594000

Employer Provident Fund Contributions INR 35640

Discretionary Allowances

- Medical Expense Allowance INR 15000
- Leave Travel Allowance INR 41000

Discretionary Incentive Target INR 59400

TOTAL **INR 745040**

*Hyderabad Benefits**

Public Holidays	10 days per calendar year
Vacation Leave	15 days per calendar year, pro-rata in the first calendar year of service (pro-rated at a rate of 1.25 days per month)
Sick Leave	12 days per calendar year
Casual Leave	12 days per calendar year, pro-rata in the first calendar year of service (pro-rated at a rate of 1 day per month)
Death-in-Family	3 days per occurrence, in the event of a death of an immediate family member
Maternity Leave (female team members)	26 weeks if fewer than 2 surviving children; 12 weeks if two or more surviving children
Paternity Leave (male team members)	5 days for the birth of each child
Marriage Leave	5 days per occurrence
Insurance	Medical Insurance (employee & eligible dependents), and Life and Personal Accident Insurance (employee only)

**All benefits other than those statutorily required are discretionary and are provided subject to the terms and conditions of Micron policy from time to time.*

ANNEXURE B

Bachelor's Degree – Engineer

1. A Bachelor's Degree is a pre-requisite for your ongoing employment.
2. You must submit to the HR Department of Micron by August 31, 2021, an original copy of the notification of examination results issued by the Registrar of your college or university, stating that you have passed the final examination for the Degree of Bachelor of Electronics and Communication.
3. You must also submit an original copy of the official transcript of academic record for your Degree and the Degree scroll upon conferment to the HR Department of Micron by August 31, 2021.
4. If you do not obtain your Degree at the required level within the required time and/or are required to repeat any part of your course, Micron reserves the right to terminate your employment in accordance with **clauses 2.4** and **6** of the Standard Terms.
5. You will keep Micron duly informed of any delay in the completion of the above Degree program. Any delay may result in the termination of your employment as provided for in paragraph 4 above.

STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

These Standard Terms together with the accompanying offer letter and Confidentiality and Intellectual Property Agreement set out the terms and conditions on which Micron offers you employment.

1 Your Duties

1.1 You must:

- (a) perform to the best of your abilities and knowledge the duties assigned to you by Micron from time to time, whether during or outside its business hours, at such places as Micron requires and for Micron or any of its Related Companies as required by Micron;
- (b) serve Micron faithfully and diligently to the best of your ability and comply with all lawful directions of Micron from time to time and use all reasonable efforts to promote the interests of Micron and act in Micron's best interests;
- (c) devote your time and attention during Micron's business hours exclusively to the discharge of your duties except as may be permitted in writing by Micron;
- (d) comply with all laws applicable to your position and the duties assigned to you and comply with all of Micron's rules, regulations, policies and procedures which Micron may vary and/or adopt from time to time. Micron may adopt, vary or rescind these rules, regulations, policies and procedures from time to time in its absolute discretion and without any limitation (implied or otherwise) on its ability to do so; and
- (e) report to the person or persons nominated by Micron from time to time.

1.2 Without limiting your duties to Micron, during your employment you must not:

- (a) act in conflict with Micron's best interests; or
- (b) engage in any business or activity, whether in competition with Micron or not without the prior written approval of Micron.

1.3 Micron may require you to provide evidence confirming to the satisfaction of Micron that you are not in breach of **clause 1.2(b)**.

1.4 You acknowledge that the restrictions specified in **clause 1.2** are, in the circumstances, reasonable and necessary to protect Micron's legitimate interests.

1.5 You agree that, without the need to terminate the employment relationship, Micron may: modify or remove your assigned duties; or transfer you to another position, department or place of work, without additional compensation

to you, in accordance with Micron's needs. Any such change will not be deemed to violate the terms of this Agreement or constitute any basis for constructive or involuntary termination of employment.

2 Probationary Employment

2.1 This **clause 2** applies only if the accompanying offer letter states that your employment is subject to a probationary period.

2.2 During this probationary period, you will have an opportunity to ascertain whether you are satisfied with the job and you must satisfy Micron that you have the qualities necessary for, and are capable of performing, those duties assigned to you at the level required by Micron.

2.3 Your employment will be assessed by Micron during the probationary period. If your employment (conduct, performance, etc.) has been satisfactory to Micron and to you, your employment will be confirmed and will continue in accordance with the terms of this Agreement. If this is not the case your employment will either be extended on probation or cease at the end of the probationary period unless it is terminated earlier in accordance with **clause 2.4** below.

2.4 During the probationary period, you or Micron may terminate your employment by giving 15 days' notice or by Micron paying you a sum equal to your Fixed Salary for 15 days in lieu of notice. If the probationary period is extended beyond six months, then the relevant notice period (and payment in lieu) will be one month.

3 Travel

You must make such journeys on the business of Micron and its Related Companies as may be reasonably required by Micron, using such transport as Micron determines.

4 Expenses

Micron will reimburse you for all work-related expenses:

- (a) properly incurred by you in execution of your responsibilities and duties (including, without limitation, travel, accommodation, entertainment and telephone expenses);
- (b) substantiated to the reasonable satisfaction of Micron, whether by production of receipts or otherwise;
- (c) which are approved by an authorized Micron representative; and
- (d) are otherwise incurred and claimed in accordance with applicable Micron policy.

5 Leave

5.1 You are required to notify Micron immediately of every absence from work and its probable duration. Upon request by Micron, you must promptly provide Micron with reasons for the absence.

5.2 Micron may require you to be examined by a medical practitioner nominated by Micron, who will provide a report to Micron, the disclosure of which you hereby consent to, in respect of any illness or injury for which you take paid or unpaid sick leave.

6 Termination

6.1 Your employment may be terminated at any time:

- (a) by you giving to Micron the required period of notice in writing as set out in the accompanying offer letter (Micron will have the sole discretion to allow you to pay Fixed Salary in lieu of your notice period or waive the same); or
- (b) by Micron giving to you the required period of notice set out in the accompanying offer letter or by paying you an amount equal to your Fixed Salary in lieu of notice for that period or in part by giving you notice and in part by making a payment to you in lieu of notice.

6.2 Micron may terminate your employment for reasons of unsatisfactory performance, redundancy, financial difficulties or business restructuring, loss of faith or confidence, etc., or for no reason at all.

6.3 During the periods of notice provided for in **clauses 6.1**, Micron may, at its discretion, require you to:

- (a) not attend for work or contact any customers or clients; and/or
- (b) perform duties which are different to those which you were required to perform during the rest of your employment with Micron, provided only that you have the necessary skills and competencies to perform the duties.

6.4 Your employment may be terminated by Micron at any time with immediate effect, without notice or any payment in lieu thereof:

- (a) if you are guilty of misconduct, including, without limitation:
 - (i) wilfully, or deliberately, behaving in a way that is inconsistent with the continuation of the contract of employment;
 - (ii) commission of any act or omission that causes imminent, or serious, risk to:

(A) the health or safety of a person; or

(B) the reputation, viability or profitability of Micron's business;

(iii) in the course of your employment, engaging in theft, fraud misappropriation of property or assault;

(iv) intoxication at work; or

(v) refusing to carry out a lawful and reasonable instruction;

(vi) repeated failure to comply with lawful directions of Micron and its officers;

(vii) habitual unauthorised absence or unauthorised absence for a period exceeding 3 days.

(b) if you engage in conduct that could bring you or Micron into disrepute, including but not limited to acceptance or offering of illegal gratification;

(c) if you materially or habitually neglect your duties;

(d) if you breach any material provision of this Agreement or your Confidentiality and Intellectual Property Agreement; or

(e) on any other ground for which Micron would be entitled to terminate your employment without notice at law.

6.5 Your employment with Micron will terminate automatically once you reach the mandatory retirement age of 60.

6.6 Micron is a member of the Responsible Business Alliance (**RBA**) and complies with the RBA Code of Conduct (**Code**). If, at the time you give notice of termination, the Code requires a cap on the amount which may be due from you in the event Micron agrees to allow you to pay Fixed Salary in lieu of your notice period, then Micron will apply the cap that applies at the time. The current cap under the Code is 60% of your monthly Fixed Salary.

6.7 Any resignation submitted by you in accordance with the terms set under **section 3** of the accompanying offer letter and **clauses 2.4** and **6.1** of these Standard Terms Agreement must be accepted by Micron to become effective. Once accepted, your resignation cannot be withdrawn by you without the express consent of Micron.

6.8 If you are unable by reason of continued ill-health, sickness, accident, disability or injury for a period of 6 months or more to perform your roles and duties hereunder, Micron may at its discretion terminate your employment.

6.9 Micron may suspend you with pay while investigating any matter which Micron believes could lead to Micron exercising its rights under

clause 6.4 or taking any other disciplinary action.

- 6.10 On termination of your employment, you must immediately hand over responsibilities to a person nominated for that purpose by Micron. You must also deliver to such person all papers, documents and other property of Micron and its Related Companies that may be in your possession, control or power (including but not limited to any phones, computers, vehicles, etc. provided by Micron).
- 6.11 Termination under **clause 6** does not affect any accrued rights or remedies of Micron in respect of any breach or default by you.
- 6.12 The rights of termination under **clause 6** apply according to their terms and are not limited by any other term of this Agreement (including implied terms).
- 6.13 You agree and accept that any statutory or other "last in first out" rule or any modifications thereof will not apply in the event of termination of your employment for any reason whatsoever.

7 What Happens After the Termination of Employment

- 7.1 If your employment is terminated for any reason Micron may set off any amounts you owe Micron (including deductions for the cost of repair or replacement of property issued to you) against any amounts Micron owes you at the date of termination except for amounts Micron is not entitled by law to set off.
- 7.2 Your obligations regarding non-disclosure of confidential information, protection of intellectual property, and any other provisions that are meant to survive termination of this Agreement, that are contained in this Agreement or the Confidentiality and Intellectual Property Agreement, will survive the termination of your employment.

8 Remuneration

- 8.1 Micron may, at its discretion, change the pay components that comprise your Fixed Salary, provided that it may not reduce the amount of your Fixed Salary and the Basic Salary will not in any circumstance comprise less than 50% of your Fixed Salary.
- 8.2 Micron may recover from your Fixed Salary any overpayments made to you in respect of any payment made to you by Micron.

9 Compliance

The exercise of or compliance with any discretion, right or obligation under this Agreement is subject to compliance with all applicable laws.

10 Data Protection

You consent to Micron holding and processing data relating to you for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data" (as defined in the Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011) relating to you. You agree to Micron making such information available to third parties on a need to know basis. You also consent to the transfer of such information to Micron's business contacts within or outside India in order to further Micron's business interests.

11 Employee Surveillance

You agree and understand that Micron may use various modes to ensure that the internet communication systems provided to you are used in an appropriate manner. These may include scanning, reading, inspection, scrutiny of emails sent and received and websites visited or created by you. You acknowledge that you do not have any expectation of privacy when using Micron's resources. For the avoidance of doubt, and for the limited purpose of safeguarding Micron's confidential and proprietary information, Micron will have the right to monitor any personal or official e-mail or social media forum that maybe accessible to you from Micron's resources, including but not limited to Gmail, Facebook, Twitter, Instagram, etc. Micron also reserves the right to monitor its employees using various security measures including but not limited to closed circuit television systems. These maybe installed on Micron's premises overtly or covertly to ensure that the employees do not participate or propagate any activities which are or could be prejudicial to Micron's business interests, or which could bring it into disrepute.

12 Warranty

You warrant that:

- (a) you have not entered into, and will not enter into, any agreement in conflict with this Agreement or your employment with Micron;
- (b) you having provided Micron with information that is true and complete in all respects;
- (c) your employment with Micron will not violate any agreement with, or rights of, any third party;
- (d) you have not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime or other similar legal action and there is no lawsuit, arbitration, administrative or other proceeding, disciplinary action, governmental or any other investigation

pending or, to the best of your knowledge, threatened against you;

- (e) you have not been the subject of any adverse court judgment which threatens your solvency or substantially compromises your financial security.
- (f) except as expressly authorized by Micron in writing, you will not use or disclose your own or any third party's confidential information or intellectual property when acting within the scope of your employment or otherwise on behalf of Micron; and
- (g) you have not retained anything containing any confidential information of a prior employer or other third party, whether or not created by you.

13 Severability

Part or all of any clause of this Agreement that is illegal or unenforceable will be severed from this Agreement and the remaining provisions of this Agreement continue in force.

14 Waiver

The failure of either party at any time to insist on performance of any provision of this Agreement or to fail to exercise a right under this Agreement is not a waiver of its right at any later time to insist on performance of that or any other provision of, or exercise that or any other right under, this Agreement.

15 Additional Remedies

Notwithstanding anything contained in this Agreement, in addition to any remedy available to Micron, whether provided herein or conferred by statute, civil law, common law, custom, trade, or usage, Micron will be entitled to obtain an injunction against you from a civil court of competent jurisdiction.

16 Successors and Assigns

Micron will have the right to assign this Agreement and all covenants and agreements herein will inure to the benefit of and be enforceable by such successors and assigns. This Agreement is personal to you and cannot be assigned by you.

17 Entire Agreement

This Agreement and the Confidentiality and Intellectual Property Agreement:

- (a) constitute the entire agreement between the parties as to their subject matter; and
- (b) in relation to that subject matter, supersede any prior understanding or agreement between the parties and any prior condition, warranty, indemnity or representation imposed, given or made by a party.

18 Headings

Headings are for ease of reference only and do not affect the meaning of this Agreement.

19 Alteration and Exercise of Rights

This Agreement may only be altered in writing signed by each party. Micron reserves the right, in the event of there being any variance in any terms and conditions of employment or in such policies and direction that may be circulated and communicated to you, to construe such variance in the manner that best reconciles such difference having regard to the objectives and purpose of your employment under this Agreement. Micron's construction and reconciliation of such variance will be final. The exercise of any right or discretion by Micron under this Agreement or in connection with your employment is in its absolute discretion and is not subject to any implied restrictions (including any implied term of mutual trust and confidence).

20 Governing Law

This Agreement is governed by the law applicable in India and the parties irrevocably and unconditionally submit to the exclusive jurisdiction of the courts of Bangalore, India.

21 Definitions

21.1 **Agreement** means these Standard Terms and the accompanying offer letter.

21.2 **engage in** means to participate, assist or otherwise be directly or indirectly involved as a member, shareholder (other than a shareholding of less than five percent (5%) in a company listed on any recognised stock exchange), unitholder, director, consultant, adviser, contractor, principal, agent manager, employee, beneficiary, partner, associate, trustee or financier.

21.3 **Related Companies** means Micron's parent and subsidiary companies and corporations, and their respective subsidiary and parent companies and corporations that may be formed from time to time.

Unless the context otherwise requires, terms defined in the accompanying letter have the same meaning in these Standard Terms and vice versa.

Name

Signed and Dated (mm/dd/yyyy)



October 14, 2020

Nikhitha Valishetti
1-7-885/11/A, Nandhi Hills, Hunter Road
Warangal, Telangana - 506001
9494075599
nikhithavalishetti1999@gmail.com

Dear Nikhitha Valishetti

We are pleased to offer you employment with Micron Technology Operations India LLP (**Micron**) on the terms set out in this offer letter and the accompanying Standard Terms and Conditions of Employment (**Standard Terms**) and Confidentiality and Intellectual Property Agreement.

1. Commencement

Subject to the conditions set out in **section 9** of this offer letter, your employment with Micron will commence on **July 26, 2021**.

2. Position

Micron will employ you on a full-time basis in the position of **Associate Engineer-IT Network**, or such other position determined by Micron from time to time.

You will be based at the current Micron premises within a Special Economic Zone (SEZ) in Hyderabad, specifically at The Skyview 20, 2nd, 4th, 5th, 6th and 7th Floor, Sy. No. 83/1, Plot Nos. 22, 23, 24, 30/A, 31, 32 and 33, Raidurg (Panmaqtha) Village, Serilingampally Mandal, Ranga Reddy District, Hyderabad 500081, Telangana, India but you agree to work at other locations if required to do so by Micron from time to time.

You will report to the **IT Network Engineer** and will work under the direction of the person in that position, or such other position determined by Micron.

Micron may change these requirements from time to time at its discretion.

Please note that you have no authority to bind Micron in contract, except to the extent you are expressly authorised in writing to do so.

3. Term

Your employment is intended to be for an indefinite term, subject to:

- (a) Your successful completion of a probationary period of six months (see **clause 2** of the Standard Terms), which period may be extended by Micron in its sole discretion for up to a further six months (such extended period(s) forms part of your probationary period);
- (b) The conditions, and rights of termination, set out in Annexure B of this letter (and Annexure B is deemed to be part of this letter);
- (c) If relevant, maintenance of the required visas and permits from the relevant government authorities to enable you to live and work with Micron in India; and
- (d) Termination in accordance with **clause 6** of the Standard Terms and the requirements of applicable law.

The required period of notice for **clauses 6.1** and **6.1(b)** of the Standard Terms (which deal with the notice of termination to be given by the parties) is two months, or the period required by any applicable statute, whichever is greater.

Your employment with Micron will terminate automatically once you reach the mandatory retirement age of 60.

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You must work full time during Micron's business hours as determined by Micron from time to time. However, you will need to be flexible about when you work and you will be required to work such additional hours as are necessary to perform your duties and responsibilities. You will not receive any additional payment for such work, because the possibility of such requirement is already reflected in your salary.

5. Remuneration

Fixed Salary

Micron will pay you a fixed salary (**Fixed Salary**) at the rate of **INR 594000** per year. Your Fixed Salary will accrue pro-rata each day and will be paid monthly. Micron may, at its discretion, divide your Fixed Salary into separate pay components. At the time of this offer, your Fixed Salary is divided into the following pay components:

- (a) basic salary (**Basic Salary**) at a rate equal to **INR 297000** per year; and
- (b) allowances equal to, annually:
 - (i) House rent allowance **INR 118800**
 - (ii) Special allowance **INR 178200**

Your Fixed Salary includes payment for all hours you work (whether part of ordinary working hours or not) and public holidays (whether you work on those days or not), to the extent permissible by law.

Micron may review the amount of your Fixed Salary from time to time in accordance with Micron policy/practice.

Discretionary Allowances

Micron will pay you the following discretionary allowances:

- (a) Medical expense allowance **INR15,000 per year**
(payable monthly on a pro-rata basis)
- (b) Leave travel allowance* **INR41,000 per year**
(*The amount of the allowance will be pro-rated if not employed for the full tax year. Micron will pay you an amount equal to a pro-rata amount of the allowance monthly. In order for the payments to qualify as a leave travel allowance to avail tax exemptions under Indian law, you must submit, subject to and in accordance with Micron policy, eligible expenses for reimbursement against the amounts paid. Any amounts paid in excess of the amount of eligible expenses validly reimbursable to you as a leave travel allowance will be regarded as a cash bonus and will be subject to tax.)

These allowances are discretionary and are not guaranteed. Micron may rescind, change or replace these allowances, including their amount and the basis upon which they are paid, at any time at its sole discretion.

Discretionary Incentive Pay

You will be entitled to participate in Micron's discretionary incentive pay plan as applicable to your position from time to time. The payment and amount of any incentive pay is subject to the rules of the plan at the time and payment is not guaranteed. Without limiting the above, Micron may rescind, change or replace the terms of the plan, your entitlements under them and the payments to be paid in respect of them at any time at its sole discretion.

For information purposes, your current full-year discretionary incentive pay target is **10%** of your Fixed Salary.

Employee Provident Fund

Micron's present practice is to contribute to the provident fund at the rate of 12% of your Basic Salary. You are required to make an equal contribution. Please note that Micron reserves the right to increase or decrease the amount of contributions payable within statutorily permissible limits, without the need to compensate you for any downward adjustments. Similarly, upward adjustments may also be made without increasing your overall remuneration. In no case will the contributions be less than that required by law. Micron's exercise of these rights will be in its sole discretion. Contributions will be paid in accordance with the rules of the applicable plan and Micron policy.

A summary of your current target compensation is set out in Annexure A, for information purposes only.

You will be solely liable for your personal tax liabilities and Micron makes no assurances that your remuneration has been structured in the most tax efficient manner or that the tax treatment applicable to certain emoluments, allowances or benefits will continue for all of your employment. Without limiting Micron's discretion to revise the components of your Fixed Pay, the components of your remuneration may need to be revised from time to time in keeping with regulatory developments or otherwise, and Micron will not be liable for any additional tax liability which you may face due to such revisions.

6. Leave

You will be entitled to leave (including vacation leave and sick leave) subject to and in accordance with applicable law and Micron policy from time to time.

7. Discretionary Benefits

Micron may, at its discretion, from time to time provide you with other benefits. Micron may cease providing these benefits or change the basis on which it provides them at its discretion and you do not have an entitlement to continue to receive these benefits or to receive any other payment or benefit in lieu.

Unless you are advised otherwise in writing, any benefit or compensation apart from your Fixed Salary will be a discretionary benefit to which this clause applies.

Micron's current discretionary benefits include:

Insurance

Micron will make available to you and your eligible family members coverage under group insurance plans. Eligibility for coverage and the terms of coverage will be subject to the rules of the relevant policy/policies and any other requirements of the insurer as amended from time to time.'

8. Additional Contractual Terms

The accompanying Standard Terms are incorporated into this offer letter and they, and the accompanying Confidentiality and Intellectual Property Agreement, form part of the terms of your employment.

You acknowledge also that Micron insists you not violate any confidentiality or other obligations that you owe to your prior employers and/or any third parties, and that you avoid creating any potential implication or appearance of wrongdoing. You must not take, use, or disclose any proprietary, confidential, or trade secret information (including hardcopy or electronic files, information, documents, or other materials) from any prior employer and/or any third party in connection with your employment at Micron.

Micron also insists that you do not retain any potentially confidential, proprietary, or trade secret materials from any prior employer and/or any third party. To the extent you have not done so already, please take this opportunity to search your personal email, cloud, and devices to ensure that you do not download, take, or retain – even inadvertently – any nonpublic business files or documents from any prior employer and/or any third party. If you locate any such files or documents, please return and/or delete them (as provided by your contracts with prior employers and/or any third parties) as soon as possible, so that you do not possess any such files or documents on the day you begin work for Micron.

Based on the foregoing, you represent that your employment with Micron will not breach any agreement to protect confidential information, knowledge, or data acquired by you in confidence or in trust prior to becoming an employee of Micron, and you will not use, access, or disclose to Micron, or induce Micron to use or disclose, any such confidential information or material belonging to any prior employer and/or any third party. Further, you agree that in the event you believe at any time that your work with Micron would make it difficult for you to not disclose to Micron any confidential information or materials belonging to any prior employer and/or any third party, you will immediately inform Micron via email at new_hire_cert@micron.com and to your supervisor at Micron.

9. Conditions on this Offer

This offer of employment and your commencement of employment with Micron is conditional upon:

- (a) if necessary, you obtaining the required employment and/or visa approvals from the relevant government authorities to enable you to work with Micron in India;
- (b) your completion of all required applicant procedures, including but not limited to application materials and transcripts;
- (c) if required by Micron, certification by Micron’s appointed medical practitioner that you have passed with satisfactory results a pre-employment medical check-up conducted by such medical practitioner, which will include a chest x-ray if deemed necessary, and are fit for employment; and
- (d) satisfactory completion of reference and/or background checks that may include verification of your educational, employment or salary history. Should you fail to produce to Micron the required documentation or if any information furnished by you proves to be false, misleading or inaccurate, any offer of employment by Micron may be withdrawn and, if already accepted, Micron may (notwithstanding any other clause in the Standard Terms) terminate your employment immediately without notice or any payment in lieu of notice.

Please note that all Micron sites must observe U.S. export control rules that control information that may be provided to persons from *Cuba, Iran, North Korea, Sudan, and Syria*. Micron understands that you are NOT a citizen of any of these countries (even at a secondary level, such as “dual” citizenship with a new country). *If you are a citizen of, or hold dual citizenship with any of these countries, you must inform HR immediately, to permit us to request an export control license for you if necessary.*

This offer is valid for seven (7) working days from the date stated above. To accept Micron’s offer, please sign this offer letter, the attached Standard Terms and the Confidentiality and Intellectual Property Agreement and return them to Human Resources within this time-frame. If these documents are not signed and returned by you within this time-frame, this offer of employment will lapse automatically.

Yours sincerely



Sharmila Khan
Director, HRBP (India)

To: Micron Technology Operations India LLP

I, **Nikhitha Valishetti**, have read this offer letter, and the accompanying Standard Terms and Confidentiality and Intellectual Property Agreement, and agree to accept this offer of employment.

Signature

Date (mm/dd/yyyy)

**ANNEXURE A - CURRENT ANNUAL TARGET COMPENSATION AND BENEFITS OUTLINE
(FOR INFORMATION PURPOSES)**

Compensation

Fixed Salary

- Basic Salary INR 297000
- House Rent Allowance INR 118800
- Special Allowance INR 178200
- Total INR 594000

Employer Provident Fund Contributions INR 35640

Discretionary Allowances

- Medical Expense Allowance INR 15000
- Leave Travel Allowance INR 41000

Discretionary Incentive Target INR 59400

TOTAL **INR 745040**

*Hyderabad Benefits**

Public Holidays	10 days per calendar year
Vacation Leave	15 days per calendar year, pro-rata in the first calendar year of service (pro-rated at a rate of 1.25 days per month)
Sick Leave	12 days per calendar year
Casual Leave	12 days per calendar year, pro-rata in the first calendar year of service (pro-rated at a rate of 1 day per month)
Death-in-Family	3 days per occurrence, in the event of a death of an immediate family member
Maternity Leave (female team members)	26 weeks if fewer than 2 surviving children; 12 weeks if two or more surviving children
Paternity Leave (male team members)	5 days for the birth of each child
Marriage Leave	5 days per occurrence
Insurance	Medical Insurance (employee & eligible dependents), and Life and Personal Accident Insurance (employee only)

**All benefits other than those statutorily required are discretionary and are provided subject to the terms and conditions of Micron policy from time to time.*

ANNEXURE B

Bachelor's Degree – Engineer

1. A Bachelor's Degree is a pre-requisite for your ongoing employment.
2. You must submit to the HR Department of Micron by August 31, 2021, an original copy of the notification of examination results issued by the Registrar of your college or university, stating that you have passed the final examination for the Degree of Bachelor of Electronics and Communication.
3. You must also submit an original copy of the official transcript of academic record for your Degree and the Degree scroll upon conferment to the HR Department of Micron by August 31, 2021.
4. If you do not obtain your Degree at the required level within the required time and/or are required to repeat any part of your course, Micron reserves the right to terminate your employment in accordance with **clauses 2.4** and **6** of the Standard Terms.
5. You will keep Micron duly informed of any delay in the completion of the above Degree program. Any delay may result in the termination of your employment as provided for in paragraph 4 above.

STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

These Standard Terms together with the accompanying offer letter and Confidentiality and Intellectual Property Agreement set out the terms and conditions on which Micron offers you employment.

1 Your Duties

1.1 You must:

- (a) perform to the best of your abilities and knowledge the duties assigned to you by Micron from time to time, whether during or outside its business hours, at such places as Micron requires and for Micron or any of its Related Companies as required by Micron;
- (b) serve Micron faithfully and diligently to the best of your ability and comply with all lawful directions of Micron from time to time and use all reasonable efforts to promote the interests of Micron and act in Micron's best interests;
- (c) devote your time and attention during Micron's business hours exclusively to the discharge of your duties except as may be permitted in writing by Micron;
- (d) comply with all laws applicable to your position and the duties assigned to you and comply with all of Micron's rules, regulations, policies and procedures which Micron may vary and/or adopt from time to time. Micron may adopt, vary or rescind these rules, regulations, policies and procedures from time to time in its absolute discretion and without any limitation (implied or otherwise) on its ability to do so; and
- (e) report to the person or persons nominated by Micron from time to time.

1.2 Without limiting your duties to Micron, during your employment you must not:

- (a) act in conflict with Micron's best interests; or
- (b) engage in any business or activity, whether in competition with Micron or not without the prior written approval of Micron.

1.3 Micron may require you to provide evidence confirming to the satisfaction of Micron that you are not in breach of **clause 1.2(b)**.

1.4 You acknowledge that the restrictions specified in **clause 1.2** are, in the circumstances, reasonable and necessary to protect Micron's legitimate interests.

1.5 You agree that, without the need to terminate the employment relationship, Micron may: modify or remove your assigned duties; or transfer you to another position, department or place of work, without additional compensation

to you, in accordance with Micron's needs. Any such change will not be deemed to violate the terms of this Agreement or constitute any basis for constructive or involuntary termination of employment.

2 Probationary Employment

2.1 This **clause 2** applies only if the accompanying offer letter states that your employment is subject to a probationary period.

2.2 During this probationary period, you will have an opportunity to ascertain whether you are satisfied with the job and you must satisfy Micron that you have the qualities necessary for, and are capable of performing, those duties assigned to you at the level required by Micron.

2.3 Your employment will be assessed by Micron during the probationary period. If your employment (conduct, performance, etc.) has been satisfactory to Micron and to you, your employment will be confirmed and will continue in accordance with the terms of this Agreement. If this is not the case your employment will either be extended on probation or cease at the end of the probationary period unless it is terminated earlier in accordance with **clause 2.4** below.

2.4 During the probationary period, you or Micron may terminate your employment by giving 15 days' notice or by Micron paying you a sum equal to your Fixed Salary for 15 days in lieu of notice. If the probationary period is extended beyond six months, then the relevant notice period (and payment in lieu) will be one month.

3 Travel

You must make such journeys on the business of Micron and its Related Companies as may be reasonably required by Micron, using such transport as Micron determines.

4 Expenses

Micron will reimburse you for all work-related expenses:

- (a) properly incurred by you in execution of your responsibilities and duties (including, without limitation, travel, accommodation, entertainment and telephone expenses);
- (b) substantiated to the reasonable satisfaction of Micron, whether by production of receipts or otherwise;
- (c) which are approved by an authorized Micron representative; and
- (d) are otherwise incurred and claimed in accordance with applicable Micron policy.

5 Leave

5.1 You are required to notify Micron immediately of every absence from work and its probable duration. Upon request by Micron, you must promptly provide Micron with reasons for the absence.

5.2 Micron may require you to be examined by a medical practitioner nominated by Micron, who will provide a report to Micron, the disclosure of which you hereby consent to, in respect of any illness or injury for which you take paid or unpaid sick leave.

6 Termination

6.1 Your employment may be terminated at any time:

- (a) by you giving to Micron the required period of notice in writing as set out in the accompanying offer letter (Micron will have the sole discretion to allow you to pay Fixed Salary in lieu of your notice period or waive the same); or
- (b) by Micron giving to you the required period of notice set out in the accompanying offer letter or by paying you an amount equal to your Fixed Salary in lieu of notice for that period or in part by giving you notice and in part by making a payment to you in lieu of notice.

6.2 Micron may terminate your employment for reasons of unsatisfactory performance, redundancy, financial difficulties or business restructuring, loss of faith or confidence, etc., or for no reason at all.

6.3 During the periods of notice provided for in **clauses 6.1**, Micron may, at its discretion, require you to:

- (a) not attend for work or contact any customers or clients; and/or
- (b) perform duties which are different to those which you were required to perform during the rest of your employment with Micron, provided only that you have the necessary skills and competencies to perform the duties.

6.4 Your employment may be terminated by Micron at any time with immediate effect, without notice or any payment in lieu thereof:

- (a) if you are guilty of misconduct, including, without limitation:
 - (i) wilfully, or deliberately, behaving in a way that is inconsistent with the continuation of the contract of employment;
 - (ii) commission of any act or omission that causes imminent, or serious, risk to:

(A) the health or safety of a person; or

(B) the reputation, viability or profitability of Micron's business;

(iii) in the course of your employment, engaging in theft, fraud misappropriation of property or assault;

(iv) intoxication at work; or

(v) refusing to carry out a lawful and reasonable instruction;

(vi) repeated failure to comply with lawful directions of Micron and its officers;

(vii) habitual unauthorised absence or unauthorised absence for a period exceeding 3 days.

(b) if you engage in conduct that could bring you or Micron into disrepute, including but not limited to acceptance or offering of illegal gratification;

(c) if you materially or habitually neglect your duties;

(d) if you breach any material provision of this Agreement or your Confidentiality and Intellectual Property Agreement; or

(e) on any other ground for which Micron would be entitled to terminate your employment without notice at law.

6.5 Your employment with Micron will terminate automatically once you reach the mandatory retirement age of 60.

6.6 Micron is a member of the Responsible Business Alliance (**RBA**) and complies with the RBA Code of Conduct (**Code**). If, at the time you give notice of termination, the Code requires a cap on the amount which may be due from you in the event Micron agrees to allow you to pay Fixed Salary in lieu of your notice period, then Micron will apply the cap that applies at the time. The current cap under the Code is 60% of your monthly Fixed Salary.

6.7 Any resignation submitted by you in accordance with the terms set under **section 3** of the accompanying offer letter and **clauses 2.4** and **6.1** of these Standard Terms Agreement must be accepted by Micron to become effective. Once accepted, your resignation cannot be withdrawn by you without the express consent of Micron.

6.8 If you are unable by reason of continued ill-health, sickness, accident, disability or injury for a period of 6 months or more to perform your roles and duties hereunder, Micron may at its discretion terminate your employment.

6.9 Micron may suspend you with pay while investigating any matter which Micron believes could lead to Micron exercising its rights under

clause 6.4 or taking any other disciplinary action.

- 6.10 On termination of your employment, you must immediately hand over responsibilities to a person nominated for that purpose by Micron. You must also deliver to such person all papers, documents and other property of Micron and its Related Companies that may be in your possession, control or power (including but not limited to any phones, computers, vehicles, etc. provided by Micron).
- 6.11 Termination under **clause 6** does not affect any accrued rights or remedies of Micron in respect of any breach or default by you.
- 6.12 The rights of termination under **clause 6** apply according to their terms and are not limited by any other term of this Agreement (including implied terms).
- 6.13 You agree and accept that any statutory or other "last in first out" rule or any modifications thereof will not apply in the event of termination of your employment for any reason whatsoever.

7 What Happens After the Termination of Employment

- 7.1 If your employment is terminated for any reason Micron may set off any amounts you owe Micron (including deductions for the cost of repair or replacement of property issued to you) against any amounts Micron owes you at the date of termination except for amounts Micron is not entitled by law to set off.
- 7.2 Your obligations regarding non-disclosure of confidential information, protection of intellectual property, and any other provisions that are meant to survive termination of this Agreement, that are contained in this Agreement or the Confidentiality and Intellectual Property Agreement, will survive the termination of your employment.

8 Remuneration

- 8.1 Micron may, at its discretion, change the pay components that comprise your Fixed Salary, provided that it may not reduce the amount of your Fixed Salary and the Basic Salary will not in any circumstance comprise less than 50% of your Fixed Salary.
- 8.2 Micron may recover from your Fixed Salary any overpayments made to you in respect of any payment made to you by Micron.

9 Compliance

The exercise of or compliance with any discretion, right or obligation under this Agreement is subject to compliance with all applicable laws.

10 Data Protection

You consent to Micron holding and processing data relating to you for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data" (as defined in the Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011) relating to you. You agree to Micron making such information available to third parties on a need to know basis. You also consent to the transfer of such information to Micron's business contacts within or outside India in order to further Micron's business interests.

11 Employee Surveillance

You agree and understand that Micron may use various modes to ensure that the internet communication systems provided to you are used in an appropriate manner. These may include scanning, reading, inspection, scrutiny of emails sent and received and websites visited or created by you. You acknowledge that you do not have any expectation of privacy when using Micron's resources. For the avoidance of doubt, and for the limited purpose of safeguarding Micron's confidential and proprietary information, Micron will have the right to monitor any personal or official e-mail or social media forum that maybe accessible to you from Micron's resources, including but not limited to Gmail, Facebook, Twitter, Instagram, etc. Micron also reserves the right to monitor its employees using various security measures including but not limited to closed circuit television systems. These maybe installed on Micron's premises overtly or covertly to ensure that the employees do not participate or propagate any activities which are or could be prejudicial to Micron's business interests, or which could bring it into disrepute.

12 Warranty

You warrant that:

- (a) you have not entered into, and will not enter into, any agreement in conflict with this Agreement or your employment with Micron;
- (b) you having provided Micron with information that is true and complete in all respects;
- (c) your employment with Micron will not violate any agreement with, or rights of, any third party;
- (d) you have not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime or other similar legal action and there is no lawsuit, arbitration, administrative or other proceeding, disciplinary action, governmental or any other investigation

pending or, to the best of your knowledge, threatened against you;

- (e) you have not been the subject of any adverse court judgment which threatens your solvency or substantially compromises your financial security.
- (f) except as expressly authorized by Micron in writing, you will not use or disclose your own or any third party's confidential information or intellectual property when acting within the scope of your employment or otherwise on behalf of Micron; and
- (g) you have not retained anything containing any confidential information of a prior employer or other third party, whether or not created by you.

13 Severability

Part or all of any clause of this Agreement that is illegal or unenforceable will be severed from this Agreement and the remaining provisions of this Agreement continue in force.

14 Waiver

The failure of either party at any time to insist on performance of any provision of this Agreement or to fail to exercise a right under this Agreement is not a waiver of its right at any later time to insist on performance of that or any other provision of, or exercise that or any other right under, this Agreement.

15 Additional Remedies

Notwithstanding anything contained in this Agreement, in addition to any remedy available to Micron, whether provided herein or conferred by statute, civil law, common law, custom, trade, or usage, Micron will be entitled to obtain an injunction against you from a civil court of competent jurisdiction.

16 Successors and Assigns

Micron will have the right to assign this Agreement and all covenants and agreements herein will inure to the benefit of and be enforceable by such successors and assigns. This Agreement is personal to you and cannot be assigned by you.

17 Entire Agreement

This Agreement and the Confidentiality and Intellectual Property Agreement:

- (a) constitute the entire agreement between the parties as to their subject matter; and
- (b) in relation to that subject matter, supersede any prior understanding or agreement between the parties and any prior condition, warranty, indemnity or representation imposed, given or made by a party.

18 Headings

Headings are for ease of reference only and do not affect the meaning of this Agreement.

19 Alteration and Exercise of Rights

This Agreement may only be altered in writing signed by each party. Micron reserves the right, in the event of there being any variance in any terms and conditions of employment or in such policies and direction that may be circulated and communicated to you, to construe such variance in the manner that best reconciles such difference having regard to the objectives and purpose of your employment under this Agreement. Micron's construction and reconciliation of such variance will be final. The exercise of any right or discretion by Micron under this Agreement or in connection with your employment is in its absolute discretion and is not subject to any implied restrictions (including any implied term of mutual trust and confidence).

20 Governing Law

This Agreement is governed by the law applicable in India and the parties irrevocably and unconditionally submit to the exclusive jurisdiction of the courts of Bangalore, India.

21 Definitions

21.1 **Agreement** means these Standard Terms and the accompanying offer letter.

21.2 **engage in** means to participate, assist or otherwise be directly or indirectly involved as a member, shareholder (other than a shareholding of less than five percent (5%) in a company listed on any recognised stock exchange), unitholder, director, consultant, adviser, contractor, principal, agent manager, employee, beneficiary, partner, associate, trustee or financier.

21.3 **Related Companies** means Micron's parent and subsidiary companies and corporations, and their respective subsidiary and parent companies and corporations that may be formed from time to time.

Unless the context otherwise requires, terms defined in the accompanying letter have the same meaning in these Standard Terms and vice versa.

Name

Signed and Dated (mm/dd/yyyy)

24-Mar-2022

Intended Offer of Employment

Dear Aavula,

Welcome to the Neudesic family!

Congratulations! It's our pleasure to offer you the position of **Consultant I** at Neudesic.

Further to our discussion, please find below the intended compensation details. Please feel free to get in touch for any clarifications.

We look forward to your acceptance and confirmation on the date of joining, post which a detailed version of offer letter shall be released.

Work Location	Hyderabad
Tentative Date of Joining	23 rd May 2022



Indicative Compensation Structure	
Compensation Component	CTC Details (₹)
Base Compensation	
Basic	266142
HRA	106457
Special Allowance	239741
Monetary Benefits	
Food Allowance (optional for tax exemption)	26400
LTA	26614
Fixed Annual Compensation	665354
Retirement Benefits	
Employer PF Contribution	21600
Gratuity	13046
CTC per annum	700000
Other Benefits	
<p>Apart from the above compensation, company provides following benefits of up to ₹22,18,000 at no additional cost.</p> <ul style="list-style-type: none"> • You can avail an Internet reimbursement of up to ₹18,000 per year. • You are eligible for a company provided self-medical insurance coverage of ₹2,00,000 at no additional cost. • You are also eligible for a company provided Group Personal Accident insurance coverage of ₹20,00,000 at no additional cost. • You can choose to upgrade to a medical insurance coverage of ₹10,00,000 for your family at an additional cost. 	

With Best Regards,

Neudesic Recruitment Team



OFFER LETTER

NAME: PRAVALIKA CHITLOJU			
POST: ENGINEER (TRAINEE)		Emoluments in Rupees	
S.NO	SALARY HEAD	PER MONTH	PER ANNUM
I	Stipend	22,000.00	
II	Gross Salary	22,000.00	264,000.00
1	*LTC		8,446.50
2	Mediclaim		25,857.00
3	**Medical Reimbursement		8,109.00
4	***SSS/EDLI		1,900.00
5	PF 12% COMPANY CONTRIBUTION		21,600.00
6	****Group Gratuity		9,746.00
	COST TO COMPANY PER ANNUM		339,659.00
	COST TO COMPANY PER MONTH	28,305.00	

NOTE :

*From the date of service confirmation you are eligible for Leave Travel Concession(LTC), which is paid on proportionate basis from your confirmation date(not eligible during probation period)

**After completion of training period you are eligible to get Medical Reimbursement.

**SSS-Sampurna Suraksha Scheme- You will be covered with sum assured amount of Rs. 10,00,000 by the company from the date of joining, in case of any unforeseen eventuality, amount will be paid to your nominee

**** After completion of 5 years of service you will get eligibility for Group Gratuity

for MEDHA SERVO DRIVES PVT. LTD.,

**VIRESH KUMAR
DY. GENERAL MANAGER – HR**



March 31,2020

Shivani Sama
9-4-89, BHAGAVANTHARAO NAGAR,
Vemulawada, Karimnagar, Telangana
Karimnagar-505302
7901000538
samashivani02@gmail.com

Dear Shivani Sama

We are pleased to offer you employment with Micron Technology Operations India LLP (**Micron**) on the terms set out in this offer letter and the accompanying Standard Terms and Conditions of Employment (**Standard Terms**) and Confidentiality and Intellectual Property Agreement.

1. Commencement

Subject to the conditions set out in **section 9** of this offer letter, your employment with Micron will commence on **July 26,2021**.

2. Position

Micron will employ you on a full-time basis in the position of **Associate Engineer - IT Software**, or such other position determined by Micron from time to time.

You will be based at the current Micron premises within a Special Economic Zone (SEZ) in Hyderabad, specifically at The Skyview 20, 2nd, 4th, 5th, 6th and 7th Floor, Sy. No. 83/1, Plot Nos. 22, 23, 24, 30/A, 31, 32 and 33, Raidurg (Panmaqtha) Village, Serilingampally Mandal, Ranga Reddy District, Hyderabad 500081, Telangana, India but you agree to work at other locations if required to do so by Micron from time to time.

You will report to the **SR. STAFF BUSINESS ANALYST - IT HR** and will work under the direction of the person in that position, or such other position determined by Micron.

Micron may change these requirements from time to time at its discretion.

Please note that you have no authority to bind Micron in contract, except to the extent you are expressly authorised in writing to do so.

3. Term

Your employment is intended to be for an indefinite term, subject to:

- (a) Your successful completion of a probationary period of six months (see **clause 2** of the Standard Terms), which period may be extended by Micron in its sole discretion for up to a further six months (such extended period(s) forms part of your probationary period);
- (b) The conditions, and rights of termination, set out in Annexure B of this letter (and Annexure B is deemed to be part of this letter);
- (c) If relevant, maintenance of the required visas and permits from the relevant government authorities to enable you to live and work with Micron in India; and
- (d) Termination in accordance with **clause 6** of the Standard Terms and the requirements of applicable law.

The required period of notice for **clauses 6.1** and **6.1(b)** of the Standard Terms (which deal with the notice of termination to be given by the parties) is two months, or the period required by any applicable statute, whichever is greater.

Your employment with Micron will terminate automatically once you reach the mandatory retirement age of 60.

4. Hours

You must work full time during Micron's business hours as determined by Micron from time to time. However, you will need to be flexible about when you work and you will be required to work such additional hours as are necessary to perform your duties and responsibilities. You will not receive any additional payment for such work, because the possibility of such requirement is already reflected in your salary.

5. Remuneration

Fixed Salary

Micron will pay you a fixed salary (**Fixed Salary**) at the rate of **INR 594000** per year. Your Fixed Salary will accrue pro-rata each day and will be paid monthly. Micron may, at its discretion, divide your Fixed Salary into separate pay components. At the time of this offer, your Fixed Salary is divided into the following pay components:

- (a) basic salary (**Basic Salary**) at a rate equal to **INR 297000** per year; and
- (b) allowances equal to, annually:
 - (i) House rent allowance **INR 118800**
 - (ii) Special allowance **INR 178200**

Your Fixed Salary includes payment for all hours you work (whether part of ordinary working hours or not) and public holidays (whether you work on those days or not), to the extent permissible by law.

Micron may review the amount of your Fixed Salary from time to time in accordance with Micron policy/practice.

Discretionary Allowances

Micron will pay you the following discretionary allowances:

- (a) Medical expense allowance **INR15,000 per year**
(payable monthly on a pro-rata basis)
- (b) Leave travel allowance* **INR41,000 per year**
(*The amount of the allowance will be pro-rated if not employed for the full tax year. Micron will pay you an amount equal to a pro-rata amount of the allowance monthly. In order for the payments to qualify as a leave travel allowance to avail tax exemptions under Indian law, you must submit, subject to and in accordance with Micron policy, eligible expenses for reimbursement against the amounts paid. Any amounts paid in excess of the amount of eligible expenses validly reimbursable to you as a leave travel allowance will be regarded as a cash bonus and will be subject to tax.)

These allowances are discretionary and are not guaranteed. Micron may rescind, change or replace these allowances, including their amount and the basis upon which they are paid, at any time at its sole discretion.

Discretionary Incentive Pay

You will be entitled to participate in Micron's discretionary incentive pay plan as applicable to your position from time to time. The payment and amount of any incentive pay is subject to the rules of the plan at the time and payment is not guaranteed. Without limiting the above, Micron may rescind, change or replace the terms of the plan, your entitlements under them and the payments to be paid in respect of them at any time at its sole discretion.

For information purposes, your current full-year discretionary incentive pay target is **10%** of your Fixed Salary.

Employee Provident Fund

Micron's present practice is to contribute to the provident fund at the rate of 12% of your Basic Salary. You are required to make an equal contribution. Please note that Micron reserves the right to increase or decrease the amount of contributions payable within statutorily permissible limits, without the need to compensate you for any downward adjustments. Similarly, upward adjustments may also be made without increasing your overall remuneration. In no case will the contributions be less than that required by law. Micron's exercise of these rights will be in its sole discretion. Contributions will be paid in accordance with the rules of the applicable plan and Micron policy.

A summary of your current target compensation is set out in Annexure A, for information purposes only.

You will be solely liable for your personal tax liabilities and Micron makes no assurances that your remuneration has been structured in the most tax efficient manner or that the tax treatment applicable to certain emoluments, allowances or benefits will continue for all of your employment. Without limiting Micron's discretion to revise the components of your Fixed Pay, the components of your remuneration may need to be revised from time to time in keeping with regulatory developments or otherwise, and Micron will not be liable for any additional tax liability which you may face due to such revisions.

6. Leave

You will be entitled to leave (including vacation leave and sick leave) subject to and in accordance with applicable law and Micron policy from time to time.

7. Discretionary Benefits

Micron may, at its discretion, from time to time provide you with other benefits. Micron may cease providing these benefits or change the basis on which it provides them at its discretion and you do not have an entitlement to continue to receive these benefits or to receive any other payment or benefit in lieu.

Unless you are advised otherwise in writing, any benefit or compensation apart from your Fixed Salary will be a discretionary benefit to which this clause applies.

Micron's current discretionary benefits include:

Insurance

Micron will make available to you and your eligible family members coverage under group insurance plans. Eligibility for coverage and the terms of coverage will be subject to the rules of the relevant policy/policies and any other requirements of the insurer as amended from time to time.'

8. Additional Contractual Terms

The accompanying Standard Terms are incorporated into this offer letter and they, and the accompanying Confidentiality and Intellectual Property Agreement, form part of the terms of your employment.

You acknowledge also that Micron insists you not violate any confidentiality or other obligations that you owe to your prior employers and/or any third parties, and that you avoid creating any potential implication or appearance of wrongdoing. You must not take, use, or disclose any proprietary, confidential, or trade secret information (including hardcopy or electronic files, information, documents, or other materials) from any prior employer and/or any third party in connection with your employment at Micron.

Micron also insists that you do not retain any potentially confidential, proprietary, or trade secret materials from any prior employer and/or any third party. To the extent you have not done so already, please take this opportunity to search your personal email, cloud, and devices to ensure that you do not download, take, or retain – even inadvertently – any nonpublic business files or documents from any prior employer and/or any third party. If you locate any such files or documents, please return and/or delete them (as provided by your contracts with prior employers and/or any third parties) as soon as possible, so that you do not possess any such files or documents on the day you begin work for Micron.

Based on the foregoing, you represent that your employment with Micron will not breach any agreement to protect confidential information, knowledge, or data acquired by you in confidence or in trust prior to becoming an employee of Micron, and you will not use, access, or disclose to Micron, or induce Micron to use or disclose, any such confidential information or material belonging to any prior employer and/or any third party. Further, you agree that in the event you believe at any time that your work with Micron would make it difficult for you to not disclose to Micron any confidential information or materials belonging to any prior employer and/or any third party, you will immediately inform Micron via email at new_hire_cert@micron.com and to your supervisor at Micron.

9. Conditions on this Offer

This offer of employment and your commencement of employment with Micron is conditional upon:

- (a) if necessary, you obtaining the required employment and/or visa approvals from the relevant government authorities to enable you to work with Micron in India;
- (b) your completion of all required applicant procedures, including but not limited to application materials and transcripts;
- (c) if required by Micron, certification by Micron’s appointed medical practitioner that you have passed with satisfactory results a pre-employment medical check-up conducted by such medical practitioner, which will include a chest x-ray if deemed necessary, and are fit for employment; and
- (d) satisfactory completion of reference and/or background checks that may include verification of your educational, employment or salary history. Should you fail to produce to Micron the required documentation or if any information furnished by you proves to be false, misleading or inaccurate, any offer of employment by Micron may be withdrawn and, if already accepted, Micron may (notwithstanding any other clause in the Standard Terms) terminate your employment immediately without notice or any payment in lieu of notice.

Please note that all Micron sites must observe U.S. export control rules that control information that may be provided to persons from *Cuba, Iran, North Korea, Sudan, and Syria*. Micron understands that you are NOT a citizen of any of these countries (even at a secondary level, such as “dual” citizenship with a new country). *If you are a citizen of, or hold dual citizenship with any of these countries, you must inform HR immediately, to permit us to request an export control license for you if necessary.*

This offer is valid for seven (7) working days from the date stated above. To accept Micron’s offer, please sign this offer letter, the attached Standard Terms and the Confidentiality and Intellectual Property Agreement and return them to Human Resources within this time-frame. If these documents are not signed and returned by you within this time-frame, this offer of employment will lapse automatically.

Yours sincerely


 Sharmila Khan
 Director, HRBP (India)

To: Micron Technology Operations India LLP

I, **Shivani Sama**, have read this offer letter, and the accompanying Standard Terms and Confidentiality and Intellectual Property Agreement, and agree to accept this offer of employment.



03-31-2021

Signature

Date (mm/dd/yyyy)

**ANNEXURE A - CURRENT ANNUAL TARGET COMPENSATION AND BENEFITS OUTLINE
(FOR INFORMATION PURPOSES)**

Compensation

Fixed Salary

• Basic Salary	INR 297000
• House Rent Allowance	INR 118800
• Special Allowance	INR 178200
Total	INR 594000

Employer Provident Fund Contributions **INR 35640**

Discretionary Allowances

• Medical Expense Allowance	INR 15000
• Leave Travel Allowance	INR 41000

Discretionary Incentive Target **INR 59400**

TOTAL **INR 745040**

*Hyderabad Benefits**

Public Holidays	10 days per calendar year
Vacation Leave	15 days per calendar year, pro-rata in the first calendar year of service (pro-rated at a rate of 1.25 days per month)
Sick Leave	12 days per calendar year
Casual Leave	12 days per calendar year, pro-rata in the first calendar year of service (pro-rated at a rate of 1 day per month)
Death-in-Family	3 days per occurrence, in the event of a death of an immediate family member
Maternity Leave (female team members)	26 weeks if fewer than 2 surviving children; 12 weeks if two or more surviving children
Paternity Leave (male team members)	5 days for the birth of each child
Marriage Leave	5 days per occurrence
Insurance	Medical Insurance (employee & eligible dependents), and Life and Personal Accident Insurance (employee only)

**All benefits other than those statutorily required are discretionary and are provided subject to the terms and conditions of Micron policy from time to time.*

ANNEXURE B

Master's Degree – Engineer

1. The fact that you are obtaining a Master's Degree has been taken into consideration in determining your position in Micron and the Basic Salary offered to you, and has been a material factor in Micron's decision to offer employment to you.
2. You must submit to the HR Department of Micron by August 31, 2021, an original copy of the notification of examination results stating that you have passed the final examination, or the proof of submission of thesis, each as issued by the Registrar of your university for the Degree of Master of [insert discipline].
3. You must also submit by August 31, 2021 an original copy of the official transcript of academic record for your Degree and the Degree scroll upon conferment to the HR Department of Micron.
4. If you do not obtain your Degree at the required level within the required time and/or are required to repeat any part of your course, Micron reserves the right to terminate your employment in accordance with **clauses 2.4** and **6** of the Standard Terms.
5. You will keep Micron duly informed of any delay in the completion of the above Master's Degree program. Any delay may result in the termination of your employment as provided for in paragraph 4 above.

STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

These Standard Terms together with the accompanying offer letter and Confidentiality and Intellectual Property Agreement set out the terms and conditions on which Micron offers you employment.

1 Your Duties

1.1 You must:

- (a) perform to the best of your abilities and knowledge the duties assigned to you by Micron from time to time, whether during or outside its business hours, at such places as Micron requires and for Micron or any of its Related Companies as required by Micron;
- (b) serve Micron faithfully and diligently to the best of your ability and comply with all lawful directions of Micron from time to time and use all reasonable efforts to promote the interests of Micron and act in Micron's best interests;
- (c) devote your time and attention during Micron's business hours exclusively to the discharge of your duties except as may be permitted in writing by Micron;
- (d) comply with all laws applicable to your position and the duties assigned to you and comply with all of Micron's rules, regulations, policies and procedures which Micron may vary and/or adopt from time to time. Micron may adopt, vary or rescind these rules, regulations, policies and procedures from time to time in its absolute discretion and without any limitation (implied or otherwise) on its ability to do so; and
- (e) report to the person or persons nominated by Micron from time to time.

1.2 Without limiting your duties to Micron, during your employment you must not:

- (a) act in conflict with Micron's best interests; or
- (b) engage in any business or activity, whether in competition with Micron or not without the prior written approval of Micron.

1.3 Micron may require you to provide evidence confirming to the satisfaction of Micron that you are not in breach of **clause 1.2(b)**.

1.4 You acknowledge that the restrictions specified in **clause 1.2** are, in the circumstances, reasonable and necessary to protect Micron's legitimate interests.

1.5 You agree that, without the need to terminate the employment relationship, Micron may: modify or remove your assigned duties; or

transfer you to another position, department or place of work, without additional compensation to you, in accordance with Micron's needs. Any such change will not be deemed to violate the terms of this Agreement or constitute any basis for constructive or involuntary termination of employment.

2 Probationary Employment

2.1 This **clause 2** applies only if the accompanying offer letter states that your employment is subject to a probationary period.

2.2 During this probationary period, you will have an opportunity to ascertain whether you are satisfied with the job and you must satisfy Micron that you have the qualities necessary for, and are capable of performing, those duties assigned to you at the level required by Micron.

2.3 Your employment will be assessed by Micron during the probationary period. If your employment (conduct, performance, etc.) has been satisfactory to Micron and to you, your employment will be confirmed and will continue in accordance with the terms of this Agreement. If this is not the case your employment will either be extended on probation or cease at the end of the probationary period unless it is terminated earlier in accordance with **clause 2.4** below.

2.4 During the probationary period, you or Micron may terminate your employment by giving 15 days' notice or by Micron paying you a sum equal to your Fixed Salary for 15 days in lieu of notice. If the probationary period is extended beyond six months, then the relevant notice period (and payment in lieu) will be one month.

3 Travel

You must make such journeys on the business of Micron and its Related Companies as may be reasonably required by Micron, using such transport as Micron determines.

4 Expenses

Micron will reimburse you for all work-related expenses:

- (a) properly incurred by you in execution of your responsibilities and duties (including, without limitation, travel, accommodation, entertainment and telephone expenses);
- (b) substantiated to the reasonable satisfaction of Micron, whether by production of receipts or otherwise;
- (c) which are approved by an authorized Micron representative; and
- (d) are otherwise incurred and claimed in accordance with applicable Micron policy.

5 Leave

- 5.1 You are required to notify Micron immediately of every absence from work and its probable duration. Upon request by Micron, you must promptly provide Micron with reasons for the absence.
- 5.2 Micron may require you to be examined by a medical practitioner nominated by Micron, who will provide a report to Micron, the disclosure of which you hereby consent to, in respect of any illness or injury for which you take paid or unpaid sick leave.

6 Termination

- 6.1 Your employment may be terminated at any time:
 - (a) by you giving to Micron the required period of notice in writing as set out in the accompanying offer letter (Micron will have the sole discretion to allow you to pay Fixed Salary in lieu of your notice period or waive the same); or
 - (b) by Micron giving to you the required period of notice set out in the accompanying offer letter or by paying you an amount equal to your Fixed Salary in lieu of notice for that period or in part by giving you notice and in part by making a payment to you in lieu of notice.
- 6.2 Micron may terminate your employment for reasons of unsatisfactory performance, redundancy, financial difficulties or business restructuring, loss of faith or confidence, etc., or for no reason at all.

- 6.3 During the periods of notice provided for in **clauses 6.1**, Micron may, at its discretion, require you to:
 - (a) not attend for work or contact any customers or clients; and/or
 - (b) perform duties which are different to those which you were required to perform during the rest of your employment with Micron, provided only that you have the necessary skills and competencies to perform the duties.

- 6.4 Your employment may be terminated by Micron at any time with immediate effect, without notice or any payment in lieu thereof:
 - (a) if you are guilty of misconduct, including, without limitation:
 - (i) wilfully, or deliberately, behaving in a way that is inconsistent with the continuation of the contract of employment;
 - (ii) commission of any act or omission that causes imminent, or serious, risk to:

- (A) the health or safety of a person; or
 - (B) the reputation, viability or profitability of Micron's business;
 - (iii) in the course of your employment, engaging in theft, fraud misappropriation of property or assault;
 - (iv) intoxication at work; or
 - (v) refusing to carry out a lawful and reasonable instruction;
 - (vi) repeated failure to comply with lawful directions of Micron and its officers;
 - (vii) habitual unauthorised absence or unauthorised absence for a period exceeding 3 days.
 - (b) if you engage in conduct that could bring you or Micron into disrepute, including but not limited to acceptance or offering of illegal gratification;
 - (c) if you materially or habitually neglect your duties;
 - (d) if you breach any material provision of this Agreement or your Confidentiality and Intellectual Property Agreement; or
 - (e) on any other ground for which Micron would be entitled to terminate your employment without notice at law.
- 6.5 Your employment with Micron will terminate automatically once you reach the mandatory retirement age of 60.
 - 6.6 Micron is a member of the Responsible Business Alliance (**RBA**) and complies with the RBA Code of Conduct (**Code**). If, at the time you give notice of termination, the Code requires a cap on the amount which may be due from you in the event Micron agrees to allow you to pay Fixed Salary in lieu of your notice period, then Micron will apply the cap that applies at the time. The current cap under the Code is 60% of your monthly Fixed Salary.
 - 6.7 Any resignation submitted by you in accordance with the terms set under **section 3** of the accompanying offer letter and **clauses 2.4 and 6.1** of these Standard Terms Agreement must be accepted by Micron to become effective. Once accepted, your resignation cannot be withdrawn by you without the express consent of Micron.
 - 6.8 If you are unable by reason of continued ill-health, sickness, accident, disability or injury for a period of 6 months or more to perform your roles and duties hereunder, Micron may at its discretion terminate your employment.

6.9 Micron may suspend you with pay while investigating any matter which Micron believes could lead to Micron exercising its rights under **clause 6.4** or taking any other disciplinary action.

6.10 On termination of your employment, you must immediately hand over responsibilities to a person nominated for that purpose by Micron. You must also deliver to such person all papers, documents and other property of Micron and its Related Companies that may be in your possession, control or power (including but not limited to any phones, computers, vehicles, etc. provided by Micron).

6.11 Termination under **clause 6** does not affect any accrued rights or remedies of Micron in respect of any breach or default by you.

6.12 The rights of termination under **clause 6** apply according to their terms and are not limited by any other term of this Agreement (including implied terms).

6.13 You agree and accept that any statutory or other "last in first out" rule or any modifications thereof will not apply in the event of termination of your employment for any reason whatsoever.

7 What Happens After the Termination of Employment

7.1 If your employment is terminated for any reason Micron may set off any amounts you owe Micron (including deductions for the cost of repair or replacement of property issued to you) against any amounts Micron owes you at the date of termination except for amounts Micron is not entitled by law to set off.

7.2 Your obligations regarding non-disclosure of confidential information, protection of intellectual property, and any other provisions that are meant to survive termination of this Agreement, that are contained in this Agreement or the Confidentiality and Intellectual Property Agreement, will survive the termination of your employment.

8 Remuneration

8.1 Micron may, at its discretion, change the pay components that comprise your Fixed Salary, provided that it may not reduce the amount of your Fixed Salary and the Basic Salary will not in any circumstance comprise less than 50% of your Fixed Salary.

8.2 Micron may recover from your Fixed Salary any overpayments made to you in respect of any payment made to you by Micron.

9 Compliance

The exercise of or compliance with any discretion, right or obligation under this Agreement is subject to compliance with all applicable laws.

10 Data Protection

You consent to Micron holding and processing data relating to you for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data" (as defined in the Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011) relating to you. You agree to Micron making such information available to third parties on a need to know basis. You also consent to the transfer of such information to Micron's business contacts within or outside India in order to further Micron's business interests.

11 Employee Surveillance

You agree and understand that Micron may use various modes to ensure that the internet communication systems provided to you are used in an appropriate manner. These may include scanning, reading, inspection, scrutiny of emails sent and received and websites visited or created by you. You acknowledge that you do not have any expectation of privacy when using Micron's resources. For the avoidance of doubt, and for the limited purpose of safeguarding Micron's confidential and proprietary information, Micron will have the right to monitor any personal or official e-mail or social media forum that maybe accessible to you from Micron's resources, including but not limited to Gmail, Facebook, Twitter, Instagram, etc. Micron also reserves the right to monitor its employees using various security measures including but not limited to closed circuit television systems. These maybe installed on Micron's premises overtly or covertly to ensure that the employees do not participate or propagate any activities which are or could be prejudicial to Micron's business interests, or which could bring it into disrepute.

12 Warranty

You warrant that:

- (a) you have not entered into, and will not enter into, any agreement in conflict with this Agreement or your employment with Micron;
- (b) you having provided Micron with information that is true and complete in all respects;
- (c) your employment with Micron will not violate any agreement with, or rights of, any third party;
- (d) you have not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime or other similar legal action and there is no lawsuit, arbitration, administrative or other proceeding, disciplinary action, governmental or any other investigation

pending or, to the best of your knowledge, threatened against you;

- (e) you have not been the subject of any adverse court judgment which threatens your solvency or substantially compromises your financial security.
- (f) except as expressly authorized by Micron in writing, you will not use or disclose your own or any third party's confidential information or intellectual property when acting within the scope of your employment or otherwise on behalf of Micron; and
- (g) you have not retained anything containing any confidential information of a prior employer or other third party, whether or not created by you.

13 Severability

Part or all of any clause of this Agreement that is illegal or unenforceable will be severed from this Agreement and the remaining provisions of this Agreement continue in force.

14 Waiver

The failure of either party at any time to insist on performance of any provision of this Agreement or to fail to exercise a right under this Agreement is not a waiver of its right at any later time to insist on performance of that or any other provision of, or exercise that or any other right under, this Agreement.

15 Additional Remedies

Notwithstanding anything contained in this Agreement, in addition to any remedy available to Micron, whether provided herein or conferred by statute, civil law, common law, custom, trade, or usage, Micron will be entitled to obtain an injunction against you from a civil court of competent jurisdiction.

16 Successors and Assigns

Micron will have the right to assign this Agreement and all covenants and agreements herein will inure to the benefit of and be enforceable by such successors and assigns. This Agreement is personal to you and cannot be assigned by you.

17 Entire Agreement

This Agreement and the Confidentiality and Intellectual Property Agreement:

- (a) constitute the entire agreement between the parties as to their subject matter; and
- (b) in relation to that subject matter, supersede any prior understanding or agreement between the parties and any prior condition, warranty, indemnity or

representation imposed, given or made by a party.

18 Headings

Headings are for ease of reference only and do not affect the meaning of this Agreement.

19 Alteration and Exercise of Rights

This Agreement may only be altered in writing signed by each party. Micron reserves the right, in the event of there being any variance in any terms and conditions of employment or in such policies and direction that may be circulated and communicated to you, to construe such variance in the manner that best reconciles such difference having regard to the objectives and purpose of your employment under this Agreement. Micron's construction and reconciliation of such variance will be final. The exercise of any right or discretion by Micron under this Agreement or in connection with your employment is in its absolute discretion and is not subject to any implied restrictions (including any implied term of mutual trust and confidence).

20 Governing Law

This Agreement is governed by the law applicable in India and the parties irrevocably and unconditionally submit to the exclusive jurisdiction of the courts of Bangalore, India.

21 Definitions

21.1 **Agreement** means these Standard Terms and the accompanying offer letter.

21.2 **engage in** means to participate, assist or otherwise be directly or indirectly involved as a member, shareholder (other than a shareholding of less than five percent (5%) in a company listed on any recognised stock exchange), unitholder, director, consultant, adviser, contractor, principal, agent manager, employee, beneficiary, partner, associate, trustee or financier.

21.3 **Related Companies** means Micron's parent and subsidiary companies and corporations, and their respective subsidiary and parent companies and corporations that may be formed from time to time.

Unless the context otherwise requires, terms defined in the accompanying letter have the same meaning in these Standard Terms and vice versa.

Sama Shivani

Name

S. Shivani
03/31/2021

Signed and Dated (mm/dd/yyyy)



23-Mar-2021

Dear Shravani Jalli,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Institute of Tech,Hyderabad

Candidate ID – 15088073

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.450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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.

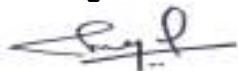
3.3 GenC Training Post joining:

- 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 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: Shravani Jalli **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.



Date: October 15, 2020

Ref: LTI/HR/Campus/2021

Name: Sowmika Anjuru

College: Chaitanya Bharathi Institute of Technology

OFFER OF EMPLOYMENT

Dear Sowmika Anjuru,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.5,01,974/-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. **Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. **Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. **Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltinfoltech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

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

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

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

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

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Sr. Manager - Campus
Recruitment

I have read the letter and accept the same.

Signature and Date

ANNEXURE-1

Name : Sowmika Anjuru		Date : October 15, 2020
Salary Grade : GET(II)-New		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	425,602	35,466
Annual Incentive	40,000	
B. Total Variable (PA)	40,000	
C. Total Target Cash (A+B)	465,602	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaim Premium	6,108	
D. Retirals & Other Benefits	36,372	
Cost to Company (CTC) C+D	501,974	

Medical Insurance Premium:

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

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

Notes:

1. Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

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

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

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

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

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

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

ANNEXURE-2

Eligibility Criteria for Engineering - Year 2021 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2021)	Less than 24 years
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA NOTE: <ul style="list-style-type: none"> • SSC /HSC should have cleared in <u>FIRST ATTEMPT</u> only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, <u>final semester</u> should have cleared in <u>FIRST ATTEMPT</u> only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation,Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above <u>OR</u> Equivalent CGPA
	<ul style="list-style-type: none"> • For the interview process, an aggregate of 60% & above <u>till the results of the last conducted examination</u> will be considered • Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester results
	<ul style="list-style-type: none"> • Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	<ul style="list-style-type: none"> • Conversion from CGPA into Percentage must be calculated as per your respective University norms
	<ul style="list-style-type: none"> • Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	<ul style="list-style-type: none"> • Not more than 2 active/live backlogs allowed during the interview process • All backlogs (if any) must be cleared <u>with the final semester exams</u> • All final semester subjects <u>must be attempted and cleared in the First Attempt</u> (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course)
	<ul style="list-style-type: none"> • Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2021 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
3. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.
4. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.
5. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months from the date of my interview process.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Candidate Signature: _____

Name: _____

Institute Name : _____

Mobile No : _____

Date of interview process: _____

Date: October 15, 2020
Ref: LTI/HR/Campus/2021
Name: k.sreeja
College: Chaitanya Bharathi Institute of Technology

OFFER OF EMPLOYMENT

383

Dear k.sreeja,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as Graduate Engineer Trainee.

During the initial training period of 12 months, your CTC including all benefits will be Rs.5,01,974/- as per the details mentioned in 'Annexure-1'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in 'Annexure-2'.

The date of commencement of training and venue for reporting will be intimated to you in advance. During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. Increments and Promotions

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. Overseas Deputation/International Assignment

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense. Based on the business requirements and your performance, you may be given an international Assignment subjected to the guidelines defined by the Company.

3. Documents

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

160117735140
2021 - panded out
sreejakumar@gmail.com
9121007686
ECG.

2020-21

ANNEXURE-1

Name : K.sreeja		Date : October 15, 2020	
Salary Grade : GET(II)-New			
Components	Rs. p.a.	Rs. p.m.	
Basic		15,000	
Bonquet of Benefits		20,467	
A. Base Salary (PA)	425,602	35,466	
Annual Incentive	40,000		
B. Total Variable (PA)	40,000		
C. Total Target Cash (A+B)	465,602		
Provident Fund (PF)	21,600	1,800	
Gratuity	8,664	722	
Medicalm Premium	6,108		
D. Retirals & Other Benefits	36,372		
Cost to Company (CTC) C+D	501,974		



27-Apr-2021

Dear Srisai Merugu,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Inst of Technology,Hyderabad

Candidate ID – 15088076

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.450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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 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: Srisai Merugu **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.

Date: October 15, 2020

Ref: LTI/HR/Campus/2021

Name: Dhulipala Teena Chowdary

College: Chaitanya Bharathi Institute of Technology

OFFER OF EMPLOYMENT

Dear Dhulipala Teena Chowdary,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.5,01,974/-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. Increments and Promotions

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. Overseas Deputation/International Assignment

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. Documents

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltiinfotech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

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

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

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

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

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Sr. Manager - Campus
Recruitment

I have read the letter and accept the same.


Signature and Date

ANNEXURE-1

Name : Dhulipala Teena Chowdary		
Salary Grade : GET(II)-New		
Date : October 15, 2020		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	425,602	35,466
Annual Incentive	40,000	
B. Total Variable (PA)	40,000	
C. Total Target Cash (A+B)	465,602	
Provident Fund (PF)		
Gratuity	21,600	1,800
Mediclaime Premium	8,664	722
D. Retirals & Other Benefits	6,108	
Cost to Company (CTC) C+D	36,372	
	501,974	

Medical Insurance Premium:

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

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

Notes:

1. Basic will be reckoned for PF, Gratuity (if applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution.
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

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

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

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

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

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

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

ANNEXURE-2

Eligibility Criteria for Engineering - Year 2021 Batch	
Qualification	B.E./B.Tech
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2021)	Less than 24 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/after HSC or Diploma No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA NOTE: • SSC /HSC should have cleared in FIRST ATTEMPT only • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, final semester should have cleared in FIRST ATTEMPT only. • For Candidates pursuing HSC and Diploma/both/merits scored in the Diploma course will be taken into consideration.
Graduation, Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above OR Equivalent CGPA. • For the interview process, an aggregate of 60% & above all the results of the last conducted examination will be considered. • Aggregate of 60% & above or equivalent CGPA must be obtained after declaration of final semester results. • Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rules) • Conversion from CGPA into Percentage must be calculated as per your respective University norms. • Provisional/Passing Certificate(s) of all courses must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation, Post Graduation)	• Not more than 2 active/live backlogs allowed during the interview process. • All backlogs (if any) must be cleared with the final semester exams • All final semester subjects must be attempted and cleared in the First Attempt (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course) • Backlogs include Re-attempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University • This also includes Internal, External, Oral/Verbal/Practical Re-attempts/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exam) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All full time courses Only
Year of Passing:	2021 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate in English in the format prescribed by LTI at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Training phase:	The period of training (classroom/practical) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training in the job phase is subjected to separation from the organization

Self Declaration

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that I may be subjected to immediate action by the company at any time during or after the interview/selection/joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
3. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.
4. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.
5. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months from the date of my interview process.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Candidate Signature:

Teena

Name:

Dhulipala Teena Chowdary

Institute Name:

Chaitanya Bharathi Institute of Technology

Mobile No.:

8686354333

Date of Interview process:

19-09-2020



Global Business Services India LLP

Tuesday, June 22, 2021

Venkata Sai Sruthi Chebrolu,
B-25-59c, JanathaPata, Kavali,
Nellore, AndhraPradesh- 524201.

Subject: Offer Letter

Dear Sruthi,

On behalf of MassMutual Global Business Services India LLP, I am pleased to extend our conditional offer of employment, as Analyst, Technology Operations, reporting to Rajesh Vallyaveeti, Director, Technology Delivery, MassMutual India GDC. Your work location will be at the 7th Floor, Block 1, BSR IT SEZ, Sarilingampally Mandal, Narakrampuda Village, Rangareddy District, Hyderabad -500008, Telangana.

Your employment starts on Monday, August 09, 2021. Your Target CTC (Cost to Company) totalling INR 5,00,075 per annum will be comprised of:

- Basic Pay of INR 241,000 earned and payable monthly (monthly rate of INR 20,083)
- Bonus / Ex-Gratia of INR 48,200 earned and payable monthly (monthly rate of INR 4,017)
- Total Allowances, INR 152,288 (monthly INR 12,691) as allowed by law and decided at your discretion unless otherwise noted, including:
 - Housing Rent Allowance
 - Leave Travel Allowance
 - Child Education and/or Hostel Allowances
 - Meal Voucher or Onsite Meals
 - Balance allowance – Total allowance amount minus discretionary amounts you decide above
- Provident Fund (Employer Contribution) of 12% of Basic Pay, INR 28,920 (monthly rate of INR 2,410)
- Gratuity, INR 11,582 (monthly INR 968) accrued for monthly and payable at the time of termination following a minimum of 5 years of active service
- Annual target short-term incentive of INR 18,075 paid annually at the discretion of the Company

Additionally, you will be eligible for insurance benefits including medical, dental, vision and life cover (parental or parent-in-law medical cover option) and Employee Assistance Program. You are eligible for annual paid time-off of 26 days and 10 annual declared holidays.

Please note that the above employment offer is contingent upon you successfully completing the Bachelor of Engineering graduation course without any pending subjects in any of the semesters in your curriculum, at the time of joining MassMutual.

To accept this offer of employment, please print the attached letter and sign it. Please scan a copy of the signed offer letter and email it back by replying to the email or sending it to RTangirala@massmutual.com attaching the signed letter.

If you have any questions about this offer of employment, or if our understanding of your acceptance is not correct, please call me at +1 803 531-9876.

We look forward to welcoming you and are excited about the contributions you will make as we build our company. Best

Best regards,

Ravi Tangirala
Head, GCC-India

Offer Accepted By:

Venkata Sai Sruthi Chebrolu

Date:

23/06/2021



Offer Letter

Jun 15, 2021

Jampani Akhil Teja

H.No :-1-127,Siddapur,
Rudrur,
Nizamabad - 503207

Sub: Offer Letter from Abzooba India Infotech Pvt. Ltd

Dear Jampani,

Congratulations! Thank you for exploring career opportunities with Abzooba India Infotech Pvt. Ltd (Abzooba). You have successfully completed our initial selection process and we are pleased to make you an offer of employment as **Trainee Software Engineer** in **Xpresso.ai**. Your initial Joining Location will be **Pune** which is subject to change on the basis of business needs arises at any point of time at Abzooba.

Your CTC including all benefits will be **INR 5,00,000 per annum**. The break-up is presented in Annexure B.

Your employment will be subject to the Standard Terms and Conditions of employment at Abzooba.

This offer is subject to your clearing of our pre-employment Background Verification process. Kindly confirm your acceptance of this offer by agreeing to your date of joining as **Jun 16, 2021** or earlier and signing Annexure C. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of Abzooba.

On joining and successful completion of joining formalities, you will be issued a Letter of Appointment by Abzooba.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of Abzooba in Annexure A, as applicable to you and the changes therein from time to time.

As part of pre-joining formalities, please submit the following documents:

1. Scanned copy of each of your Aadhaar Card, PAN Card, Passport, and Certificates and Mark sheets in support of your educational qualifications.
2. Scanned copies of all your employment records (except the relieving letter from your current organization).
3. Scanned copy of passport size photograph.

At the time of joining, please submit the following documents:

1. One (1) photocopies each of your Aadhaar Card, PAN Card, Passport, and Certificates and Mark sheets in support of your educational qualifications.
2. One (1) photocopies each of relieving letter from your previous employers (including the current organization) and last drawn payslip (if applicable).
3. Three-passport size color photographs.

We look forward to you joining us. Please do not hesitate to e-mail us for any information you may need at human_resources@abzooba.com



Offer Letter

Annexure A

TERMS OF EMPLOYMENT

Your employment for Abzooba India Infotech Pvt. Ltd. ("Company" or "Abzooba") will be governed by Company's policies, as modified, from time to time and at Company's sole discretion, upon notice to you. The terms and conditions contained herein ("Terms of Employment") must be read as a part of all of the Company's current policies.

These Terms of Employment and the policies shall be subject to modifications, from time to time, upon notice to you.

1. You shall be on probation for a period of one hundred and eighty (180) days from the effective start date of your employment with Abzooba. Abzooba may extend this period of probation for an additional period of ninety (90) days upon notice to you.
2. You acknowledge and agree that Abzooba has offered you employment based on the specific information and records furnished by you or on your behalf. You will provide or arrange to have provided any information and/or grant any consent or permission required by Abzooba and/or its agents from time to time to verify any such information and/or records and/or perform any background and/or in its sole discretion, that there is a discrepancy or inaccuracy in or with respect to any information furnished by you or on your behalf, including any information, documents or certificates provided as a proof of your qualifications and experience, or if you fail to cooperate with Abzooba and/or its agents in conducting such verification and/or background and/or reference checks, Abzooba may, in its sole discretion, elect to terminate or suspend your employment immediately.
3. Unless otherwise communicated to you by Abzooba, the probation period shall expire one hundred and eighty (180) days after your effective start date, unless the probation period is extended for an additional ninety (90) day period, in which case, the probation period shall expire two hundred seventy (270) days after your effective start date.
4. Notwithstanding anything contained herein, during your probation period, Abzooba may terminate your employment upon Sixty (60) days' notice to you, with or without cause, and with or without stating any reasons whatsoever.
5. If you desire to terminate your employment during the probation period, you shall provide Abzooba at least Sixty (60) days prior written notice with reasons for such termination.
6. The roles, responsibilities and duties appropriate to your designation or your employment, will be specified by Abzooba from time to time. Abzooba may at any time, in its sole discretion, upon notice to you, alter or otherwise modify these roles, responsibilities and duties. Further, at any time, you may be required to provide services, directly or indirectly, to Abzooba and its affiliates and their employees, contractors and clients.
7. Irrespective of shifts, and a break for an hour (in the aggregate) you may be required to work on a shift basis. Shifts may be scheduled across twenty-four (24) hours a day, seven (7) days a week and three hundred and sixty-five (365) days a year, subject to applicable laws. Abzooba may, at any time and in its sole discretion, change the shift timings upon notice to you. A working day shall comprise nine (9) hours. If, at any time, Abzooba believes, require you to work beyond nine (9) hours a day, changes may be made upon notice to you.



Offer Letter

8. You may be required to travel, whether in or around India or overseas, in connection with your employment with Abzooba upon short notice to you. While travelling for work, your expenses and costs in connection with such travel and any other expenses incurred by you during the course of your employment will be reimbursed in accordance with the current travel and expense policy of Abzooba. You are expected to keep your passport valid at all times.
9. Your compensation will be reviewed on an annual basis and your salary may be adjusted, depending upon various factors, including your performance during the preceding performance period. Notwithstanding the above, you acknowledge that it is Abzooba's policy to review the compensation payable to its employees for successive years and such compensation may be higher or lower than the compensation received for the previous year depending on various factors, including the overall performance of Abzooba. You are expected to hold your compensation and related benefits structure on high confidentiality, disclosing only to your line Manager, if required.
10. Unless otherwise provided by Abzooba, your salary shall be paid in monthly instalments and in arrears. The total amount issued will be your salary less any statutory, standard, permissible or elected deductions or setoffs applicable to your employment. In addition to your salary, you may receive other benefits, as applicable under Abzooba's benefits or similar policies. Abzooba may, upon notice to you, at any time and in its sole discretion amend, conditions of these benefits and/or policies. The compensation and/or benefits offered to you by Abzooba may be pro-rated depending on your effective start or effective termination date.
11. Abzooba's leave policy shall apply to your employment and may be modified by Abzooba at any time, in its sole discretion, upon notice to you.
12. Your employment shall terminate immediately when you reach the age of sixty (60) years ; upon Abzooba giving you sixty (60) days' notice of termination for any reason, with or without cause; Abzooba may, in its sole discretion, terminate your employment immediately by paying your basic monthly salary in lieu of giving you such notice; and/or Upon Abzooba's notice to you, if you are in breach of any of the terms contained herein or any of the Abzooba's policies and you have failed to cure such breach within sixty (60) days of notice of such breach.
13. We at Abzooba are committed to ensure Integrity in all aspects of its functioning. You are required to comply with Abzooba's policies as they form an integral part of the terms of employment with Abzooba. 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 from time to time. As and when this happens, Abzooba will notify you and you will be required to comply with the same.

Employment At Will

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

Confidentiality

Kolkata: Infinity Benchmark, Floor # 10, Plot G1, Block EP & GP Salt Lake Sector-V Kolkata: 700091 | Tel: +91-33-4005-4760;

Pune: Prabhatee Tech Park, 2nd Floor, Office # 03 Baner, Pune Maharashtra, India | Tel: 020-39935402

www.abzooba.com



Offer Letter

- 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. In pursuance of this policy, you are required to maintain as secret and confidential all Confidential Information (as defined from time to time in the Information Security Policy of the Company) and not use or divulge or disclose any such Confidential Information except as may be required under obligation of law or as may be required by Abzooba and in the course of your employment. This covenant shall endure during your employment and for a period of two (2) years from the cessation of your employment with Abzooba (irrespective of the circumstances of, or the reasons for, the cessation).

Assignment of Intellectual Property

- b. During your tenure with the Company you shall disclose and assign to Abzooba as its exclusive property, all developments developed or conceived by you solely or jointly with others that are related to Abzooba's business or that results from work that you perform for Abzooba or using Abzooba's equipment, supplies or facilities and shall comply with the Policies of Abzooba in relation to Intellectual Property.

General

- a. We trust that you have not provided us with any false declaration or wilfully suppressed any material information. If you have, you will be liable for removal from service without notice. Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which relate to your commitments under this Agreement.
- b. Your employment terms may be specifically enforced legally, if required. In this connection, if any of the provisions of this Agreement are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this Agreement shall continue in full force and effect.
- c. These employment terms supersede and replace any existing agreement or understanding, if any, between Abzooba and you relating to the same subject matter.

On Separation

- a. On acceptance of separation notice, you will immediately give up to the company before you are relieved, all correspondence, specifications, formulae, books, documents, cost of data, market data, literature, drawings, and effects or shall not make or retain any copies of these items.

More detailed information on NDA (Non-Disclosure Agreement) and Code of Ethics will be provided along with your Appointment Letter on your date of joining.



Offer Letter

Annexure B

Name: Jampani Akhil Teja

Designation: Trainee Software Engineer

DOJ: Jun 16, 2021

Location: Pune

Particulars	Monthly (in INR)	Annual (in INR)
Basic	16667	200000
HRA	8333	100000
Special Allowance	14667	176000
Gross	39667	476000
Retirals		
Employer's Contribution to PF	2000	24000
CTC	41667	500000



Offer Letter

Annexure C

Additional Benefits:

- Health Insurance is provided to the associate and his/her dependents (spouse and 2 children). Benefit amount (INR 6,00,000 for self and family & INR 5,00,000 for single associates).
- There is a provision to include Parents in the medical insurance policy, but the premium will be deducted from Employee's CTC. The exact premium amount for including Parents can be worked out by the Payroll team once the employee joins the organisation.
- Gratuity is paid as per the norms of the Payment of Gratuity Act.
- Annual Training Allowance of 30,000 INR can be claimed against certifications and courses relevant for self-development.

Note:

- Shift allowance where applicable is paid as per prevalent policy for applicable projects.
- All taxes arising out of this structure shall be borne by you.
- Flexible Benefits as may be availed from Special Allowance only for tax exemption purposes:
 - Sodexo coupons are optional and can be availed to a maximum extent of INR 26,400 Per Annum from Special Allowance.
 - LTA, as may be availed from Special Allowance, will be governed by tax laws as applicable and will be on claim basis against the appropriate enclosures / bills produced with appropriate forms duly filled. If bills are not produced during a financial year, then the unclaimed part of the reimbursements will be added to taxable salary and will be subject to appropriate deduction of tax along with your salary for the month of March as per tax laws.

Yours sincerely,

For Abzooba India Infotech Pvt. Ltd.

Awantika Bhardwaj
Vice President – Employee Success

ACCEPTANCE:

I have read and understood the offer on the terms and conditions and hereby signify my acceptance of the same.

Signature:

Name:

Date:



23-Mar-2021

Dear Bhagath Singh Khare,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Institute of Tech,Hyderabad

Candidate ID – 15088083

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.450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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 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:

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.



UBS Business Solutions (India) Pvt. Ltd.
(CIN: U74999PN2015FTC157258)
9th & 10th Floor,
Tower-A, EON Part II, EON Free Zone II
Kharadi,
Pune 411014, Maharashtra, India

Tel: +91-20-67421500
www.ubs.com

12 July 2021

PRIVATE & CONFIDENTIAL

Mr. Bob Abishai Bathula

Dear Bob,

We are pleased to offer you employment with UBS Business Solutions (India) Private Limited (the "Firm") under the following terms and conditions.

1 Title and Reporting

- 1.1 Your functional title will be IT Software Engineer in our Technology Department and you will report to Nagaraj Bhat, Executive Director, Technology, or such other executive as may be nominated by the Firm from time to time.
- 1.2 The nature of the Firm's business demands that you are flexible with your approach to work to service the best interests of the Firm and our clients. Accordingly you agree to undertake such duties as the Firm may reasonably allocate to you and to accept any modification or removal of your assigned duties as the Firm may require, to take into account the changing needs of the Firm's business and operations and your role within it.
- 1.3 You shall, while undertaking your employment duties, devote the whole of your time and attention and abilities to the Firm and any other Group Company and shall use your best endeavours to promote and protect the general interests and welfare of the Firm and any other Group Company to which you may from time to time render your services.

2 Date of Commencement

- 2.1 Subject to paragraph 2.2 below, your employment with UBS Business Solutions (India) Private Limited will commence on a mutually agreed date (the "Date of Commencement") which is no later than 2 August 2021 and shall continue until terminated in accordance with this Agreement.
- 2.2 If
 - (a) you do not or are unable to report for work on the Date of Commencement with a reason satisfactory to the Firm; or



HR0004287053



APA03



- (b) a valid work permit or other permission or authorization (where required by law) has not been obtained or is not in effect on or before the Date of Commencement, or you are not entitled lawfully to reside and undertake employment with the Firm in India; or
- (c) if any of the Firm's background screening processes and/or reference checks required prior to your commencement of employment are not completed to the satisfaction of the Firm (as required and determined in the Firm's sole discretion),

the Firm shall have the right, but not the obligation, to extend or postpone the Date of Commencement.

If the Firm does not agree to extend or postpone the Date of Commencement, the Firm may by notice to you rescind this Agreement whereupon the Firm shall have no liability to you.

3 Place of Employment

Your principal place of employment shall be in the Firm's office in Pune, but you may be required to work temporarily or permanently at other locations in India from time to time. You may also be required to travel outside India from time to time in order to carry out your duties.

4 Probation

4.1 You will initially be on probation for a period of three months from the Date of Commencement, after which, your performance will be reviewed to determine if your performance meets the required standard for your role.

If your performance is found unsatisfactory, the probation period may be extended until your employment is expressly confirmed by the management of the Firm. This probation period would be computed excluding any leave that you may take, for any reason, during the three months immediately following the date of commencement of employment.

4.2 Your probation will end on the later of:

- (a) three months from the Date of Commencement, provided that the firm does not elect to extend the probation period ; or
- (b) such time when you complete the compliance induction training required to be undertaken by all employees,

subject to further extension at the entire discretion of the Firm.

5 Compliance Induction

To provide you with a better understanding of the Firm's compliance policy, you will be required to attend a Compliance Induction Training Session shortly after the commencement of your employment. Please note that the Compliance Induction Training Session is a compulsory training for all employees. You must complete such training within three months of the Date of Commencement.

6 Total Employment Cost

6.1 Salary

Your annual Total Employment Cost (TEC) will be INR1,000,000/-.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



31 Definitions

In this Agreement save where the context requires otherwise,

“UBS Group” means UBS Group AG and its subsidiaries and any branches, business divisions and affiliates thereof wherever incorporated or carrying on business, including the Firm, and “Group Company” means any company within the UBS Group.

32 Governing Law and Jurisdiction

Your terms and conditions of employment are exclusively based on and subject to the laws of India. Any legal disputes arising from your terms and conditions of employment will be governed by the laws of India and each party submits to the exclusive jurisdiction of the courts and tribunals of India in Pune.

Kindly signify your acceptance of our offer of employment on the terms set out in this Agreement by signing below and returning to us a copy of this Agreement no later than seven days from the date of this Agreement, failing which this offer of employment will lapse and be of no effect.

We wish you a successful career with the Firm.

Yours sincerely,
UBS Business Solutions (India) Private Limited

Jyothi Menon
Executive Director
Human Resources

Huey Lian Goh
Executive Director
Human Resources

I, **Bob Abishai Bathula**, hereby confirm that I have read and understood the terms and conditions of this Agreement and agree and accept the same.

Signature:..... Date:

Modak Analytics LLP
The Platina,
Jayabheri Enclave, Phase 2,
Gachibowli,
Hyderabad 500 032.

+91 9701955900
www.modak.com

Dear Karthik Mathka,

Mail I'd: ugs17152_ece.karthik@cbit.org.in
Contact Number: 8790718987

Thank you for exploring career opportunities with Modak Analytics LLP. You have successfully completed our selection process and we are pleased to make you an offer.

Modak Analytics LLP is pleased to offer as an Intern. If you accept this offer, you are expected to begin your internship with the Modak Analytics LLP from **6/28/2021** and will be paid **Rs.10200** per month during the Internship. You will be a part of the application development team at Modak Analytics LLP.

After internship your CTC including all benefits will be **Rs.6,00,000/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer letter by signing the offer letter. If not accepted within **1 day**, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

COMPENSATION and BENEFITS

Health Insurance Scheme- Modak Health Insurance Scheme (MHIS). It will cover you, your spouse and children under the age of 21.

* The above Health Insurance Scheme is subject to revision.

modak



PROBATION:

You shall be on a probationary period for initial Six months (“Probation Period”). Your performance will be reviewed at regular intervals during the probation period and at the end of the probation period. The decisions taken by Modak Analytics will depend on the evaluation of the outcome of this period. At its sole discretion, Modak Analytics may either

- (a) confirm your appointment if your performance is satisfactory
- (or) (b) extend your probation period for further evaluation (or)
- (c) terminate your employment with Modak Analytics, effective immediately, without any liabilities other than remuneration until the last date of employment.

TERMS AND CONDITIONS

1. Non-Disclosure Agreement- Modak Analytics works on very sensitive client data. As an employee of Modak Analytics you will be working on this data, and hence be required to sign an NDA with Modak Analytics.

2. Employee Agreement: From date of joining as an Intern you will need to give three years and three months of commitment. If you may leave before three years and three months from your date of Joining, you have to pay INR 5,00,000/- towards training cost to Modak Analytics LLP.

3. Working Hours: You may be required to work in shifts and/or in extended working hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

4. Mobility (Relocation): Modak Analytics reserves the right to relocate 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.

5. Compensation Structure/Salary components: The compensation structure/salary components are subject to change as per Modak Analytics compensation policy from time to time at its sole discretion

6. Increments and Promotions: Effective on satisfactory performance and contribution to Modak Analytics. It will be an important consideration for salary increments and promotions, which is based on Modak Analytics Compensation and Promotion policy.



7. Alternative Occupation/Employment: Either during the period of your traineeship or during the period of your employment as a confirmed employee of Modak Analytics, 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 Modak Analytics.

8. Confidentiality Agreement: As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of Modak Analytics and its clients.

9. Terms and Conditions: The above terms and conditions are specific to India and are to subject to change in case of deputation on international assignments.

10. Notice Period: Modak Analytics shall give 30 calendar days of notice or payment in lieu thereof if the employment is discontinued / terminated. No notice or payment in lieu thereof shall be payable by Modak Analytics when the employment is discontinued/terminated in case of any misconduct, either during the period of traineeship or upon completion of the trainee ship.

-During your tenure with Modak Analytics, you can terminate the appointment by giving 90 calendar days written notice.

-Modak Analytics, reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

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

12. Pre-employment Medical Certificate: You are required to submit a Medical Certificate of Fitness (in the format prescribed by Modak Analytics), which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

13. Employment of Foreign 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.

14. Background Check: Your association with Modak Analytics will be subject to a background check in line with Modak Analytics background check policy. An appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.



-If the background check reveals unfavorable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

15. Submission of Documents: At the time of your joining, photocopies of the following documents should be submitted:

Please carry the original copies for verification.

-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.

-Degree certificate

-Birth Certificate/Proof of Age

-Work permit and/or any other documentation as prescribed by Government of India -Passport

-Six photographs

-An affidavit/ notarized undertaking 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 release letter from your previous employer

The original documents will be returned to you after verification.

16. Letter of Appointment: You will be issued a letter of appointment at the time of your joining and after completing joining formalities.

17. Rules and Regulations of the Company: Your appointment will be governed by the policies, rules, regulations, practices, processes, and procedures of Modak Analytics as applicable to you and the changes therein from time to time.

18. Compliance to all clauses: You must fulfil all the terms and conditions mentioned in this letter of offer. Failure to fulfil one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle Modak Analytics to withdraw this offer letter anytime at its sole discretion.

19. Withdrawal of Offer: If you fail to accept the offer from Modak Analytics within a day, it will be construed that you are not interested in this employment and the offer will be withdrawn by default.



Post your acceptance of Modak Analytics' Offer letter, if you fail to join on the date assigned in the Modak Analytics offer will stand terminated by default at the discretion of Modak Analytics.

We are confident that you will make significant contributions to the success of the team and look forward to working with you.

Sincerely,

Aarti Joshi
Designated Partner
Modak Analytics LLP

I accept the offer as stated/outlined above.

Name: _____ Date: _____

Signature: _____ Place: _____

modak



Encl: Annexure 1: Increment during 3 years

Time Period	Fixed Salary	Bonus (Paid at the end of the period)	Total CTC
	(INR)	(INR)	(INR)
0-12 Months	600000		600000
12-24 Months	600000	50000	650000
24-36 Months	650000	50000	700000
36 months onwards	700000	100000	800000





Date: October 15, 2020

Ref: LTI/HR/Campus/2021

Name: Madhukar Reddy Varala

College: Chaitanya Bharathi Institute of Technology

OFFER OF EMPLOYMENT

Dear Madhukar Reddy Varala,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.5,01,974/-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. **Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. **Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. **Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltinfoltech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

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

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

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

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

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Sr. Manager - Campus
Recruitment

I have read the letter and accept the same.



Signature and Date

ANNEXURE-1

Name : Madhukar Reddy Varala		Date : October 15, 2020
Salary Grade : GET(II)-New		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	425,602	35,466
Annual Incentive	40,000	
B. Total Variable (PA)	40,000	
C. Total Target Cash (A+B)	465,602	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaime Premium	6,108	
D. Retirals & Other Benefits	36,372	
Cost to Company (CTC) C+D	501,974	

Medical Insurance Premium:

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

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

Notes:

1. Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

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

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

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

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

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

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

ANNEXURE-2

Eligibility Criteria for Engineering - Year 2021 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2021)	Less than 24 years
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA NOTE: <ul style="list-style-type: none"> • SSC /HSC should have cleared in <u>FIRST ATTEMPT</u> only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, <u>final semester</u> should have cleared in <u>FIRST ATTEMPT</u> only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation,Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above <u>OR</u> Equivalent CGPA
	<ul style="list-style-type: none"> • For the interview process, an aggregate of 60% & above <u>till the results of the last conducted examination</u> will be considered • Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester results
	<ul style="list-style-type: none"> • Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	<ul style="list-style-type: none"> • Conversion from CGPA into Percentage must be calculated as per your respective University norms
	<ul style="list-style-type: none"> • Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	<ul style="list-style-type: none"> • Not more than 2 active/live backlogs allowed during the interview process • All backlogs (if any) must be cleared <u>with the final semester exams</u> • All final semester subjects <u>must be attempted and cleared in the First Attempt</u> (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course)
	<ul style="list-style-type: none"> • Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2021 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
3. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.
4. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.
5. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months from the date of my interview process.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Candidate Signature: _____

Madh
18/09/2020

Name: _____

MADHUKAR REDDY VARALA

Institute Name : _____

CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY

Mobile No : _____

8464841229

Date of interview process: _____

18-09-2020



Date: October 15, 2020

Ref: LTI/HR/Campus/2021

Name: Mahesh Manmari

College: Chaitanya Bharathi Institute of Technology

OFFER OF EMPLOYMENT

Dear Mahesh Manmari,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.6,51,968/-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. **Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. **Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. **Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltinfoltech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

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

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

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

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

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Sr. Manager - Campus
Recruitment

I have read the letter and accept the same.

Signature and Date

ANNEXURE-1

Name	: Mahesh Manmari	Date	: October 15, 2020
Salary Grade	: GET(VI)		
Components	Rs. p.a.	Rs. p.m.	
Basic		21,000	
Bouquet of Benefits		25,958	
A. Base Salary (PA)	563,499	46,958	
Annual Incentive	40,000		
B. Total Variable (PA)	40,000		
C. Total Target Cash (A+B)	603,499		
Provident Fund (PF)	30,240	2,520	
Gratuity	12,120	1,010	
Mediclaime Premium	6,108		
D. Retirals & Other Benefits	48,469		
Cost to Company (CTC) C+D	651,968		

Medical Insurance Premium:

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

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

Notes:

1. Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

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

Components	Limits	Remarks
House Rent Allowance (PM)	10% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Leave Travel Allowance (PA)	Rs. 10,000/-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional

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

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

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

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

ANNEXURE-2

Eligibility Criteria for Engineering - Year 2021 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2021)	Less than 24 years
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA NOTE: <ul style="list-style-type: none"> • SSC /HSC should have cleared in <u>FIRST ATTEMPT</u> only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, <u>final semester</u> should have cleared in <u>FIRST ATTEMPT</u> only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation,Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above <u>OR</u> Equivalent CGPA
	<ul style="list-style-type: none"> • For the interview process, an aggregate of 60% & above <u>till the results of the last conducted examination</u> will be considered • Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester results
	<ul style="list-style-type: none"> • Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	<ul style="list-style-type: none"> • Conversion from CGPA into Percentage must be calculated as per your respective University norms
	<ul style="list-style-type: none"> • Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	<ul style="list-style-type: none"> • Not more than 2 active/live backlogs allowed during the interview process • All backlogs (if any) must be cleared <u>with the final semester exams</u> • All final semester subjects <u>must be attempted and cleared in the First Attempt</u> (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course)
	<ul style="list-style-type: none"> • Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2021 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
3. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.
4. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.
5. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months from the date of my interview process.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Candidate Signature: _____

Name: _____

Institute Name : _____

Mobile No : _____

Date of interview process: _____



OFFER CUM APPOINTMENT LETTER

Nitesh Aloney
new MCH Colony, Chaitaniyapuri, Dilsukhnagar.
Hyderabad
500060
IN

Dear Nitesh,

On behalf of **Amazon Development Centre (India) Private Limited**, a company incorporated under the laws of India, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka India (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Offer cum Appointment Letter for the position of **Programmer Analyst** at **Hyderabad**, India.

Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before **10 business days**.

Upon your acceptance of the offer herein, this Offer cum Appointment Letter shall form the employment contract that is a valid and binding agreement of employment between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

1. Date of Commencement

Your employment with Amazon India will commence on **28-Jun-2021**.

2. Duties

- 2.1 You will be employed in the position of **Programmer Analyst**. Your manager will advise you about your job responsibilities after your joining with us. You will be expected to do your job to the best of your ability at all times as per the job responsibilities advised by your manager at the time of joining or as amended from time to time, as well as such other tasks as may be required by Amazon India.

- 2.2 You will be required to comply with Amazon India's rules, regulations and policies from time to time in force, including, without limitation, those policies set out in Amazon India's Policies and Procedures, as communicated to you. Amazon India reserves the right to change Amazon India's Policies and Procedures from time to time at its sole discretion and you shall be bound by the same.
- 2.3 You acknowledge that during the course of your employment, as the business of Amazon India changes, it may be necessary to rotate you in other departments / units. Amazon India therefore reserves the right to change your role and responsibilities from time to time at its sole discretion and without assigning any reason, it being understood that you will not be assigned responsibilities which you cannot reasonably perform.
- 2.4 Unless specified in writing, you shall not be authorised to enter into any contractual obligations on behalf of Amazon India or its affiliates including creating a lien (statutory or other), security interest, mortgage, pledge, assignment, encumbrance, chattel or conditional sale or other title retention agreement or any other financial obligations or otherwise on behalf of Amazon India or its affiliates.

3. Hours of Work

The normal business hours of the office, at which you work, will apply to you and these will be advised on commencement of employment and when there is a change. You may be required to work in shifts for different work hours or workdays during the week depending on the business or team that you may be working for. You will be advised by your manager or department about such requirements at the time of joining and from time to time during the course of your employment, as appropriate. Certain business teams also operate on 24x7 basis and hence, may have rotational shifts or related requirements for their respective team members. Please refer to Amazon India's Policies and Procedures for further details.

4. Place of Work

Your initial place of work will be at Amazon India's facility in Hyderabad. However, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you. As you are joining during the period of the Covid-19 Pandemic, you may be permitted to work from a location of your choice in India with the prior approval of your manager under the condition that you are willing to get back to the location mentioned above as and when required by Amazon.

5. Remuneration

- 5.1 Your Annual Base Pay will be **Rs.1,200,000** per annum made payable in arrears in accordance with Amazon India's standard payroll practice and subject to all lawful deductions of income tax, provident fund contribution (if any), insurances or otherwise. Your Base Pay is inclusive of both the employer's and the employee's provident fund contributions. Your Base Pay will be reviewed in accordance with internal performance review systems, details of which are set out in Amazon India's Policies and Procedures. If your hire date is on or before the first Monday in October of the current year, you will be eligible for a performance assessment and salary adjustment in the next calendar year. Ordinarily, this process occurs in the month of April each year.
- 5.2 Amazon India has the right to deduct from your pay/salary any sums which you may owe Amazon India, including without limitation, any over-payments or loans made to you by Amazon India or any demand raised by any judicial or quasi-judicial authority for your acts or omissions and / or losses suffered by Amazon India as a result of your negligence or breach of the terms contained in this Offer cum Appointment Letter/Amazon India's Policies, or your failure to return Amazon India's property.
- 5.3 You will also receive a sign-on bonus of **Rs.400,000** for the first year and **Rs.200,000** for the second year, which will be paid in twelve monthly instalments, starting at the end of your first month of employment, subject to your continued employment with the Company. The said bonus amount will be payable in accordance with the Company's standard payroll practice and subject to withholding applicable taxes. If your employment with the Company is terminated for any reason during your first two years of employment, the said monthly payments will cease after the date of termination and you will not be entitled to any further payments.

6. Contribution to Employees' Provident Fund

Amazon India will contribute to Employees' Provident Fund (EPF) as and when required by the Employees' Provident Funds and Miscellaneous Provision Act, 1952 read with the Employees' Provident Funds Scheme, 1952, and as further described in Amazon India's Policies and Procedures.

The Employees' Provident Fund Organization ('EPFO'), the statutory body established under Employees' Provident Funds and Miscellaneous Provisions Act, 1952, requires linking of the

employee's Aadhaar details with their respective Universal Account Number ("UAN"). For this purpose and to enable Amazon India to make the EPF contributions, Amazon India will collect a copy of your e-aadhar, which needs to be uploaded by you on Amazon HRS tool prior to commencement of your employment with Amazon India. Foreign Nationals / Overseas Citizens of India shall be required to provide a copy of the first and last page of their valid passport for this purpose.

You acknowledge and provide your consent to Amazon India to use your aadhaar/e-aadhaar or passport (as the case may be) during the tenure of your employment with Amazon India for the purpose of any other requirement under a Government scheme or benefit that may mandate production of such documents as per the applicable law(s) and/or for Amazon India's compliance with its obligations under applicable law(s).

7. Leave

Amazon India will grant you leave as provided in Amazon India's Policies and Procedures. All leave scheduling and organisation will be arranged to ensure smooth business operation; your manager's approval is required prior to your scheduling or changing any leave.

8. Confidential Information and Confidentiality Obligations

8.1 "Confidential Information" means and includes any information that relates to the business of the Company that is not generally available to the public. Without limiting the foregoing, Confidential Information includes:

- (1) the identity of, contractual terms with, and any information relating to, the Company's business partners, customers, services clients, sellers, agents, employees, contractors, investors, joint ventures, vendors, or suppliers and the terms on which the Company does business with each such entity, or generally;
- (2) computer code (including source code and object code) or software developed, modified, or used by the Company;
- (3) data of any sort compiled by the Company, including, but not limited to, data relating to products and services, advertising and marketing, and existing or prospective customers, clients, vendors, or business partners;
- (4) algorithms, procedures or techniques, or the essential ideas and principles underlying such algorithms, procedures or techniques, developed by, or whose workings are otherwise known to, the Company (but excluding any public domain algorithms, procedures, or techniques), whether or not such algorithms, procedures or techniques are embodied in a computer program, including, but

4

not limited to, techniques for identifying prospective customers, communicating effectively with prospective or current customers, reducing operating costs, or increasing system reliability;

- (5) the fact that the Company uses, has used, or has evaluated for potential use any particular database, source of data, algorithm, procedure or technique, or the essential ideas and principles underlying such algorithm, procedure or technique, developed or supplied by a party other than the Company (including any algorithms, procedures or techniques in the public domain), whether or not such algorithms, procedures or techniques are embodied in a computer program;
- (6) pricing or marketing strategies developed, investigated, acquired (from a third party or otherwise), evaluated, modified, tested or employed by the Company, or any information related to, or that might reasonably be expected to lead to, the development of such strategies;
- (7) information about the Company's future plans, including, but not limited to, plans for expanding into new products, geographical areas, market segments, or services;
- (8) any information that would typically be included in the Company's financial statements, including, but not limited to, the amount of the Company's assets, liabilities, net worth, revenues, expenses, or net income;
- (9) the following information which shall hereinafter be referred to as the "Disclosure Information":
 - (a) any and all algorithms, procedures or techniques related to the Company's business activities or to your work with the Company, and the essential ideas and principles underlying such algorithms, procedures or techniques, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such algorithms, procedures or techniques are embodied in a computer program;
 - (b) any and all pricing or marketing strategies, the essential ideas and principles on which such strategies are based, and any information that might reasonably be expected to lead to the development of such strategies, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated,

- tested, or applied by you during the course of your employment with the Company;
- (c) information relating to any and all products and services, and the essential ideas and principles underlying any and all products and services, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such products or services are marketed, sold, or provided by the Company; and
 - (d) any other ideas or information conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, if the idea or information could reasonably be expected to prove useful or valuable to the Company;
- (10) any other information gained in the course of your employment with the Company that could reasonably be expected to prove deleterious to the Company if disclosed to third parties, including without limitation, any information that could reasonably be expected to aid a competitor or potential competitor of the Company in competing more effectively with the Company;
 - (11) any information received by the Company from third parties, whether or not under obligation of confidentiality;
 - (12) any information derived from any of the above, including any intellectual property rights attached thereto; and
 - (13) any copies of the above mentioned information.

8.2 Confidentiality Obligations:

- (1) You acknowledge that you have acquired and/or will acquire Confidential Information during the course of, or incident to, your employment with the Company, and that the ability of the Company to continue in business could be seriously jeopardized if such Confidential Information were to be used by you or by other persons or firms to compete with the Company. Accordingly, you agree that you shall not, directly or indirectly, at any time, during the term of your employment with the Company or at any time thereafter, and without regard to

when or for what reason, if any, such employment shall terminate, use or cause to be used any Confidential Information in connection with any activity or business except the business of the Company, and shall not disclose or cause to be disclosed any Confidential Information to any individual, partnership, corporation, or other entity unless such disclosure has been specifically authorized in writing by the Company, or except as may be required by any applicable law or by order of a court of competent jurisdiction, or any regulatory or governmental body. Further, you agree that you will give the Company prompt notice of any such order/direction of a court/ regulatory or governmental body so that the Company may seek relief by way of a protective order or other appropriate remedy, and further will provide any assistance which the Company may reasonably require in order to secure such order or such remedy (with your expenses reasonably incurred in providing such assistance to be reimbursed by the Company). In the event such protective order or other remedy is not obtained, you shall furnish only that portion of the Confidential Information which is legally required by the governmental entity or regulatory authority; and will use reasonable efforts to obtain confidential treatment for any Confidential Information so disclosed.

- (2) During the course of your employment with the Company and at the date of termination thereof (hereinafter the "Date of Termination"), you shall promptly disclose and deliver over to the Company, without additional compensation, in writing, or in such form and manner as the Company may reasonably require, the Disclosure Information defined in Section 9.1(9) hereinabove, to the extent that such disclosure could reasonably be expected to be of interest to the Company.
- (3) Nothing in this Offer cum Appointment Letter shall be deemed to dilute or waive any rights related to the protection of trade secrets that the Company may have under common law or any applicable statutes.

9. Intellectual Property Rights

- 9.1 All patents, copyrights, trade secrets, trade/commercial names, proprietary rights, logos, slogans and all other intellectual property rights developed by or for the Company by any person, including but not limited to intellectual property rights relating to any and/or all of the Confidential Information, ("Intellectual Property Rights") shall be owned by the Company. For good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, you hereby agree to irrevocably, perpetually and unconditionally sell, assign, transfer and convey to the Company and its successors your entire right, title

and interest in the Confidential Information and/or Intellectual Property Rights and any improvements thereto throughout the world, including, without limitation:

- (1) all patents, copyrights, trade secrets, trade/commercial names, logos, other proprietary rights and all other intellectual property rights in the Confidential Information and all rights to secure registrations, renewals and extensions of the same;
- (2) all rights to make, have made, use, practice, import, export and otherwise fully exploit the Confidential Information and any and all improvements that the Employee or Company may hereafter make or develop;
- (3) all rights to file and prosecute applications for patent, copyright and all other intellectual property protection covering the Confidential Information and improvements thereon, and the processes and designs embodied therein, in India, the United States and in every other country and jurisdiction throughout the world;
- (4) all rights under any patent, copyright and all other intellectual property which may be issued on the Confidential Information or the improvements thereon, and any processes and designs therein, and all rights to enjoy the same; and
- (5) all documents, notes, notebooks, drawings, schematics, prototypes, magnetically encoded media, electronically stored information, or other materials related to the Confidential Information.

9.2 During the period of your employment with the Company and as may be reasonably necessary subsequent to your employment, you agree to cooperate with the Company as may be necessary to obtain patent, copyright and all other intellectual property protection for the Intellectual Property Rights and improvements thereto throughout the world and agree to do such further acts and execute and deliver to the Company such instruments as may be required to perfect, register or enforce the Company's ownership of the rights assigned, transferred or conveyed. If such cooperation is required after the Date of Termination, the Company shall compensate you at a reasonable rate for the time and related expenses actually spent by you at the Company's request. If you fail or refuse to execute any such instruments, you hereby appoint the Company as your attorney-in-fact to act on your behalf and to execute such instruments. This appointment shall be irrevocable and deemed to be a power coupled with an interest.

9.3 For the purposes of the assignment, transfer or conveyance referred to hereinabove, you acknowledge and covenant that your employment with the Company and the benefits received thereunder shall be treated as good and valuable consideration and that you are

not entitled to any further consideration in any form or manner whatsoever in relation thereto.

- 9.4 Notwithstanding any other provision hereof to the contrary, this Offer cum Appointment Letter does not obligate you to assign or offer to assign to the Company any of your rights in an invention for which no equipment, supplies, facilities, Intellectual Property Rights, Confidential Information or trade secret information of the Company was used and which was developed entirely on your own time, unless (a) the invention relates (i) directly to the business of the Company, or (ii) to the Company's actual or demonstrably anticipated research or development, or (b) the invention results from or is related to, any work performed by you for the Company.

9.5 No Grant of Rights.

You agree that all rights, title and interest in the Intellectual Property Rights and Confidential Information shall be owned exclusively by the Company. Nothing herein contained shall be construed as a grant by implication, estoppel or otherwise, of a license of any kind by either you to the Company, or by the Company to you, for example, to make, have made, use or sell any product using the Intellectual Property Rights, Confidential Information, or as a license under any patent, patent application, utility model, copyright, mask work right, or any other intellectual property right.

10. Non-Solicitation

- 10.1 During your employment with the Company and for a period of 12 months from the date of termination thereof, you shall not solicit or cause or authorize, directly or indirectly, to be solicited for any competitive business, for or on behalf of any person or customer, or otherwise take any action that might divert the business or patronage of any customer from the Company, or otherwise damage or alienate the relationship between the Company and any customer, vendor or supplier; and
- 10.2 During your employment with the Company and for a period of 12 months thereafter, you shall not solicit or attempt to influence any person employed or engaged by the Company (whether as an employee, consultant, advisor or in any other manner) to terminate or otherwise cease such employment or engagement with the Company or become the employee of, or directly or indirectly offer services in any form or manner to, yourself or any person or entity which is a competitor of the Company.

11. Employee Data Protection

- 11.1 You authorise Amazon India to collect, process and transfer all personal employee-related information obtained by Amazon India for the purpose of proactively managing the employment relationship.
- 11.2 You further authorise the transfer to, and storage of, your personal information in the worldwide employee database currently located in Seattle, Washington, U.S.A. (or such other location as Amazon India determines from time to time). Human Resources and selected management throughout the Amazon group worldwide will be authorised to access this database.

12. Exclusivity of Services

During your employment, you will be required to devote your full time, attention and abilities to your job duties during working hours, and to act in the best interests of Amazon India at all times. You shall not, without the written consent of Amazon India, be in any way directly or indirectly engaged or concerned in any other business or undertaking .

13. Termination of Employment

- 13.1 Your employment may be terminated by either party by giving one month's written notice (exclusive of any leaves availed during the said period) or payment of one month salary in lieu of such notice period to the other party. Amazon India holds the right to accept or deny payment in lieu of the said one month notice.
- 13.2 Amazon India reserves the right to terminate your employment forthwith "for cause" without advance notice and without payment of severance, in the event you:
- (i) have been found guilty of any misconduct or indiscipline after due enquiry by Amazon India;
 - (ii) have violated or are in breach of any of the terms of this Offer cum Appointment Letter or Amazon India's Policies and Procedures;
 - (iii) have been grossly negligent, or have neglected your duties, or have underperformed your duties, or have performed your duties in a manner unacceptable to Amazon India;
 - (iv) have suppressed any information or submitted false information with the view to obtain employment in Amazon India;
 - (v) are convicted for any offence under any law for the time being in force in any jurisdiction;
 - (vi) commit any act detrimental to the interest of Amazon India;
 - (vii) abstain from work for seven consecutive days without informing Amazon India;

- 13.3 On the termination of your employment for any reason whatsoever, you will return to Amazon India, without delay, all assets belonging to Amazon India, correspondence, records, specifications, models, notes, formulations, lists, papers, reports and other documents and all copies thereof and other property belonging to Amazon India or relating to its business affairs or dealing, including any Confidential Information and Intellectual Property Rights, which are in your possession or under your control. At Amazon India's option, you agree to provide a written certification of your compliance with this Section. Further, you agree to sign a termination certificate in accordance with Amazon India's Policies and Procedures, which will reaffirm your compliance of your post-termination obligations, including return of Amazon India's property/properties and releasing Amazon India from all claims, liabilities and obligations. Where Amazon has made any excess payment to you as part of your relieving formalities, whether or not such excess payment is termed "Full and Final Settlement", you shall be obligated and liable to repay such excess amount forthwith upon being notified by Amazon.

14. Gratuity

Gratuity will be paid as and when required by the Payment of Gratuity Act, 1972 and as further described in Amazon India's Policies and Procedures.

15. Employee Benefits

You will be eligible to receive employee benefits as may be provided by Amazon India in Amazon India's Policies and Procedures. These are subject to change with or without prior notice for both existing and prospective employees. Revised policy will supersede any previous policy which would have been applicable and would have been communicated as part of offer letter.

16. New Hire Background Investigation

- 16.1 It is Amazon India's policy to investigate all its new hires. Your employment is conditional upon the information contained in your application form and/or curriculum vitae being true and accurate, including (but not limited to) your educational and professional qualifications, the documents furnished by you being genuine, and upon reference checks to be conducted by Amazon India being successfully completed.
- 16.2 You authorise Amazon India to conduct such searches with government or enforcement authorities as are necessary to enable it to verify that you do not hold any criminal convictions.
- 16.3 In case you are waiting for the results of your examinations and you are hired prior to the same, your continued employment with Amazon India will be subject to passing the said

examination and completing the course, failing which Amazon India reserves the right to take action including termination of your employment without notice.

- 16.4 In case your exams have been postponed due to Covid 19 situation, your continued employment will be contingent to your appearing for the exam and passing the same within a period of 12 months from the date of joining. Amazon India reserves the right to take action including termination of your employment without notice in case of failure to produce proof of passing within the said period.

17. Foreign Nationals

- 17.1 In case you are not an Indian national and, under any law, are required to obtain applicable visa / work permit / authorisation or permission from appropriate government authorities to work in India, you are required to ensure all such permissions are obtained before commencement of employment with Amazon India.
- 17.2 You are also required to ensure all future correspondence and permissions for continued stay and employment in the country as per the governing law are complied with at all times. If required, Amazon shall be at liberty to demand copies / originals of such permission.
- 17.3 It is made clear that possessing valid work permit / authorisation at all times of your employment is an inherent requirement of your employment with Amazon India. Any time after the execution of this Offer cum Appointment Letter, if it is found that you do not have required work permit / visa, Amazon India shall terminate your employment, without notice, with immediate effect, without any liability towards you.

18. Representations and Warranties

You hereby represent and warrant to the Company that:

- 18.1 the information furnished by you for the purpose of your employment with the Company is true and correct to the best of your information, knowledge and belief;
- 18.2 you shall not, during the course of your employment with the Company, use or disclose any document/s that in any way constitutes confidential, proprietary for trade secret information of a third party (including a former employer), except pursuant to written authorization by such third party to do so;

- 18.3 you are not in unauthorized possession or control of any document/s that in any way constitutes confidential, proprietary or trade secret information of a third party (including a former employer);
- 18.4 during the course of your employment with the Company, you will not violate any non-solicitation or similar agreements or obligations that you have with any third party; and
- 18.5 there are no other agreements executed by you with third parties that conflict with the terms and conditions of your employment with Amazon India or that restrict your ability to execute this Offer cum Appointment Letter;
- 18.6 You recognize that the restrictions set forth in this Offer cum Appointment Letter may limit your future flexibility in many ways. You expressly acknowledge that (i) the limitations specified herein are fair and reasonable in view of the nature of the business in which the Company is engaged, your position with the Company, and your access to Confidential Information / Intellectual Property Rights, (ii) you are voluntarily entering into this Offer cum Appointment Letter, and (iii) in spite of the restraints imposed herein, you will be able to engage in other lawful professions, trades or businesses after termination of your employment with the Company. You recognize that your compensation is adequate consideration and acknowledge that you will not be subject to undue hardship or inconvenience by reason of your agreeing to the provisions contained herein.

19. Other Particulars

- 19.1 You confirm that there are no other agreements executed by you with third parties that conflict with the terms and conditions of your employment with Amazon India or that restrict your ability to execute this Offer cum Appointment Letter
- 19.2 You hereby represent and warrant that the information furnished by you for the purpose of your employment with the Company is true and correct to the best of your information, knowledge and belief.

20. Notices

All notices issued by you to the Company or by the Company to you shall be sent either by registered post, courier through a recognised courier service provider or by email transmission which shall be deemed to have been received the next working day provided the notice is also sent by registered post the next working day after email transmission.

21. Waiver

Failure of the Company to insist upon strict adherence of any term of this Offer cum Appointment Letter on any occasion/s shall not be considered a waiver thereof or deprive the Company of the right thereafter to insist upon strict adherence to that term or any other term of this Offer cum Appointment Letter.

22. Severability

The holding of any provision of this Offer cum Appointment Letter to be illegal, invalid, or unenforceable by a court of competent jurisdiction shall not affect any other provision hereof, which shall remain in full force and effect.

23. Assignment

Except as otherwise provided in this Section, this Offer cum Appointment Letter shall inure to the benefit of, and be binding upon you and your heirs, representatives, successors and assigns. Neither this Offer cum Appointment Letter nor any right or interest hereunder shall be assignable by you or your legal heirs, beneficiaries or legal representatives without the Company's prior written consent. This Offer cum Appointment Letter shall be assignable by the Company to a subsidiary or affiliate of the Company; or to any corporation, partnership, or other entity that may be organized by the Company, as a separate business unit in connection with the business activities of the Company; or to any corporation, partnership, or other entity resulting from the reorganization, merger or consolidation of the Company with any other corporation, partnership or other entity, or any corporation, partnership, or other entity to or with which all or any portion of the Company's business or assets may be sold, exchanged or transferred.

24. Employer – Employee Relationship

The relationship between the Company and you hereunder shall be solely that of an employer and employee and no modification of responsibility or compensation made hereinafter shall be construed so as to constitute the relationship of partners or joint ventures or so as to as to construe you as an independent contractor of the Company.

25. Liability for Breach

You acknowledge and accept that your breach of any of the terms contained in this Offer cum Appointment Letter or in Amazon India's Policies and Procedures, may cause the Company irreparable harm for which there is no adequate remedy at law, and therefore, the Company shall be entitled to the issuance by a court of competent jurisdiction of an order of injunction, restraining order, or other equitable relief in favor of itself, without the necessity of posting a bond, restraining you from committing or continuing to commit any such violation. Exercise or

waiver by the Company of its rights to obtain an injunction, restraining order, or other equitable relief hereunder shall not be deemed a waiver of any right to assert any other remedy the Company may have at law or in equity. In any legal action or other proceeding by the Company against you in connection with this Offer cum Appointment Letter (e.g., for recovery of damages or other relief), the Company will be entitled to recover its reasonable attorneys' fees and other costs incurred.

26. Authorization to Notify New Employer

You hereby grant consent to the Company to notify any of your new employer/s about your rights and obligations under this Offer cum Appointment Letter.

27. Governing Law and Jurisdiction

Your employment, and any disputes which may arise under, out of, or in connection with your employment, shall be governed by and construed in accordance with the laws of India; and the Courts having territorial jurisdiction over the registered office of the Company shall alone have exclusive jurisdiction to try and entertain such disputes to the exclusion of any other Courts situated elsewhere.

28. Agreement/Modifications

The terms described in this Offer cum Appointment Letter and Amazon India's Policies and Procedures will cumulatively constitute the terms of your employment, and shall supersede any previous discussions, offers or agreements relating to your employment, or to the subject matter hereof. Any additions to, deletions of, or modifications of these terms are valid and effective only if the same are carried out in writing and signed by you and an officer of Amazon India.

29. Headings

The Section headings appearing in this Offer cum Appointment Letter are used for convenience of reference only and shall not be considered a part of this Offer cum Appointment Letter or in any way modify, amend or affect the meaning of any of its provisions.

30. Survival

Your obligations under Sections 8, 9, 11, 13, 20, 21, 23, 25, 26, 27 and this Section 30 hereof shall survive the termination of this Offer Cum Appointment Letter and of your employment with the Company.





You undertake to be bound by any rules and regulations enforced by Amazon India from time to time in relation to the conduct, discipline, medical leave and holidays or on any matters relating to service conditions which will be deemed as rules, regulations and order as a part of these terms of employment.

For and on behalf of Amazon Development Centre (India) Private Limited

AUTHORIZATION

By

Signed by: BANDITA ACHARYA
Date: 2021.06.14 23:26:07 +05:30
Location: India

ACCEPTANCE

I acknowledge receipt of this Offer cum Appointment Letter and, after reading and understanding the same, I accept Amazon India's offer of employment on the terms set out in this Offer cum Appointment Letter.



23-Mar-2021

Dear Nithish Chilukuri,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Institute of Tech,Hyderabad

Candidate ID – 15088092

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.450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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 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:

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.



08-Apr-2021
 Pranav K
 B.Tech/B.E. Electronics and Communication Engineering
 Chaitanya Bharathi Inst of Technology, Hyderabad

Dear Pranav,

Further to our offer for the position of Programmer Analyst Trainee and in response to your confirmation into the Internship opportunity we had extended, we are pleased to offer you an **Internship** with us for a **period of 3 to 6 months**, during which you will be offered a stipend Amount of **INR 12000/-** per month based on the Internship performance and completion.

Actual Internship dates and duration would be based on the business demand aligned skill tracks offered to you and would be shortly communicated to you.

Cognizant Internship being a pre-joining skill and capability development program, it would form a critical part of your employment with Cognizant.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The performance during Internship would be monitored through formal evaluations.

The Cognizant Internship completion would qualify as the entry criteria to your post joining training program and would be used as basis towards your allocation to projects/roles.

Prior to joining Cognizant, you must successfully complete the prescribed Internship program. In event of non-completion of the Internship, Cognizant may at its sole discretion revoke this offer of employment.

Please also note that:

- The Internship Training will be done from Monday through Friday for 8 hours from 9 am to 6 pm (IST).
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with attendance requirements. Pre-approvals are to be sought towards unavoidable leave or break requests from the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship plan
- Cognizant reserves clauses regarding IT infra if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant GenC program terms and conditions from time to time

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority.

You will also be required to submit the following documents at the time of reporting:

- Photocopy of your Passport & Visa

Rfqd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thotspakkam, Chennai - 600 097

- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.

We wish you good luck.

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.,

Suresh Bethavandu
 Global Head-Talent Acquisition

I accept the terms and conditions of the offer as mentioned above.

Signature:

Date:

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046389

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

OFFER & APPOINTMENT LETTER

Offer Release Date: September 30, 2021

**Dear Rahul Gundala,
TRT 16-12-52,labour colony, Warangal,
Telangana, India, 506013**

Dear **Rahul Gundala**, service

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd (**herein referred as “HCL” or “Company”**), we are pleased to inform you that you have been selected for employment in our organization as Software Engineer in band E1.

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **September 30, 2021** at 9:00 A.M at the following address **Obsolete-Pune - BUSINESS BAY YERWADA** .Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure , BPO division etc. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **INR 4,75,000** per annum, outlined in [Annexure I](#).

You will be required to sign a service agreement of **24 months** with a surety amount of **INR 1.25 Lakhs**. This amount shall be payable to the Company only on the event of your separation from the company before **24 months** from the date of Joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in [Annexure II](#).

On the date of joining, you would be required to submit the documents listed in [Annexure III](#). Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

[Annexure IV](#) provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

HCL Confidential

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HCL

HCL TECHNOLOGIES LTD.

Corporate Identification Number: L74140DL1991PLCO46388

B-39, Sector 1, NOIDA 201 301, UP, India.

T: +91 120 4024700, 3337000 F: +91 120 2425833

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

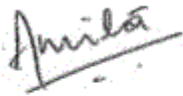
At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,
For HCL Technologies Ltd.



Amrita Das

Vice President, Head-Global Rewards


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Annexure 1**COMPENSATION PLAN**

COMPENSATION PLAN	
Name	Rahul Gundala
Band	E1
Designation	Software Engineer
City	Pune(A008)
Monthly Components (in INR)	
Basic Salary	15,243
House Rent Allowance	7,622
Advance Statutory Bonus	-
Food Wallet	2,000
Holiday Allowance	4,166
Flexi Basket*	-
Compensatory Allowance	2,803
TOTAL: Monthly	31,834
TOTAL: Monthly Components : Annualized	382,006
Retirals & Other Benefits (in INR)	
Provident Fund	21,950
Medical Insurance Premium/ESIC	10,000
Gratuity	8,794
TOTAL : Retirals	40,744
Variable Components (in INR)	
Performance Bonus (in Rs.)	28,500
Engagement PB (paid monthly) @ 100% achievement levels	23,750
TOTAL: Variable Components	52,250
COST TO COMPANY	4,75,000
Flexi Basket Details	
	Max Sub limits (p.a.)
Fuel Reimbursement and Car Maintenance Charges	-
Leave Travel Assistance / Allowance	-
Car Lease Rental	-
TOTAL : Annual Flexi Basket	-

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Employee has an option of availing all, some or none of the Flexi Basket across various components as per annual limits and entitlements mentioned in the CTC sheet. Based on the individual declaration and actual reimbursements, any unclaimed amount will be paid as taxable to the individual

Insurance & Medical Benefits (in INR)	Max Sub limits (p.a.)
Hospitalization cost reimbursement limit	360,000
Term life Insurance Cover	2,000,000
Disability cover due to accident (upto)	1,800,000

NOTE:

1. Flexi Basket is only applicable in E2+ employees
2. All salary components are governed by the company policies and statutory guidelines.
3. This salary sheet is strictly confidential and must not be discussed with anyone other than your HCLT Reporting Manager and/or your HR Manager.
4. Any personal tax liability arising out of compensation will be borne solely by the employee.
5. Gratuity to be payable as per act

ANNEXURE II**Welcome aboard...**

It is often said that an organization can grow only if it empowers its employees to grow! At HCL, we consciously realize this fact and have developed a five-fold path for individual enlightenment that not only covers basic monetary benefits for HCLites, but also takes care of their professional growth by providing empowerment, knowledge, recognition, transformation and support.

Following are the terms and conditions that refer to our offer of employment to you, this is to be read in conjunction with the offer letter as attached.

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT**1. Location**

As you are aware that HCL is coming up with IT/ITES SEZ Operating Units in some cities; till the time SEZ campus becomes operational, you may be assigned to another facility in the city of posting - Pune(A008).

2. Medical Check up

Your employment is subject to you being declared medically fit by the company doctor.

3. HCLT Training Program:

Training (classroom/on the job) sessions will be conducted after your joining.



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The training period may be either extended or may be deemed completed earlier, at the discretion of the Management. You shall continue to be under probation, unless specifically confirmed in writing.

4. Increments and promotions

Your growth in terms of role, compensation etc. in the company will solely be based on your performance. Unless notified in writing, you will be deemed as "confirmed" on completion of your probation period i.e. 12months from date of joining. Subsequently, your annual performance appraisal and compensation review will be aligned and effected from the first day of the subsequent quarter thereafter.

5. Notice Period/ Separation

Your employment with the Company can also be terminated either by the Company or by you by giving the other party **90 days'** advance notice. If the Company terminates the employment and decides to relieve you before the completion of the notice period, the "Basic" component of the salary for the balance notice period would be paid to you. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the "Basic" component of the salary for the balance notice period. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company. Further, the aforesaid requirement of 90 days' notice may be extended, if mutually agreed by you and the Company.

On termination of your employment for any reason, you shall comply with the Company's termination procedures, sign all documents and return all Company property. The Company will not be bound to pay the dues, if any, till you have completed all the separation procedures.

6. Agreements

You may be required to sign necessary agreements with the Company or any other client as required and complete various formalities as per the agreements at the time of joining and during the tenure with the company.

You may also be required to sign other Agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company as also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

7. Background and Reference Check

- The company will undertake the background verification / validation process of employees in terms of education, previous employment(s), criminal verification, database and web searches, address verification, claims made against achievements in the resumes/CVs of the employees etc. with the help of a third party as and when required. You would be required to submit photocopies of documents detailed in Annexure III to facilitate the joining and background verification process.
- The company may also undertake reference check through at least two professional references submitted during the process of selection. • In case the Prospective Employees fails to submit any document required for conducting background verification, they will not be considered for hiring. If the Prospective Employees fails the background verification, appropriate actions including withdrawal of offer of employment will be taken basis the recommendations given by the background verification team & in line with HCL policies.

8. Working Hours


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You will be governed by the normal working hours as existing in the company. You may be required to work in shifts and/or in extended working hours, as permitted by law, if required as per business needs. The same are subject to change from time to time.

9. Mobility

The Company may require you to perform duties and undertake assignments for the Company in any part of India or abroad, whether at the Company's premises or that of its customers/clients. You are also liable to be transferred to any office or branch of the Company anywhere in India or abroad. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises.

10. Deputation/ Transfer

Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.

11. Retirement

You will retire from service on attaining superannuation at the age of 55 years.

12. Other benefits

You shall be eligible for other benefits related to leaves, perquisites etc. in accordance with the prevailing terms of employment in the Company. Notwithstanding the above, the Company reserves the right to change the above-mentioned benefits as and when it deems necessary and you will be notified accordingly.

13. Correctness of the Details Furnished

You have been appointed on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

14. Data Protection:

- a. The Employee consents to the holding & processing of personal data provided to the Employer for all purposes of the administration and management of his/her employment and/or the Company's business.
- b. The Employee hereby agrees to his/her personal data being collected & the same being transferred, stored and processed by the Company in India and any other countries where the Company, its Group Company and Company Clients have offices, in accordance with the applicable laws.
- c. The Employee also agrees that the Company may make such data available to its advisors, other agencies, such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and various regulatory authorities.
- d. During employment, the employee will have the right to amend/modify/alter his/her personal information. The employer will exercise all reasonable diligence for safeguarding personal information, as have been disclosed by the employee. It is clarified that the said obligation will not be applicable in case of legally compelled disclosures.


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- e. The Employee further acknowledges and agrees that the Employer may, in the course of business, be required to disclose personal data relating to him/her, after the end of his/her employment to any group/statutory bodies/authorities as required under applicable law/requirements. However, any personal data, which is no longer required, will be deleted without undue delay.

15. Other Rules and Regulations of the Company

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

Further, during the period of your employment with HCL, you will be required to inter alia comply with the Company’s Code of Business Ethics & Conduct, Anti Bribery & Anti-Corruption, Business Gift and Entertainment Policy and failure to do so shall entitle HCL to take appropriate disciplinary action which may lead & include up to termination of your employment with HCL.

You agree not to undertake employment whether full time or part time, as the Director/ Partner/member/employee of any other organization or entity engaged in any form of business activity without the consent of HCL . The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at the discretion of the company.

Annexure III

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED ONLINE TO FACILITATE PRE-EMPLOYMENT BGV (BACKGROUND VERIFICATION / VALIDATION) AND APPOINTMENT PROCESS IN HCL	
S.No.	Particulars (To be submitted to the Recruiter/Online of the BGV link)
1	Highest Qualification - Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	Permanent/Current Address Proof – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	Previous Employer – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	Identity Verification - Copy of valid passport and PAN card required
Additional documents (To be submitted on request – Only if required)	
<ol style="list-style-type: none"> 1. Highest Qualification- Admit card, college and university official’s (Registrar and Director) detail 2. Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer’s active address. 	
<u>Things to Remember</u>	
<ol style="list-style-type: none"> 1. The information provided in Resume and background verification form must be same. 2. Information provided in background verification form must be accurate. 	

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3. Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP).
4. Any Gap in Employment or Education must be informed explicitly to the recruiter.

Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.

List of Documents required for joining / induction day (Hard Copies)

S. No	Document Name	Number of Photocopies
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)	1
2	Extension Letter (if the Date of Joining in the offer letter is past dated)	1
3	Passport –Front copy only - for Name & DOB proof.	1
4	10 th Mark sheet, only if passport is not available.	1
5	PAN CARD as ID Proof (Only if passport is not available)	1
6	Passport Size Photographs (Only with white background)	3

- Please ensure all documents are **Self-attested** (Photocopies).
- Please ensure that the photocopies are clearly visible as dark and hazy photocopies are not accepted.
- Please avoid clicking pictures of documents and taking printouts.
- Please do not send soft copies through Emails.
- Please bring a copy of your Aadhar card on the Induction day, so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required on the induction day.
- Induction Timings are **0900 to 1830** IST.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- All storage Media Devices e.g. laptop, Pen Drives etc. are not allowed inside the campus.

You are required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining as following:

Location of HCL Onboarding Team for joining formalities:

S. No	Location	Address
-------	----------	---------

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1	NOIDA	Mondays and Thursdays: Triveni Induction Room, First Floor, KNMA Tower, Gate number 1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India) Tuesdays, Wednesdays and Fridays: Akashi Induction Room, Ground Floor, Tower – 1, Gate number -1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India)
2	CHENNAI	HCL Technologies Ltd,Sez Unit-2 (Sdb2 Buid), Eclot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkm High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd, SAL (602), 6th Floor, Tower 4, Special Economic Zone (SEZ), 129, Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore – 562 106
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd,Special Economic Zone, Phoenix Infocity Pvt Ltd, H-01, Level -2 , Hitec City 2-Survey No. 30,34,35 & 38, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd,Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd,Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd,HCL IT City, SDC-01, 2nd Floor – Induction Room, Chack Gajaria Farms, Sultanpur Road, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Sez Unit-1, Tower-1, Elcot, Special Economic Zone, Survey No. 1/2, 1/3, 1/19, 1/20, 4/1, 2/1, 2/2, 4/2, & 5, Plot No. 5&7,Ilandhaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur
11	Coimbatore	State Street Hcl Services Human Resources Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526
12	Vijayawada	State Street HCL Services Private LimitedMedha IT Towers,Third Floor,Kesarapalli,Gannavaram,Krishna District 521102

ANNEXURE IV

EXPLANATION OF COMPENSATION STRUCTURE AND EMPLOYEE BENEFITS

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components have been categorized under the following broad heads:

-  Basic Salary
-  Monthly Allowances
-  Variable Pay
-  Retirals & Insurances Benefit

 **Disclaimer:**
 **Your individual compensation structure may not necessarily have all the components as applicable to the respective Band.**


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The details for each component falling under these heads are explained as following:

BASIC SALARY

The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

MONTHLY ALLOWANCES

- **House Rent Allowance (HRA):** The HRA is payable maximum up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.
- **Food Wallet:** Food Wallet is a voluntary benefit and is applicable for payments related to food and non-alcoholic beverages only. Once enrolled, the benefit should be availed within HCL Cafeterias or food joints outside HCL campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.
- **Holiday Allowance:** Holiday Allowance is payable maximum up to INR 50,000 spread over 12 months.
- **Advance Statutory Bonus:** Applicable where monthly gross does not exceed INR 21,000 (excluding variable component) as per the Payment of Bonus Act.
- **Compensatory Allowance:** Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.
- **VARIABLE PAY**

The scope of "Variable Pay" in your compensation structure will be governed based on your "employee group" in HCL.

Performance Bonus (PB):

Performance Bonus (PB) is payable in accordance with the Company's Bonus Policy (sales / delivery / functional support) as applicable at that time. The quantum of pay-out will be subject to the current year's Bonus Policy and will be calculated based on your individual contributions against your Key Performance Parameters (KPP) as well as the company's performance.

PB is payable at the end of the performance review cycle. To be eligible for the bonus pay-out, you need to be active on the rolls of the company at the time of reward distribution as per Performance review and Reward cycle.

Engagement Performance Bonus (EPB): Engagement Performance Bonus is a variable component payable on a monthly basis. This component allows employees to participate and take control of delivery excellence in their respective engagements. Payout of EPB will be based on EPB guidelines as applicable to the respective engagement.

RETIRALS & INSURANCES BENEFIT


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You and your dependents will be covered under Social Security as per the law and Insurance Benefits policy offered by the company. The amount mentioned under 'Insurance and Medical Benefits' in your compensation structure is applicable towards various insurances (Medical Insurance, Term Life Insurance, Personal Accident Insurance).

Medical Insurance: Some of the salient features of the Group Health Medical Insurance policy are as follows

- The policy covers Hospitalization expenses and Maternity expenses.
 - By default, the employees (who are not covered under the ESI Act, 1948] will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed), additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.
 - The premium payable depends on the dependants declared.
 - The hospitalization coverage limit will be same as defined in compensation structure.
 - Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
 - You may refer 'Medical Insurance policy' for further details.
- **Coverage under ESI:** The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees' State Insurance Act, 1948.**

Employees covered under ESI would not be covered by default under HCL's medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

*The employee & employer contribution will be payable as per current prescribed rates under ESI Rules.

- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCL contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.

*The percentage and amount is in compliance with the current PF Act.

- **Gratuity:** As per statutory requirements, it is employer's statutory liability to pay 15 days Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.
- **Term Life Insurance (including EDLI):** At HCL, you will be covered under the Term-life Insurance which provides safety net to family in case of death of the employee due to any reasons. The applicable amount is mentioned in your offer letter.
- **Disability Insurance:** You are also covered against any permanent or partial disability that may arise due to an accident. The amount payable by Insurer for a disability shall depend on nature of the disability. The amount


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HCL TECHNOLOGIES LTD.

Corporate Identification Number: L74140DL1991PLCD46388

B-39, Sector 1, NOIDA 201 301, UP, India.

T: +91 120 4024700, 3337000 F: +91 120 2425833

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

Disclaimer

You will be liable to pay all applicable taxes on your income as per the local laws. You will also be responsible for filing your personal Income Tax returns. You acknowledge that the Company is not in any way influencing, guiding, suggesting on aspects of taxation or tax saving measures in any form and that the same is individual's decision / personal choice. Please note that all components mentioned above may or may not be a part of your compensation structure. HCL reserves the right to alter, append or withdraw the benefits extended either in part or in full based on management's discretion.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

HCL Technologies will correspond with you on the address & contact details mentioned below :-

Permanent Address: TRT 16-12-52,labour colony, Warangal,

Telangana, India, 506013

Email ID: ugs17162_ece.rahul@cbit.org.in

Telephone Number: 9182563086

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Deloitte Consulting India Private Limited

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Ranga Reddy, Hyderabad,
Telangana – 500032

Tel: +91 040 67621000
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Mr. Varanasi Rohit Prasad
C-1402, Rainbow Vistas Phase 1, Green Hills Road
Opp. Idl Access Road, Moosapet,
Hyderabad - 500018

Subject: Offer of Employment

Dear Varanasi Rohit Prasad:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **September 27, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000/-** subject to your reporting for full-time employment on **September 27, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from

time to time. Deloitte LLP and its U.S.-based subsidiaries (the “Deloitte U.S. Firms”) require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer’s Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **September 27, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

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

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Varanasi Rohit Prasad, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:

Chandra Shekar Hegganur Shivaramu

8147E9EE3BD84A8...

Authorized Signatory

Mr. Varanasi Rohit Prasad

Acceptance

I, **Varanasi Rohit Prasad**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:

CBFDE9BCB067414...

Signature

Date

Annexure A

Mr. Varanasi Rohit Prasad

Analyst

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	17,500	2,10,000
House Rent Allowance (HRA)	8,750	1,05,000
Special Allowance ^{1a & 1b}	11,867	1,42,404
Leave Travel Allowance ²	1,750	21,000
Meal Card ³	2,200	26,400
Differential Allowance(L)	5,833	69,996
Employer's contribution to PF	2,100	25,200
Total Salary (in Rs.)	50,000	6,00,000
Variable Bonus*	You will be eligible for a performance linked variable bonus. If applicable, it will be paid out on the 31st of August on the basis of your performance and performance of the business	
Medical Insurance Premium ⁴	1,870	22,440

* The Variable Bonus will vary, primarily based on your performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer on August 31st following the close of the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid on August 31st of that subsequent year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

Annexure A

¹ All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	<i>^{1a} Communication Expenses</i>	<i>^{1b} Fuel Expenses</i>
Employee in Level -	<i>Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.</i>	<i>Petrol / Insurance / Repairs & Maintenance</i>
Analyst		
	Rs.3,000/- per month	Rs.7,500/- per month

^{1a} The internet/telephone/mobile bills should be in the Employee's name.

^{1b} For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		Two Wheelers
	<= 1600 cc	> 1600 cc	
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

² The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

³ Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

⁴ Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.



Varanasi Rohit Prasad

Hyderabad

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement (“Employment Agreement”)

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office at **Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad – 500 032** (the “Employer”) as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. **Defined Terms.** The italicized terms in this agreement (the “Employment Agreement”) are defined in **Exhibit A** hereto.
2. **Pre-existing Agreements or Arrangements.** I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such *Pre-existing Agreements or Arrangements* and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer’s offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency’s decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. **Reporting of Proceedings.** Except as provided by law and except as I have disclosed in writing in **Exhibit C** to this Employment Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.
4. **Confidentiality.** I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized*

Signatory, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

5. **Third Party Information and Property.** I agree that during my *Employment*, I shall not use or disclose any Confidential Information or Intellectual Property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.
6. **Authorization.** Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.
7. **Competing Activities and Conflict of Interest.** During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.
8. **Authorization to Access Systems and Electronic Communications and use of Deloitte Property.** I understand that while employed with a *Deloitte Entity*, I will use and have access to the *Systems*. I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my *Electronic Communications* and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (e.g., emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my

possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. **Security.** I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. **Ownership of Works.**

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10(b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the

period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. **Pre-existing Creations; Personal Creations.** My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B**, and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.
12. **Post-Employment Restriction re: Clients.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, for a period of one year following the termination of my *Employment* for any reason, I will not, directly or indirectly, solicit or provide services to any client or prospective client of a *Deloitte Entity* to which I provided (or participated in a proposal to provide) services during the two-year period prior to termination of my *Employment*.
13. **Exceptions to Post-Employment Restriction re: Clients.** I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.
14. **Future Employment with Clients.** Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities*

remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. **Restriction re: Personnel and Contractors.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated, (b) participate in the hiring or admission of any *Personnel*, or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.
16. **Post-Employment Restrictions re: Deloitte Property.** Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a *Deloitte Entity* to remove such *Deloitte Property*.

OTHER POST-EMPLOYMENT OBLIGATIONS

17. **Transition of Work and Cooperation.** Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licensor of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.
18. **Notification of Post-Employment Obligations.** I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.
19. **Certification.** I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15 and 16 of this Employment Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. **Equitable Relief and Attorney's Fees.** I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15, or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte*

Entity is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. **Liquidated Damages: Client Fees.** I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to 50% of all fees received by me (or any person or entity with which I am associated) in connection with such breach. Such percentage shall be paid within thirty days after each fee payment is received and in respect of all services in connection with such breach during the two years following the termination of my *Employment* for any reason.
22. **Liquidated Damages: Compensation.** I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.
23. **Right of Inspection.** I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. **Governing Law; Choice of Forum.** This Employment Agreement is deemed to have been executed in the Employer's office in [HYDERABAD: Hyderabad, Andhra Pradesh, India] [MUMBAI: Mumbai, Maharashtra, India] [BENGALURU: Bengaluru, Karnataka, India] [GURGAON: Gurgaon, Haryana, India] and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.
25. **Modifications.** My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.
26. **Severability.** Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to

the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. **Blue-Penciling.** If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefor another provision that is legal and enforceable and that achieves the same objective.
28. **Waiver.** None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.
29. **Entire Agreement.** This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.
30. **Transfer and Assignment.** Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 8, 10, 11, 12, 14, 15, 16, 17, 18, 19, and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.
31. **Headings.** The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

I have read the foregoing, understand it, and agree to comply with its terms.

For Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Effective as of **September 27, 2021**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Signature

Name

EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the “Deloitte U.S. Firms”), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited (“DTTL”) or any member firm of DTTL or affiliate thereof (collectively, the “DTTL Member Firms”) or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term “control” (including the terms “controlled by” and “under common control with”) means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems*, equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a *Deloitte Entity*, and (3) it does not result from any work performed by me and the *Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual’s name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes *PII* when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual’s name is used with *PII* that is not business contact information, it is included in the definition of *PII*.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any *Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement,

including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United States Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the *PCAOB*, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a *Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

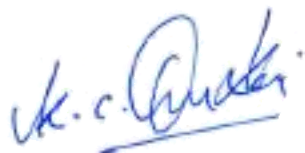
Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my *Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

[none, unless otherwise specified]

ACCEPTED AND AGREED TO:
DELOITTE CONSULTING INDIA PRIVATE LIMITED



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Date

An *Authorized Signatory*'s signature is required only if *Pre-existing Creations* or *Pre-existing Agreements or Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that *Pre-existing Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the *Intellectual Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements or Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements or Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

EXHIBIT C

Proceedings

[none, unless otherwise specified]

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

Signature

Name

Date

EXHIBIT D

Exceptions to Post-Employment Restrictions: re: Clients

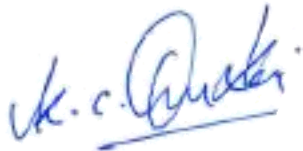
[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

Name of Client

Specified Kind of Services(s) Permitted

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

I have read and understood the above policy terms.

Signature

Name

Date

An *Authorized Signatory's* signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the “Employer”), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT (“Employment Agreement”)

You will be expected to sign the Employer’s Employment Agreement. Please contact Talent for further details.

3. HARRASSMENT POLICY

Administrative Policy Release (“APR”) 213 is the Employer’s policy prohibiting harassment. Deloitte LLP’s subsidiaries located in India (“Deloitte India (Offices of the US)”) are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining *Deloitte U.S. India*.

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer’s policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years.* Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a *Deloitte Entity* or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **60 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

* This provision is not applicable for U.S. citizens (and citizens of any other country where enforcing Deloitte India (Offices of the US)’s mandatory retirement age would be prohibited by the laws of that country) for whom there is no mandatory retirement age.

In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.

- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. <https://deloittenet.deloitte.com/Pages/Home.aspx> for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **September 27, 2021**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signature

Name



Dear **Varanasi Rohit Prasad**,

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analyst** pursuant to the terms and conditions of your offer letter dated **September 27, 2021**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company. As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company. As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.

We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,

Human Resources Department

Date: October 15, 2020
Ref: LTI/HR/Campus/2021
Name: Sai Abhishek Kodi
College: Chaitanya Bharathi Institute of Technology

404

Sai Abhishek Kodi

160117735164

2021 Batch

8977293336

abhishek.kodi@gmail.com

ECE-3

2020-21

OFFER OF EMPLOYMENT

Dear Sai Abhishek Kodi,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.5,01,974/-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. Increments and Promotions

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. Overseas Deputation/International Assignment

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. Documents

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltiinfotech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

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

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

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

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

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Sr. Manager - Campus
Recruitment

I have read the letter and accept the same.

Aug 20/10/2020
Signature and Date

ANNEXURE-1

Name : Sai Abhishek Kodi		Date : October 15, 2020
Salary Grade : GET(II)-New		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	425,602	35,466
Annual Incentive	40,000	
B. Total Variable (PA)	40,000	
C. Total Target Cash (A+B)	465,602	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaime Premium	6,108	
D. Retirals & Other Benefits	36,372	
Cost to Company (CTC) C+D	501,974	

Medical Insurance Premium:

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

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

Notes:

1. Basic will be reckoned for PF, Gratuity (if applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

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

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

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

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

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

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

ANNEXURE-2

Eligibility Criteria for Engineering - Year 2021 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2021)	Less than 24 years
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA. NOTE: • SSC /HSC should have cleared in <u>FIRST ATTEMPT</u> only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, <u>final semester</u> should have cleared in <u>FIRST ATTEMPT</u> only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation, Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above <u>OR</u> Equivalent CGPA • For the interview process, an aggregate of 60% & above <u>til the results of the last conducted examination</u> will be considered • Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester results. • Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule) • Conversion from CGPA into Percentage must be calculated as per your respective University norms • Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation, Post Graduation)	• Not more than 2 active/live backlogs allowed during the interview process • All backlogs (if any) must be cleared <u>with the final semester exams</u> • All final semester subjects <u>must be attempted and cleared in the First Attempt</u> (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course) • Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2021 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization

Self Declaration

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
3. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.
4. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.
5. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months from the date of my Interview process.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Candidate Signature: _____ *Sai*

Name: _____ **SAI ABHISHEK KODI**

Institute Name: _____ **CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY**

Mobile No: _____ **8977293336**

Date of interview process: _____ **18/09/2020**



Deloitte Consulting India Private Limited

Opposite to Meenakshi Tech park,
4th Floor, Survey No 41, Gachibowli
village,
Ranga Reddy, Hyderabad,
Telangana – 500032

Tel: +91 040 67621000
www.deloitte.com

08/25/2021

Mr. Kondoju Sai Kiran
5-15-Ti0012, Tirumala Nilayam, Sri Hills Colony,
Behind Sai Baba Temple, Tirumala Nagar, Hyderabad.,
Hyderabad - 500058

Subject: Offer of Employment

Dear Kondoju Sai Kiran:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **September 27, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000/-** subject to your reporting for full-time employment on **September 27, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from

time to time. Deloitte LLP and its U.S.-based subsidiaries (the “Deloitte U.S. Firms”) require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer’s Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **September 27, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

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

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Kondoju Sai Kiran, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:

Chandra Shekar Heggannur Shivaramu

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Authorized Signatory



Deloitte Consulting India Private Limited

Office Premises bearing no.201, 202, 203, 204, 205 and 206, Fairmont, Level 2, 2nd Floor, High Street, Hiranandani Business Park, Powai, Mumbai Suburban, Maharashtra – 400076

Tel: +91 022 61137000
www.deloitte.com

08/27/2021

Mr. Majji Sai Panindra Santosh Kumar
8-4-300/3,3/1&3/A, Flat No.6G05, Vasavi Brindavanam
Motinagar, Erragadda,
Hyderabad - 500018

Subject: Offer of Employment

Dear Majji Sai Panindra Santosh Kumar:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Mumbai**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **September 27, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000/-** subject to your reporting for full-time employment on **September 27, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from

time to time. Deloitte LLP and its U.S.-based subsidiaries (the “Deloitte U.S. Firms”) require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer’s Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **September 27, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

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In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Majji Sai Panindra Santosh Kumar, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:
Chandra Shekar Hegganur Shivaramu
3B1A6F28ED49476...

Authorized Signatory

Mr. Majji Sai Panindra Santosh Kumar

Acceptance

I, **Majji Sai Panindra Santosh Kumar**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:

9EB62BE89821487...

Signature

08/27/2021

Date



Date: May 31, 2021

Ref: LTI/HR/Campus/EN7/2021

Name: Saiteja Reddy Pidugu

College: CBIT

OFFER OF EMPLOYMENT

Dear Saiteja Reddy Pidugu,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee** .

During the initial training period of 12 months, your CTC including all benefits will be **Rs.8,02,629 /-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

In the event that the compensation package requires restructuring in order to comply with the proposed Code on Social Security, 2020, your compensation will be restructured in a manner that will be cost neutral for the Company.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. **Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. **Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. **Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

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You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltinfoltech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

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

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

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

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

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Director - Campus
Recruitment, Learning
& OD

I have read the letter and accept the same.

Signature and Date

ANNEXURE-1

Name : Saiteja Reddy Pidugu		Date : May 31, 2021
Salary Grade : GE1		
Components	Rs. p.a.	Rs. p.m.
Basic		21,000
Bouquet of Benefits		35,958
A. Base Salary (PA)	683,496	56,958
Annual Incentive	70,000	
B. Total Variable (PA)	70,000	
C. Total Target Cash (A+B)	753,496	
Provident Fund (PF)	30,240	2,520
Gratuity	12,120	1,010
Mediclaime Premium	6,773	
D. Retirals & Other Benefits	49,133	
Cost to Company (CTC) C+D	802,629	

Medical Insurance Premium:

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

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

Notes:

1. Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

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

Components	Limits	Remarks
House Rent Allowance (PM)	10% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Leave Travel Allowance (PA)	Rs. 10,000/-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional

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

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

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

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

ANNEXURE-2

Eligibility Criteria for Engineering - Year 2021 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2021)	Less than 24 years
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA NOTE: <ul style="list-style-type: none"> • SSC /HSC should have cleared in <u>FIRST ATTEMPT</u> only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, <u>final semester</u> should have cleared in <u>FIRST ATTEMPT</u> only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation,Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above <u>OR</u> Equivalent CGPA
	<ul style="list-style-type: none"> • For the interview process, an aggregate of 60% & above <u>till the results of the last conducted examination</u> will be considered • Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester results
	<ul style="list-style-type: none"> • Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	<ul style="list-style-type: none"> • Conversion from CGPA into Percentage must be calculated as per your respective University norms
	<ul style="list-style-type: none"> • Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	<ul style="list-style-type: none"> • Not more than 2 active/live backlogs allowed during the interview process • All backlogs (if any) must be cleared <u>with the final semester exams</u> • All final semester subjects <u>must be attempted and cleared in the First Attempt</u> (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course)
	<ul style="list-style-type: none"> • Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2021 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
3. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.
4. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.
5. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months from the date of my interview process.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Candidate Signature: _____

Name: _____

Institute Name : _____

Mobile No : _____

Date of interview process: _____



Date: May 31, 2021

Ref: LTI/HR/Campus/EN7/2021

Name: Saiteja Reddy Pidugu

College: CBIT

OFFER OF EMPLOYMENT

Dear Saiteja Reddy Pidugu,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee** .

During the initial training period of 12 months, your CTC including all benefits will be **Rs.8,02,629 /-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

In the event that the compensation package requires restructuring in order to comply with the proposed Code on Social Security, 2020, your compensation will be restructured in a manner that will be cost neutral for the Company.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. **Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. **Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. **Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltinfoltech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

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

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

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

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

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Director - Campus
Recruitment, Learning
& OD

I have read the letter and accept the same.

Signature and Date

ANNEXURE-1

Name : Saiteja Reddy Pidugu		Date : May 31, 2021
Salary Grade : GE1		
Components	Rs. p.a.	Rs. p.m.
Basic		21,000
Bouquet of Benefits		35,958
A. Base Salary (PA)	683,496	56,958
Annual Incentive	70,000	
B. Total Variable (PA)	70,000	
C. Total Target Cash (A+B)	753,496	
Provident Fund (PF)	30,240	2,520
Gratuity	12,120	1,010
Mediclaime Premium	6,773	
D. Retirals & Other Benefits	49,133	
Cost to Company (CTC) C+D	802,629	

Medical Insurance Premium:

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

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

Notes:

1. Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

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

Components	Limits	Remarks
House Rent Allowance (PM)	10% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Leave Travel Allowance (PA)	Rs. 10,000/-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional

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

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

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

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

ANNEXURE-2

Eligibility Criteria for Engineering - Year 2021 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2021)	Less than 24 years
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA NOTE: <ul style="list-style-type: none"> • SSC /HSC should have cleared in <u>FIRST ATTEMPT</u> only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, <u>final semester</u> should have cleared in <u>FIRST ATTEMPT</u> only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation,Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above <u>OR</u> Equivalent CGPA
	<ul style="list-style-type: none"> • For the interview process, an aggregate of 60% & above <u>till the results of the last conducted examination</u> will be considered • Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester results
	<ul style="list-style-type: none"> • Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	<ul style="list-style-type: none"> • Conversion from CGPA into Percentage must be calculated as per your respective University norms
	<ul style="list-style-type: none"> • Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	<ul style="list-style-type: none"> • Not more than 2 active/live backlogs allowed during the interview process • All backlogs (if any) must be cleared <u>with the final semester exams</u> • All final semester subjects <u>must be attempted and cleared in the First Attempt</u> (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course)
	<ul style="list-style-type: none"> • Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2021 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
3. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.
4. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.
5. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months from the date of my interview process.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Candidate Signature: _____

Name: _____

Institute Name : _____

Mobile No : _____

Date of interview process: _____

409



ECE-3
10017935173
2020-21

27-Apr-2021

Dear Shiva Kumar Reddy Nareddy,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Inst of Technology, Hyderabad

Candidate ID – 15088098

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.450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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.

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046389

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

OFFER & APPOINTMENT LETTER

Offer Release Date: February 15, 2022

**Dear Koram Sri Hari,
5-82, Near Laxmi cinema hall,
Cherla,, Khammam,
Telangana, India, 507133**

Dear **Koram Sri Hari**, service

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd (**herein referred as “HCL” or “Company”**), we are pleased to inform you that you have been selected for employment in our organization as Software Engineer in band E1.

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **February 15, 2022** at 9:00 A.M at the following address **Client Location** .Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure , BPO division etc. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **INR 4,75,000** per annum, outlined in [Annexure I](#).

You will be required to sign a service agreement of **24 months** with a surety amount of **INR 1.25 Lakhs**. This amount shall be payable to the Company only on the event of your separation from the company before **24 months** from the date of Joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in [Annexure II](#).

On the date of joining, you would be required to submit the documents listed in [Annexure III](#). Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

[Annexure IV](#) provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

HCL TECHNOLOGIES LTD.

Corporate Identification Number: L74140DL1991PLCO46388

B-39, Sector 1, NOIDA 201 301, UP, India.

T: +91 120 4024700, 3337000 F: +91 120 2425833

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

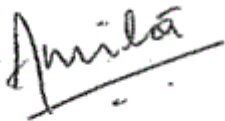
At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,
For HCL Technologies Ltd.



Amrita Das
Senior Vice President
Head-Global Rewards

Annexure 1

COMPENSATION PLAN	
Name	Koram Sri Hari
Band	E1
Designation	Software Engineer
City	Hyderabad
Monthly Components (in INR)	
Basic Salary	15,243
House Rent Allowance	7,622
Advance Statutory Bonus	-
Food Wallet	2,000
Holiday Allowance	4,166
Flexi Basket*	-
Compensatory Allowance	2,803
TOTAL: Monthly	31,834
TOTAL: Monthly Components : Annualized	382,006
Retirals & Other Benefits (in INR)	
Provident Fund	21,950
Medical Insurance Premium/ESIC	10,000
Gratuity	8,794
TOTAL : Retirals	40,744
Variable Components (in INR)	
Performance Bonus (in Rs.)	28,500
Engagement PB (paid monthly) @ 100% achievement levels	23,750
TOTAL: Variable Components	52,250
COST TO COMPANY	4,75,000
Flexi Basket Details	
	Max Sub limits (p.a.)
Fuel Reimbursement and Car Maintenance Charges	-
Leave Travel Assistance / Allowance	-
Car Lease Rental	-

TOTAL : Annual Flexi Basket	-
<i>Employee has an option of availing all, some or none of the Flexi Basket across various components as per annual limits and entitlements mentioned in the CTC sheet. Based on the individual declaration and actual reimbursements, any unclaimed amount will be paid as taxable to the individual</i>	
Insurance & Medical Benefits (in INR)	Max Sub limits (p.a.)
Hospitalization cost reimbursement limit	360,000
Term life Insurance Cover	2,000,000
Disability cover due to accident (upto)	1,800,000
NOTE:	
1. Flexi Basket is only applicable in E2+ employees	
2. All salary components are governed by the company policies and statutory guidelines.	
3. This salary sheet is strictly confidential and must not be discussed with anyone other than your HCLT Reporting Manager and/or your HR Manager.	
4. Any personal tax liability arising out of compensation will be borne solely by the employee.	
5. Gratuity to be payable as per act	

ANNEXURE II**Welcome aboard...**

It is often said that an organization can grow only if it empowers its employees to grow! At HCL, we consciously realize this fact and have developed a five-fold path for individual enlightenment that not only covers basic monetary benefits for HCLites, but also takes care of their professional growth by providing empowerment, knowledge, recognition, transformation and support.

Following are the terms and conditions that refer to our offer of employment to you, this is to be read in conjunction with the offer letter as attached.

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT**1. Location**

As you are aware that HCL is coming up with IT/ITES SEZ Operating Units in some cities; till the time SEZ campus becomes operational, you may be assigned to another facility in the city of posting - Hyderabad.

2. Medical Check up

Your employment is subject to you being declared medically fit by the company doctor.

3. HCLT Training Program:

Training (classroom/on the job) sessions will be conducted after your joining.

The training period may be either extended or may be deemed completed earlier, at the discretion of the Management.

You shall continue to be under probation, unless specifically confirmed in writing.

4. Increments and promotions

Your growth in terms of role, compensation etc. in the company will solely be based on your performance. Unless notified in writing, you will be deemed as "confirmed" on completion of your probation period i.e. 12months from date of joining. Subsequently, your annual performance appraisal and compensation review will be aligned and effected from the first day of the subsequent quarter thereafter.

5. Notice Period/ Separation

Your employment with the Company can also be terminated either by the Company or by you by giving the other party **90 days'** advance notice. If the Company terminates the employment and decides to relieve you before the completion of the notice period, the "Basic" component of the salary for the balance notice period would be paid to you. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the "Basic" component of the salary for the balance notice period. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company. Further, the aforesaid requirement of 90 days' notice may be extended, if mutually agreed by you and the Company.

On termination of your employment for any reason, you shall comply with the Company's termination procedures, sign all documents and return all Company property. The Company will not be bound to pay the dues, if any, till you have completed all the separation procedures.

6. Agreements

You may be required to sign necessary agreements with the Company or any other client as required and complete various formalities as per the agreements at the time of joining and during the tenure with the company.

You may also be required to sign other Agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company as also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

7. Background and Reference Check

- The company will undertake the background verification / validation process of employees in terms of education, previous employment(s), criminal verification, database and web searches, address verification, claims made against achievements in the resumes/CVs of the employees etc. with the help of a third party as and when required. You would be required to submit photocopies of documents detailed in Annexure III to facilitate the joining and background verification process.
- The company may also undertake reference check through at least two professional references submitted during the process of selection. • In case the Prospective Employees fails to submit any document required for conducting background verification, they will not be considered for hiring. If the Prospective Employees fails the background verification, appropriate actions including withdrawal of offer of employment will be taken basis the recommendations given by the background verification team & in line with HCL policies.

8. Working Hours

You will be governed by the normal working hours as existing in the company. You may be required to work in shifts and/or in extended working hours, as permitted by law, if required as per business needs. The same are subject to change from time to time.

9. Mobility

The Company may require you to perform duties and undertake assignments for the Company in any part of India or abroad, whether at the Company's premises or that of its customers/clients. You are also liable to be transferred to any office or branch of the Company anywhere in India or abroad. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises.

10. Deputation/ Transfer

Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.

11. Retirement

You will retire from service on attaining superannuation at the age of 55 years.

12. Other benefits

You shall be eligible for other benefits related to leaves, perquisites etc. in accordance with the prevailing terms of employment in the Company. Notwithstanding the above, the Company reserves the right to change the above-mentioned benefits as and when it deems necessary and you will be notified accordingly.

13. Correctness of the Details Furnished

You have been appointed on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

14. Data Protection:

- a. The Employee consents to the holding & processing of personal data provided to the Employer for all purposes of the administration and management of his/her employment and/or the Company's business.
- b. The Employee hereby agrees to his/her personal data being collected & the same being transferred, stored and processed by the Company in India and any other countries where the Company, its Group Company and Company Clients have offices, in accordance with the applicable laws.
- c. The Employee also agrees that the Company may make such data available to its advisors, other agencies, such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and various regulatory authorities.
- d. During employment, the employee will have the right to amend/modify/alter his/her personal information. The employer will exercise all reasonable diligence for safeguarding personal information, as have been disclosed by

the employee. It is clarified that the said obligation will not be applicable in case of legally compelled disclosures.

- e. The Employee further acknowledges and agrees that the Employer may, in the course of business, be required to disclose personal data relating to him/her, after the end of his/her employment to any group/statutory bodies/authorities as required under applicable law/requirements. However, any personal data, which is no longer required, will be deleted without undue delay.

15. Other Rules and Regulations of the Company

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

Further, during the period of your employment with HCL, you will be required to inter alia comply with the Company’s Code of Business Ethics & Conduct, Anti Bribery & Anti-Corruption, Business Gift and Entertainment Policy and failure to do so shall entitle HCL to take appropriate disciplinary action which may lead & include up to termination of your employment with HCL.

You agree not to undertake employment whether full time or part time, as the Director/ Partner/member/employee of any other organization or entity engaged in any form of business activity without the consent of HCL . The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at the discretion of the company.

Annexure III

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED ONLINE TO FACILITATE PRE-EMPLOYMENT BGV (BACKGROUND VERIFICATION / VALIDATION) AND APPOINTMENT PROCESS IN HCL	
S.No.	Particulars (To be submitted to the Recruiter/Online of the BGV link)
1	Highest Qualification - Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	Permanent/Current Address Proof – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	Previous Employer – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	Identity Verification - Copy of valid passport and PAN card required
Additional documents (To be submitted on request – Only if required)	
<ol style="list-style-type: none"> 1. Highest Qualification- Admit card, college and university official’s (Registrar and Director) detail 2. Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer’s active address. 	
<u>Things to Remember</u>	
<ol style="list-style-type: none"> 1. The information provided in Resume and background verification form must be same. 	

- 2.** Information provided in background verification form must be accurate.
- 3.** Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP).
- 4.** Any Gap in Employment or Education must be informed explicitly to the recruiter.

Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.

List of Documents required for joining / induction day (Hard Copies)

S. No	Document Name	Number of Photocopies
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)	1
2	Extension Letter (if the Date of Joining in the offer letter is past dated)	1
3	Passport –Front copy only - for Name & DOB proof.	1
4	10 th Mark sheet, only if passport is not available.	1
5	PAN CARD as ID Proof (Only if passport is not available)	1
6	Passport Size Photographs (Only with white background)	3

- Please ensure all documents are **Self-attested** (Photocopies).
- Please ensure that the photocopies are clearly visible as dark and hazy photocopies are not accepted.
- Please avoid clicking pictures of documents and taking printouts.
- Please do not send soft copies through Emails.
- Please bring a copy of your Aadhar card on the Induction day, so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required on the induction day.
- Induction Timings are **0900 to 1830** IST.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- All storage Media Devices e.g. laptop, Pen Drives etc. are not allowed inside the campus.

You are required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining as following:





Location of HCL Onboarding Team for joining formalities:



S. No	Location	Address
1	NOIDA	Mondays and Thursdays: Triveni Induction Room, First Floor, KNMA Tower, Gate number 1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India) Tuesdays, Wednesdays and Fridays: Akashi Induction Room, Ground Floor, Tower – 1, Gate number -1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India)
2	CHENNAI	HCL Technologies Ltd,Sez Unit-2 (Sdb2 Buid), Eclot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkam High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd, SAL (602), 6th Floor, Tower 4, Special Economic Zone (SEZ), 129, Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore – 562 106
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd,Special Economic Zone, Phoenix Infocity Pvt Ltd, H-01, Level -2 , Hitec City 2-Survey No. 30,34,35 & 38, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd,Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd,Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd,HCL IT City, SDC-01, 2nd Floor – Induction Room, Chack Gajaria Farms, Sultanpur Road, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Sez Unit-1, Tower-1, Elcot, Special Economic Zone, Survey No. 1/2, 1/3, 1/19, 1/20, 4/1, 2/1, 2/2, 4/2, & 5, Plot No. 5&7,Ilandhaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur
11	Coimbatore	State Street Hcl Services Human Resources Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526
12	Vijayawada	State Street HCL Services Private LimitedMedha IT Towers,Third Floor,Kesarapalli,Gannavaram,Krishna District 521102

ANNEXURE IV

EXPLANATION OF COMPENSATION STRUCTURE AND EMPLOYEE BENEFITS

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components have been categorized under the following broad heads:

-  Basic Salary
-  Monthly Allowances
-  Variable Pay
-  Retirals & Insurances Benefit

 **Disclaimer:**
 **Your individual compensation structure may not necessarily have all the components as applicable to the respective Band.**

The details for each component falling under these heads are explained as following:

BASIC SALARY

The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

MONTHLY ALLOWANCES

- **House Rent Allowance (HRA):** The HRA is payable maximum Up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.
- **Food Wallet:** Food Wallet is a voluntary benefit and is applicable for payments related to food and non-alcoholic beverages only. Once enrolled, the benefit should be availed within HCL Cafeterias or food joints outside HCL campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.
- **Holiday Allowance:** Holiday Allowance is payable maximum up to INR 50,000 spread over 12 months.
- **Advance Statutory Bonus:** Applicable where monthly gross does not exceed INR 21,000 (excluding variable component) as per the Payment of Bonus Act.
- **Compensatory Allowance:** Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.
- **VARIABLE PAY**

The scope of "Variable Pay" in your compensation structure will be governed based on your "employee group" in HCL.

Performance Bonus (PB):

Performance Bonus (PB) is payable in accordance with the Company's Bonus Policy (sales / delivery / functional support) as applicable at that time. The quantum of pay-out will be subject to the current year's Bonus Policy and will be calculated based on your individual contributions against your Key Performance Parameters (KPP) as well as the company's performance.

PB is payable at the end of the performance review cycle. To be eligible for the bonus pay-out, you need to be active on the rolls of the company at the time of reward distribution as per Performance review and Reward cycle.

Engagement Performance Bonus (EPB): Engagement Performance Bonus is a variable component payable on a monthly basis. This component allows employees to participate and take control of delivery excellence in their respective engagements. Payout of EPB will be based on EPB guidelines as applicable to the respective engagement.

RETIRALS & INSURANCES BENEFIT

You and your dependents will be covered under Social Security as per the law and Insurance Benefits policy offered by the company. The amount mentioned under 'Insurance and Medical Benefits' in your compensation structure is applicable towards various insurances (Medical Insurance, Term Life Insurance, Personal Accident Insurance).

Medical Insurance: Some of the salient features of the Group Health Medical Insurance policy are as follows

- The policy covers Hospitalization expenses and Maternity expenses.
 - By default, the employees (who are not covered under the ESI Act, 1948] will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed), additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.
 - The premium payable depends on the dependants declared.
 - The hospitalization coverage limit will be same as defined in compensation structure.
 - Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
 - You may refer 'Medical Insurance policy' for further details.
- **Coverage under ESI:** The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees' State Insurance Act, 1948**.

Employees covered under ESI would not be covered by default under HCL's medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

*The employee & employer contribution will be payable as per current prescribed rates under ESI Rules.

- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCL contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.

*The percentage and amount is in compliance with the current PF Act.

- **Gratuity:** As per statutory requirements, it is employer's statutory liability to pay 15 days Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.
- **Term Life Insurance (including EDLI):** At HCL, you will be covered under the Term-life Insurance which provides safety net to family in case of death of the employee due to any reasons. The applicable amount is mentioned in your offer letter.

HCL TECHNOLOGIES LTD.

Corporate Identification Number: L74140DL1991PLCD46388

B-39, Sector 1, NOIDA 201 301, UP, India.

T: +91 120 4024700, 3337000 F: +91 120 2425833

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

- **Disability Insurance:** You are also covered against any permanent or partial disability that may arise due to an accident. The amount payable by Insurer for a disability shall depend on nature of the disability. The amount mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

Disclaimer

You will be liable to pay all applicable taxes on your income as per the local laws. You will also be responsible for filing your personal Income Tax returns. You acknowledge that the Company is not in any way influencing, guiding, suggesting on aspects of taxation or tax saving measures in any form and that the same is individual's decision / personal choice. Please note that all components mentioned above may or may not be a part of your compensation structure. HCL reserves the right to alter, append or withdraw the benefits extended either in part or in full based on management's discretion.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

HCL Technologies will correspond with you on the address & contact details mentioned below :-

**Permanent Address: 5-82, Near Laxmi cinema hall,
Cherla,, Khammam,
Telangana, India, 507133
Email ID: ugs17174_ece.sri@cbit.org.in
Telephone Number: 7997591088**



08-Apr-2021

Srinivasa Bharadwaj Chakilam

B.Tech/B.E. Electronics and Communication Engineering

Chaitanya Bharathi Inst of Technology,Hyderabad

Dear Srinivasa Bharadwaj,

Further to our offer for the position of Programmer Analyst Trainee and in response to your confirmation into the Internship opportunity we had extended, we are pleased to offer you an **Internship** with us for **a period of 3 to 6 months**, during which you will be offered a stipend Amount of **INR 12000/-** per month based on the Internship performance and completion.

Actual Internship dates and duration would be based on the business demand aligned skill tracks offered to you and would be shortly communicated to you.

Cognizant Internship being a pre joining skill and capability development program, it would form a critical part of your employment with Cognizant.

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The performance during Internship would be monitored through formal evaluations.

The Cognizant Internship completion would qualify as the entry criteria to your post joining training program and would be used as basis towards your allocation to projects/roles.

Prior to joining Cognizant, you must successfully complete the prescribed Internship program. In event of non-completion of the Internship, Cognizant may at its sole discretion revoke this offer of employment.

Please also note that:

- The Internship Training will be done from Monday through Friday for 8 hours from 9 am to 6 pm (IST).
- Interns are covered under Cognizant's calendar holidays of the respective location of internship and you would need to adhere with attendance requirements. Pre-approvals are to be sought towards unavoidable leave or break requests from the program.
- There would be zero tolerance to plagiarisms and misconduct during the internship.
- You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.
- You may be required, to travel to other locations within India if there is a business need as per your internship plan
- Cognizant reserves clauses regarding IT infra if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant GenC program terms and conditions from time to time

At the time of your reporting for the internship, you will be required to sign a Non - Disclosure Agreement with the company. During the course of your Internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority.

You will also be required to submit the following documents at the time of reporting;

- Photocopy of your Passport & Visa

- Photocopy of your Certificates / Mark Sheets in support of your Educational Qualification(s)
- 2 Passport-size photographs
- Pan Card
- Aadhar Card
- Personal individual bank account from a nationalized bank for processing stipend

Please do not hesitate to call us for any information you may need.
We wish you good luck.

Yours sincerely,

For **Cognizant Technology Solutions India Pvt. Ltd.**,



Suresh Bethavandu

Global Head-Talent Acquisition

I accept the terms and conditions of the offer as mentioned above.

Signature:

Date:



Deloitte Consulting India Private Limited

Opposite to Meenakshi Tech park,
4th Floor, Survey No 41, Gachibowli
village,
Ranga Reddy, Hyderabad,
Telangana – 500032

Tel: +91 040 67621000
www.deloitte.com

Mr. Goriparthi Venkata Sai Laxman
3-101, Srinivas Nagar Colony, Near Annapurna Grape Garden, Kompally
Medchal District,
Secunderabad - 500014

Subject: Offer of Employment

Dear Goriparthi Venkata Sai Laxman:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **September 27, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000/-** subject to your reporting for full-time employment on **September 27, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from

time to time. Deloitte LLP and its U.S.-based subsidiaries (the “Deloitte U.S. Firms”) require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer’s Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **September 27, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

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

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Goriparthi Venkata Sai Laxman, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:

Chandra Shekar Hegganur Shivaramu

8147E9EE3BD84A8...

Authorized Signatory

Mr. Goriparthi Venkata Sai Laxman

Acceptance

I, **Goriparthi Venkata Sai Laxman**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
Goriparthi Venkata Sai Laxman
481E596157FA425...

Signature

Date

Annexure A

Mr. Goriparthi Venkata Sai Laxman

Analyst

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	17,500	2,10,000
House Rent Allowance (HRA)	8,750	1,05,000
Special Allowance ^{1a & 1b}	11,867	1,42,404
Leave Travel Allowance ²	1,750	21,000
Meal Card ³	2,200	26,400
Differential Allowance(L)	5,833	69,996
Employer's contribution to PF	2,100	25,200
Total Salary (in Rs.)	50,000	6,00,000
Variable Bonus*	You will be eligible for a performance linked variable bonus. If applicable, it will be paid out on the 31st of August on the basis of your performance and performance of the business	
Medical Insurance Premium ⁴	1,870	22,440

* The Variable Bonus will vary, primarily based on your performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer on August 31st following the close of the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid on August 31st of that subsequent year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

Annexure A

¹ All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	<i>^{1a} Communication Expenses</i>	<i>^{1b} Fuel Expenses</i>
Employee in Level -	<i>Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.</i>	<i>Petrol / Insurance / Repairs & Maintenance</i>
Analyst		
	Rs.3,000/- per month	Rs.7,500/- per month

^{1a} The internet/telephone/mobile bills should be in the Employee's name.

^{1b} For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		Two Wheelers
	<= 1600 cc	> 1600 cc	
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

² The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

³ Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

⁴ Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.



Goriparthi Venkata Sai Laxman

Hyderabad

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement (“Employment Agreement”)

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office at **Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad – 500 032** (the “Employer”) as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. **Defined Terms.** The italicized terms in this agreement (the “Employment Agreement”) are defined in **Exhibit A** hereto.
2. **Pre-existing Agreements or Arrangements.** I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such *Pre-existing Agreements or Arrangements* and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer’s offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency’s decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. **Reporting of Proceedings.** Except as provided by law and except as I have disclosed in writing in **Exhibit C** to this Employment Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.
4. **Confidentiality.** I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized*

Signatory, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

5. **Third Party Information and Property.** I agree that during my *Employment*, I shall not use or disclose any Confidential Information or Intellectual Property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.
6. **Authorization.** Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.
7. **Competing Activities and Conflict of Interest.** During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.
8. **Authorization to Access Systems and Electronic Communications and use of Deloitte Property.** I understand that while employed with a *Deloitte Entity*, I will use and have access to the *Systems*. I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my *Electronic Communications* and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (e.g., emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my

possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. **Security.** I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. **Ownership of Works.**

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10(b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the

period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. **Pre-existing Creations; Personal Creations.** My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B**, and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.
12. **Post-Employment Restriction re: Clients.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, for a period of one year following the termination of my *Employment* for any reason, I will not, directly or indirectly, solicit or provide services to any client or prospective client of a *Deloitte Entity* to which I provided (or participated in a proposal to provide) services during the two-year period prior to termination of my *Employment*.
13. **Exceptions to Post-Employment Restriction re: Clients.** I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.
14. **Future Employment with Clients.** Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities*

remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. **Restriction re: Personnel and Contractors.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated, (b) participate in the hiring or admission of any *Personnel*, or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.
16. **Post-Employment Restrictions re: Deloitte Property.** Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a *Deloitte Entity* to remove such *Deloitte Property*.

OTHER POST-EMPLOYMENT OBLIGATIONS

17. **Transition of Work and Cooperation.** Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licensor of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.
18. **Notification of Post-Employment Obligations.** I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.
19. **Certification.** I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15 and 16 of this Employment Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. **Equitable Relief and Attorney's Fees.** I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15, or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte*

Entity is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. **Liquidated Damages: Client Fees.** I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to 50% of all fees received by me (or any person or entity with which I am associated) in connection with such breach. Such percentage shall be paid within thirty days after each fee payment is received and in respect of all services in connection with such breach during the two years following the termination of my *Employment* for any reason.
22. **Liquidated Damages: Compensation.** I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.
23. **Right of Inspection.** I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. **Governing Law; Choice of Forum.** This Employment Agreement is deemed to have been executed in the Employer's office in [HYDERABAD: Hyderabad, Andhra Pradesh, India] [MUMBAI: Mumbai, Maharashtra, India] [BENGALURU: Bengaluru, Karnataka, India] [GURGAON: Gurgaon, Haryana, India] and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.
25. **Modifications.** My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.
26. **Severability.** Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to

the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. **Blue-Penciling.** If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefor another provision that is legal and enforceable and that achieves the same objective.
28. **Waiver.** None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.
29. **Entire Agreement.** This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.
30. **Transfer and Assignment.** Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 8, 10, 11, 12, 14, 15, 16, 17, 18, 19, and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.
31. **Headings.** The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

I have read the foregoing, understand it, and agree to comply with its terms.

For Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Effective as of **September 27, 2021**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Signature

Name

EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the “Deloitte U.S. Firms”), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited (“DTTL”) or any member firm of DTTL or affiliate thereof (collectively, the “DTTL Member Firms”) or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term “control” (including the terms “controlled by” and “under common control with”) means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems*, equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a *Deloitte Entity*, and (3) it does not result from any work performed by me and the *Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual’s name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes *PII* when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual’s name is used with *PII* that is not business contact information, it is included in the definition of *PII*.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any *Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement,

including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United States Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the *PCAOB*, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a *Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my *Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

[none, unless otherwise specified]

ACCEPTED AND AGREED TO:
DELOITTE CONSULTING INDIA PRIVATE LIMITED



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Date

An *Authorized Signatory*'s signature is required only if *Pre-existing Creations* or *Pre-existing Agreements or Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that *Pre-existing Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the *Intellectual Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements or Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements or Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

EXHIBIT C

Proceedings

[none, unless otherwise specified]

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

Signature

Name

Date

EXHIBIT D

Exceptions to Post-Employment Restrictions: re: Clients

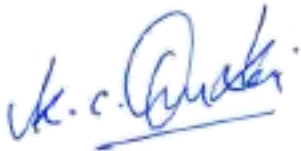
[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

Name of Client

Specified Kind of Services(s) Permitted

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

I have read and understood the above policy terms.

Signature

Name

Date

An *Authorized Signatory's* signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the “Employer”), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT (“Employment Agreement”)

You will be expected to sign the Employer’s Employment Agreement. Please contact Talent for further details.

3. HARRASSMENT POLICY

Administrative Policy Release (“APR”) 213 is the Employer’s policy prohibiting harassment. Deloitte LLP's subsidiaries located in India (“Deloitte India (Offices of the US)”) are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining *Deloitte U.S. India*.

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer’s policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years.* Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a *Deloitte Entity* or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **60 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

* This provision is not applicable for U.S. citizens (and citizens of any other country where enforcing Deloitte India (Offices of the US)’s mandatory retirement age would be prohibited by the laws of that country) for whom there is no mandatory retirement age.

In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.

- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. <https://deloittenet.deloitte.com/Pages/Home.aspx> for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **September 27, 2021**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signature

Name



Dear **Goriparthi Venkata Sai Laxman**,

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analyst** pursuant to the terms and conditions of your offer letter dated **September 27, 2021**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company. As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company. As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.

We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,

Human Resources Department



Temenos Offer

September 28, 2021 (MM/DD/YYYY)

Dear Satish Kumar Kolla
H no 1-59/50, Plot no 50, New colony,
Miyapur, Hyderabad,500049

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

- 1.Position: **Software Engineer**
- 2.Band: **A**
- 3.Job Family: **Support Analysis**
- 4.Department: **PACS**
- 5.Reporting to: **Suresh Kumar Sundaram**

6.Job Description: Job Description:

Understand the working of the specific product – application(s) in which expertise needs to be built through training programs including on the job training, class room training and training material available on the knowledge collateral(s).

Primary responsibility will be to facilitate solution to the tickets logged. It includes analysis of the ticket logged, updating clients and stakeholders through appropriate channels in every stage of resolution & providing an agreeable solution.

Responsibility in detail:

Understand the details in ticket logged. Validate the completeness of information provided and if required, collect further information from client. Use the collected information to analyze the problem threadbare.

When identified as a bug, do comprehensive documentation including product analysis of defect ,elaborating the root cause and possible resolution for the defect. Provide additional information that would help Development team to fix and test the problem effectively.

In case of non-defects, educate client with adequate information & procedures on how to handle the scenario/meet the requirement .

Act as the technical reference point during software implementation/upgrades. Provide guidance and support to client IT teams.

Contribute to Knowledgebase through FAQ's and HowTo's.

Develop/Enhance Tools that will help in reducing the analysis time and boost customer experience. Best tools has fair chance of getting integrated to Core product

Available to perform onsite analysis of tickets at client places. Typically this would be required during the milestone period of the client like Go Live of implementation, branches, and Upgrade.

7.Date of joining: **October 29, 2021 (MM/DD/YYYY)**

8.Probation: There will be a standard 6-month probationary period at the end of which the probationary period will automatically terminate unless intimated to you otherwise.

9.Termination: During probation one month notice and After probation, three months notice must be given should either party wish to terminate employment. However, any misdemeanor or misconduct will justify immediate dismissal without notice or compensation.

10.Working Hours: 8 hours per day, 5 days per week (Mon to Fri). Working hours may be subject to change following business requirements.

11.Place of work: 9th Floor, B 6- South Tower, Divyasree Orion,Sy.No.66/1, Hyderabad, TELANGANA 500032 IND. You may however be required to take up assignments with subsidiaries of the group and/or our clients, which may include travel within India or abroad.

12.Vacation: Grant of leave will be governed by the provision of Leave Policy prevailing in Temenos India. You will be eligible for 12 days each of Paid Casual leave, Sick leave and 15 days of Privilege leave for every calendar year. There is a provision to accumulate privilege leave, subject to a maximum limit of 60 days. Apart from this you will also be entitled to statutory public holidays.

13.Insurance: You will be entitled to the standard group medical insurance cover taken out by the company. It includes Group Medclaim (GMC), Personal Accident (PAC) and Group Term Life (GTL).

14.Confidentiality: All matters, information or work undertaken by you in the course of your employment are confidential and you shall not release to third parties or make known any such matters, information or work without the prior written consent of the company.

15.Company's Procedures: Temenos has a Group Policy for staff that contains the company's operating rules and procedures. You shall abide to them.

16.Training: You will be provided adequate classroom training and the duration of training would be purely based on the business requirement. Based on the business requirement, period of training will vary or get extended. Your confirmation and continuation of employment will be primarily based on your performance in the training and your meeting the training criteria during and at the end of training. The criteria will be decided based on the type of training. During the Training / probation period, 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 week notice.

17. Training Agreement : At the time of joining, you need to sign the the Training Agreement, which stipulates a condition that you have to serve the company for a minimum period of two (2) years after the Training period. Failing which you will be required to reimburse the company an amount of INR 300,000/- (Rupees Three Lakhs Only) towards the cost of Training/Training Certification and all other costs related to training.

18.Product Knowledge Incentive: As part of Product Knowledge upgrade program, all employees working in Temenos Products will be assigned the Product Knowledge objectives after completing the probation period. Objectives will be set on quarterly / annual basis and the payment will be made only to those successfully achieved their Product Knowledge Incentive. You may need to discuss with your Manager on the same after joining Temenos. More details related to Product Knowledge Incentive is available in Temenos Intranet Portal.

19.Passport: You will need to produce the photocopy of the passport or receipt for having applied for the same.

20.Background Checks: The company at its sole discretion may conduct background checks, prior to or after your joining

service in Temenos, verify your identity, the address you reside in, your educational qualifications and details to your prior employment/s, if any, as mentioned in your application form / Offer Annexure, and conduct any criminal checks / records. You expressly consent to the company for conducting such background checks. You will be required to furnish documents as specified in “Offer Annexure” towards the background checks. If the company is not satisfied on the outcome of your background checks, the company at its sole discretion, reserves the right to withdraw this offer without any notice and may request for compensation or will take appropriate action against you, including, but not limited to termination of your employment. While conducting background checks, if there arises any doubts regarding any of the details furnished by you in the Offer Annexure, the company may at its sole discretion, ask you for further information to validate the facts or to substantiate the details that you have earlier provided to the company, to take appropriate action.

21. Validity of the Offer: Offer of employment is subject to the following

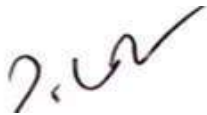
a. Clearance by the company doctor based on the “medical examination”.

b. This offer of employment shall be valid till October 29, 2021 (MM/DD/YYYY). Upon receiving this offer letter, you are requested to communicate your acceptance on the Cornerstone portal. You should join latest by October 29, 2021 (MM/DD/YYYY).

c. In case you do not communicate your acceptance of the offer or do not join duties on the date mentioned above, the offer contained in this letter shall stand automatically cancelled, unless specifically extended by Temenos India, in writing or by email.

Please acknowledge your offer acceptance in Cornerstone to indicate your agreement to these terms and consideration of employment. Formal Letter of Employment will replace this letter after you have joined Temenos India.

Yours sincerely,



T. Sethu Rathinam
Vice President – Human Resources

ANNEXURE I - Salary Structure

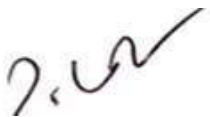
Your salary structure would be as indicated below:

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

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

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

Yours sincerely,



T. Sethu Rathinam
Vice President – Human Resources



Salary Components:

a. **HRA:** Eligibility as per statutory requirements.

b. **Basket of Allowances (BOA):** BOA offers you the flexibility to design your salary structure within the defined tax framework, twice (Every April and after salary revision / After Joining) in a financial year. HRA, Professional Development Allowance, Telephone Reimbursement, Fuel Reimbursement, LTA, Children Education allowance and Hostel Allowance are part of BOA.

c. **Product Knowledge Incentive (PKI):** As part of Product Knowledge upgrade program, all employees working in Temenos Products will be assigned a set of Product Knowledge objectives for completion every year. This will kick in once you complete the 6 month probation period. Objectives will be set on quarterly / annual basis and the incentive would be paid on completion against the designated timeline. Your reporting manager would discuss with you on this after your confirmation.

a **Professional Development Allowance :** Maximum eligibility – 10% basic salary. Receipts will be collected on an annual basis and if receipts are not provided, it will be considered as taxable income.

b **Telephone Reimbursement :** INR 2,000/- per month is the maximum eligibility. Receipts will be collected on an annual basis and if receipts are not provided, it will be considered as taxable income. Amount spent on Land line / Mobile / Data services can be claimed. Bills should be in your name for claiming tax exemption. If the Employee avails Broadband connection charges from the company under reimbursement mode or company paid Data Card or Company paid mobile, they are not eligible to avail this tax exemption component

c **Fuel Reimbursement :** Applicable to all. Fuel Reimbursement can be claimed for Two-Wheeler OR Four-Wheeler. Below Manager Level – INR 2,000/- per month. Above Manager Level– INR 12,000/- per month. Amount spent for Fuel, Insurance and maintenance can be claimed via Oracle expenses on a quarterly basis. Unclaimed amount will be paid to you on quarter end as a taxable income.

Employee claiming for Fuel Reimbursement for Two wheelers, the maximum amount is restricted to INR 2500/-

d **LTA :** One Month Basic will be the LTA amount. Administered as per Government's rules and regulations.

e **Children Education Allowance :** Eligible for 2 Children. Rs.100/- Per kid per month

f **Hostel Allowance :** Eligible for 2 Children. Rs.300/- Per kid per month

Other Benefits:

c. **Provident Fund:** Employer's contribution towards the Provident fund. **Gratuity:** Eligibility & Payment as per statutory requirements.

d. **Superannuation:** The Superannuation policy will be applicable to all confirmed employees who opt for this scheme and equals the amount of contribution made by the employer subject to the maximum limit of 10% of employee basic salary.

e. **Insurance details:** You are eligible for the below schemes as per our company policy. **Group Mediclaim (GMC)** coverage of upto Rs 5,00,000/- family floater. **Personal Accident (PAC)** Coverage of upto 3 times Cost to Company upto a max cap of 30,00,000/- whichever is lower. **Group Term Life (GTL)** coverage of upto 3 times your Gross Cost to Company. Note: Benefits mentioned above are indicative but not exhaustive. please refer to the detailed policy documents on

applicability and other benefits.

I confirm I have received this offer letter and accept the terms detailed within.

Name: **Satish Kumar Kolla**



ANNEXURE II - Joining Documents Checklist

Name: **Satish Kumar Kolla**

Please refer to our Offer of Employment dated **September 28, 2021 (MM/DD/YYYY)** You may report for duty at 9.00 a.m on **October 29, 2021 (MM/DD/YYYY)** at 9th Floor, B 6- South Tower, Divyasree Orion, Sy.No.66/1, Hyderabad, TELANGANA 500032 IND.

You will be receiving an email from Connect (our HR portal for on-boarding) to complete the pre-boarding journey within 24 hours from your acceptance of our offer letter in Cornerstone. Before you enter Connect, kindly ensure that you have read the Instructions in the email received from Connect carefully and keep all the necessary information/scanned copies of the below mentioned documents ready. With regards to the experience certificate and relieving letter from your current employer, you may submit the hard copy on your date of joining and email the soft copy to aalekhya.tumuluri@temenos.com

On the date of joining, our dress code is business casuals / Indian formals. We reiterate that submission of documents detailed below is a qualifying condition for employment and no exceptions will be entertained.

1. Passport Size colour Photograph - 4 Nos. and Stamp Size Colour Photograph – 2 Nos. (Dark Shirt with White Background) and send your Passport Size Photo softcopy via email to aalekhya.tumuluri@temenos.com

2. Scanned copies of the documents listed below

- X & XII Mark sheet
- UG: Consolidated mark sheet, Provisional & Degree Certificate
- PG: (If Applicable): Consolidated mark sheet, Provisional & Degree Certificate
- Diploma / Certificate Courses / Professional Courses: Certificate Copy (If applicable)
- Passport, Aadhaar Card, Birth Certificates and PAN Card or proof of applying for the same.
- Experience and relieving letters from previous employers, previous employer UAN number or PF number if applicable.
- Previous Employer soft copy of PF Passbook or PF Statement

3. For Freshers : Two reference letters to be submitted (Not to be obtained from friends or relatives)

4. Carry extra photocopy of ID/address proof for the purpose of opening the salary account.

Yours sincerely,

T. Sethu Rathinam
Vice President – Human Resources



September 28, 2021 (MM/DD/YYYY)

Apple Diagnostic & Medical Centre,

Dear Sir,

Temenos Pre – Employment Checkup

The bearer of this letter Dear **Satish Kumar Kolla** has been selected to join our company. Please carry out the Temenos Pre-Employment Checkup and send the report directly to our office immediately. You may submit the bills to us on monthly basis, along with the copy of this letter, for settlement in due course.

Thanking You,

Yours sincerely,

T. Sethu Rathinam
Vice President – Human Resources

Branch Address:

Location -1 - Apple Diagnostic & Medical Centre

108, Prof CR Rd, opp. to AL SABA RESTURENT, Sri Shyam Nagar, Telecom Nagar, Gachibowli, Hyderabad, Telangana 500032. Time - 8:00 am to 8:00 pm

Location - 2 - Apple Diagnostic & Medical Centre

Vivekanandanagar Main Rd, Vivekananda Nagar, Kukatpally, Hyderabad, Telangana 500072. Time - 8:00 am to 8:00 pm

For appointments:

Mr. Uni krishnan

Pro@docmedservices.com

9840558250



HRD/NOBA/1002026730

Mr. Somaskanda Karthik Prapanna Vanjivakkam
H No 1-4-425/1A, Road No 12,
Sri Colony
Hyderabad - 500035
Telangana
India
Ph: (91) 70975 74591

Infosys
Navigate your next

August 2, 2021

2020-21
ECS-1
160117735302

416

Dear Somaskanda Karthik,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

HRD/NOBA/1002026730

August 2, 2021

Mr. Somaskanda Karthik Prapanna Vanjivakkam
H No 1-4-425/1A, Road No 12,
Sri Colony
Hyderabad - 500035
Telangana
India
Ph: (91) 70975 74591

Dear Somaskanda Karthik,

Congratulations! We are delighted to make you an offer as **Digital Specialist Engineer** and your role is **Digital Specialist Engineer**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **August 16, 2021**.

Location

Your location of training is **Mysore, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.*

Training Period:

The training program will consist of classroom training and on-the-job training. The duration of the classroom 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.

Probation and confirmation

You will be on probation for a period of six months from the date of completion of the training and your allocation to Unit. 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 in Annexure - III.



Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for **15** working days of leave annually, during probation. On confirmation, you will be eligible for **20** 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 financial 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 **Digital Specialist Engineer** 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 Infosys from the date of your joining and up to a period of 12 months 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. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

Compensation and Benefits

Salary

Your Fixed Gross Salary will be **INR 41,668** per month. The break-up of your salary has been provided in the Compensation Details sheet at Annexure – I.

Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year **2021-22** will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company intranet, based on your preferences and income tax plans.



National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - III 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 (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 4,00,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice period

During the probation period, 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 or salary thereof. 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".

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 Infosys requires you to furnish a copy of your passport at the time of joining. 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 Infosys. 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 **Digital Specialist Engineer** 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 Infosys. 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, at least till the penultimate semester. 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, on the intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure - II).



This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.

Yours sincerely,



RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: _____, 20____

Sign your name

Print your name Location

ANNEXURE -I

COMPENSATION DETAILS (All figures in INR. per month)				
NAME	Mr. Somaskanda Karthik Prapanna Vanjivakkam			
ROLE	Digital Specialist Engineer			
ROLE DESIGNATION	Digital Specialist Engineer			
1. MONTHLY COMPONENTS				
BASIC SALARY	20,840			
BASKET OF ALLOWANCES	13,157			
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	3,960			
MONTHLY GROSS SALARY	37,957			
2. ANNUAL COMPONENT				
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	808			
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of Basic Salary	2,501			
GRATUITY - 4.81% of Basic Salary *	1,002			
FIXED GROSS SALARY (1+2+3)	41,661			
TOTAL GROSS SALARY	41,661			
OTHER BENEFITS				
Scheme	Eligible Amount in INR.	Interest	Monthly Installment	Margin Money to be borne by the employee
SOFT LOAN	Fifty Thousand (With Security)	5%	INR 30,200	INR 30,200
	Twenty-five Thousand (Without Security)			
SALARY LOAN	One Month's Gross Salary	INR	INR 30,200	INR 30,200
All the above benefits are as per Company's policies, which are subject to change from time to time. The gratuity allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.				
* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act, 1972.				

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ANNEXURE II

NON COMPETE AGREEMENT

I, _____ do hereby acknowledge and confirm the following: -

(1) I am accepting employment with Infosys Limited ("Infosys"). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys for whom I performed services as a Company employee (each such client hereinafter referred to as a "Customer").

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purpose of this Non-Compete Agreement, "Named Competitor" shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place: _____ Employee Signature: _____

Date: _____ Employee Name : Mr. Somaskanda Karthik Prapanna Vanjivakkam

Acknowledged by Infosys Limited:



Ref: HR/2021/060

Date: 30th September 2021

Ms. Baredy Sharanya,
Bengaluru,

Dear Sharanya,

We are pleased to offer you the position of *Member Technical Staff* in our company. You will be based at *Bengaluru* or in such other company location, as the Management shall determine from time to time.

Date of Appointment

Your appointment is effective on or before **4th October 2021**

Probation Period

You will be on probation for a period of **6 months** from the date of your appointment. On completion of the probation, the company has the discretion of offering a full-time position based on performance during that period. During this period the notice period from either party shall be **One month**

Remuneration

Your gross salary (the CTC) will be Rs. 5,50,000/- (Rupees Five lakh Fifty Thousand only) per annum. The details of the CTC are provided in the attached sheet.

Salary Review

Your performance will be reviewed periodically, and salary reviews will be scheduled periodically as per the company policy.



Saankhya Labs Private Limited

Leave

You will be covered by leave, holidays, and the working hour policy as applicable

Responsibilities

In view of the position offered, the Management expects you to perform effectively and actively participate in test, design & development of company & its products and projects. Your designation is merely indicative of the responsibilities you are required to carry out. However, the company reserves the right to direct you at any time to perform any other suitable duties as deemed necessary and you shall be bound to carry out such duties.

Terms of Employment

The company expects a long and lasting professional and working relationship with you. However, if you wish to leave the company for personal reasons you are expected to serve a notice period of at least two months. Alternatively, the company also reserves the right to terminate your services with an advance notice of two months.

The above terms and conditions are subject to company policy. Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by signing the copy of this letter of offer.

For Saankhya Labs Private Limited



**Vishwakumara Kayargadde PhD
Co-Founder & COO**



I,, accept the offer extended to me by Saankhya Labs Pvt. Ltd.

(Signature with date):

Date: 30th September 2021

Name	Bareddy Sharanya	
Current Designation	Member Technical Staff	
	Amount in INR	
Salary Details	Monthly	Annual
Basic Salary	17,914	214,970
House Rent Allowance	7,166	85,988
Flexible Salary	10,748	128,982
Sub Total (A)	35,828	429,940
PF Employer Contribution	1,800	21,600
Gratuity		10,460
Medical Insurance		15,000
Food Allowance		25,000
Performance Incentive*		48,000
Total CTC	45,833	550,000
*Performance Incentive is paid after completion of two years of continuous service subject to being active on the payroll on the second anniversary date.		
Gratuity payable after completion of 5 years calculated on basic at the time of exit x 15/26 x No. of years of completed service subject to Payment of Gratuity Act		





Global Business Services India LLP

Tuesday, June 22, 2021

Abdul Althaf Raza Mohammad,
H.No - 3-72/2, Ankushapur, B
Karimnagar, Telangana - 505503.

Subject: Offer Letter

Dear Abdul,

On behalf of MassMutual Global Business Services India LLP, I am pleased to extend our conditional offer of employment, as Analyst, Data, reporting to Ugamurthy Duraiswamy, Technical Strategic Manager, MassMutual India GCC. Your work location will be at the 7th Floor, Block 1, BSR IT SEZ, Serilingampally Mandal, Nanakramguda Village, Rangareddy District, Hyderabad -500008, Telangana.

Your employment starts on Monday, August 09, 2021. Your Target CTC (Cost to Company) totaling INR 5,00,075 per annum will be comprised of:

- Basic Pay of INR 241,000 earned and payable monthly (monthly rate of INR 20,083)
- Bonus / Ex-Gratia of INR 48,200 earned and payable monthly (monthly rate of INR 4,017)
- Total Allowances, INR 152,288 (monthly INR 12,691) as allowed by law and decided at your discretion unless otherwise noted, including:
 - Housing Rent Allowance
 - Leave Travel Allowance
 - Child Education and/or Hostel Allowances
 - Meal Voucher or Onsite Meals
 - Balance allowance – Total allowance amount minus discretionary amounts you decide above
- Provident Fund (Employer Contribution) of 12% of Basic Pay. INR 28,920 (monthly rate of INR 2,410)
- Gratuity, INR 11,592 (monthly INR 966) accrued for monthly and payable at the time of termination following a minimum of 5 years of active service
- Annual target short-term incentive of INR 18,075 paid annually at the discretion of the Company

Additionally, you will be eligible for insurance benefits including medical, dental, vision and life cover (parental or parent-in-law medical cover option) and Employee Assistance Program. You are eligible for annual paid time-off of 25 days and 10 annual declared holidays.

Please note that the above employment offer is contingent upon you successfully completing the Bachelor of Engineering graduation course without any pending subjects in any of the semesters in your curriculum, at the time of joining MassMutual.

To accept this offer of employment, please print the attached letter and sign it. Please scan a copy of the signed offer letter and email it back by replying to the email or sending it to RTangirala@massmutual.com attaching the signed letter.

If you have any questions about this offer of employment, or if our understanding of your acceptance is not correct, please call me at +1 603 531-9876.

We look forward to welcoming you and are excited about the contributions you will make as we build our company. Best

Best regards,

Ravi Tangirala
Head, GCC-India

Offer Accepted By: ALTHAF RAZA Date: 23-06-2021

Althaf
23/06/21

Date: October 15, 2020
Ref: LTI/HR/Campus/2021
Name: Vamshi Krishna Motru
College: Chaitanya Bharathi Institute of Technology

20-21

160117735311

B.E - ECE

2021 pass out

vamhsi25@gmail.com

Ph.no: 8187865969.

OFFER OF EMPLOYMENT

421

Dear Vamshi Krishna Motru,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as Graduate Engineer Trainee.

During the initial training period of 12 months, your CTC including all benefits will be Rs.6,51,968/- as per the details mentioned in 'Annexure-1'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in 'Annexure-2'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. **Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. **Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. **Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

ANNEXURE-1

Name : Vamshi Krishna Motru		Date : October 15, 2020
Salary Grade : GET(VI)		
Components	Rs. p.a.	Rs. p.m.
Basic		21,000
Bouquet of Benefits		25,958
A. Base Salary (PA)	563,499	46,958
Annual Incentive	40,000	
B. Total Variable (PA)	40,000	
C. Total Target Cash (A+B)	603,499	
Provident Fund (PF)	30,240	2,520
Gratuity	12,120	1,010
Mediclaime Premium	6,108	
D. Retirals & Other Benefits	48,469	
Cost to Company (CTC) C+D	651,968	

ANNEXURE-2

Eligibility Criteria for Engineering - Year 2021 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2021)	Less than 24 years
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA NOTE: • SSC /HSC should have cleared in <u>FIRST ATTEMPT</u> only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, <u>final semester</u> should have cleared in <u>FIRST ATTEMPT</u> only. • For candidates pursuing HSC and Diploma(both), marks scored in the Diploma course will be taken into consideration.
Graduation, Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above <u>OR</u> Equivalent CGPA • For the interview process, an aggregate of 60% & above <u>til the results of the last conducted examination</u> will be considered • Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester results • Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule) • Conversion from CGPA into Percentage must be calculated as per your respective University norms • Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation, Post Graduation)	• Not more than 2 active/live backlogs allowed during the interview process. • All backlogs (if any) must be cleared <u>with the final semester exams</u> • All final semester subjects <u>must be attempted and cleared in the First Attempt</u> (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course) • Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2021 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization



Offer Letter

Name: Banothu Pavan
Date: Tuesday, September 14, 2021

Dear Mr. **Banothu Pavan**,

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an appointment with Think and Learn Private Limited (“**Company**”), on the following terms and conditions:

1. Date of Joining & Work Location: Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **Tuesday, September 21, 2021**. Your work location would be **Hyderabad / Bangalore** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

2. Term: The term of this Agreement would be for a period of 1.5 months (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of Clause 12 of this Agreement.

3. Extension of Agreement: In case of a business requirement, this agreement may be extended by another 2 weeks (over above the 1.5 months) as mentioned in Clause 2. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company, in this matter shall be final.

4. Background Check: The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-employment screening activities (including background verification and criminal history check).

5. Offer of Permanent Position: It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training and also subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation of 10LPA (7LPA fixed + 3LPA variable) for the role of BDA - Direct Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

6. Department, Designation & Reporting Manager:

Department:	Business Development (51000000)
Designation:	Business Development Trainee - Sales
Reporting Manager:	Shaik Heera Jaan Basha (TNL201608051)
Role Location:	Hyderabad / Bangalore
Sales Circle Location:	Hyderabad
BDT Training Location	Byjus - Bangalore

The training will be conducted out of BDT Training Location. Upon successful completion of the training and post your conversion, you will be posted in the Role Location.

7. Cost to the Company: Your compensation is INR 25000 per month. You are also eligible for a performance pay up to INR 2,00,000/- based on your individual targets and performance numbers during your training period.

8. Deductions: The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

- (a) Provident Fund;
- (b) Income tax deducted at source at the rates applicable;
- (c) Employment / professional taxes;
- (d) Dues to Company including loans and advances; or
- (e) Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability, and will be governed by the applicable tax laws of the country as applicable from time to time.

9. Expense Reimbursement: In addition to the aforementioned salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

10. Company Policies: You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

11. Leaves: You will be entitled to get 1 casual leave/sick leave per month. Employees whose date of joining service falls between 1st to the 15th of a month are entitled to get the leave credit for that month. Employees whose date of joining service falls between 16th to the end of the month are not entitled for the leave credit for that month.

12. Absence from duty: When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee has to report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 2* days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

*(*In case, where this agreement is extended, as per Clause 3 of this agreement, need to be read as 3 days, with no change to terms and conditions of Clause 12.)*

13. Termination: Subject to Clause 2, your services may be terminated in the following manner:

a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.

b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

14. Confidential Information: As an employee, you may come in to possession of information confidential to the Company and agree to keep

confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall at all times be bound by the provisions laid therein.

15. Intellectual Property Rights: All the intellectual property rights in the material developed by you, class material and related documents shall at all times remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title and interest over such intellectual property rights.

16. Indemnity: You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

17. General Provisions:

a. You are required to devote your entire time, attention and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall at all times deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. You will keep the Company informed of any change in your residential address, your family status or any other personal particulars relevant to your employment, as and when the change occurs.

f. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

g. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

h. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

i. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes any and all other agreements, either written or oral, between you and the Company regarding your employment.

Any modification of this letter will be effective only if it is in writing, signed by both parties.

j. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Bangalore, Karnataka

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction and opportunity in your association with the Company.

You are requested to carry the below mentioned documents on your joining date

1. 10th Mark sheet
2. 12th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Provisional Certificate/Course Completion Certificate
5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card
9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' pay slips (Only for experienced candidate)

Yours sincerely,

Think & Learn Pvt. Ltd.

Accept Job Offer by signing below

Human Resource

Signature:

This is system generated offer letter and does not require authorized signature.



Proposed Offer Letter -
Member Technical Staff -
Banswada Sumanth Reddy ➔



Inbox



Kavitha Vaidyula Yesterday

to me, Soumya, Durga, Ka... ▾



Hi Sumanth,

Greetings from Saankhya Labs!

At the outset, we congratulate you on clearing our interviews. With respect to that, we are pleased to offer you as "**Member Technical Staff - IC**" based in **Bengaluru**.

With regards to it attached is the proposed salary offer for your reference. As a token of acceptance please revert an email with the confirmation on your date of joining. Based on which I shall roll out an offer letter.

Thanks
Kavitha V
Human Resources
Saankhya Labs Pvt Ltd.



23-Mar-2021

Dear Akhilesh Thammishetty,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Institute of Tech,Hyderabad

Candidate ID – 15502344

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.450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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.

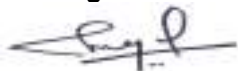
3.3 GenC Training Post joining:

- 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 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: Akhilesh Thammishetty **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.



Date: October 15, 2020

Ref: LTI/HR/Campus/2021

Name: Nagilla Praneeth Reddy

College: Chaitanya Bharathi Institute of Technology

OFFER OF EMPLOYMENT

Dear Nagilla Praneeth Reddy,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.5,01,974/-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. **Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. **Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. **Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltinfoltech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

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

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

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

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

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Sr. Manager - Campus
Recruitment

I have read the letter and accept the same.

Signature and Date

ANNEXURE-1

Name : Nagilla Praneeth Reddy		Date : October 15, 2020
Salary Grade : GET(II)-New		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
A. Base Salary (PA)	425,602	35,466
Annual Incentive	40,000	
B. Total Variable (PA)	40,000	
C. Total Target Cash (A+B)	465,602	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaime Premium	6,108	
D. Retirals & Other Benefits	36,372	
Cost to Company (CTC) C+D	501,974	

Medical Insurance Premium:

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

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

Notes:

1. Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

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

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

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

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

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

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

ANNEXURE-2

Eligibility Criteria for Engineering - Year 2021 Batch	
Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on 1st July of Passing year (2021)	Less than 24 years
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e after SSC/after HSC or Diploma. No Year drop allowed.
Course must complete in:	4 years
SSC, HSC/Diploma (if applicable) Percentages / CGPA:	60% & Above OR Equivalent CGPA NOTE: <ul style="list-style-type: none"> • SSC /HSC should have cleared in <u>FIRST ATTEMPT</u> only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, <u>final semester</u> should have cleared in <u>FIRST ATTEMPT</u> only. • For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Graduation,Post-Graduation Percentages/CGPA:	Aggregate of 60% & Above <u>OR</u> Equivalent CGPA
	<ul style="list-style-type: none"> • For the interview process, an aggregate of 60% & above <u>till the results of the last conducted examination</u> will be considered • Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester results
	<ul style="list-style-type: none"> • Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule)
	<ul style="list-style-type: none"> • Conversion from CGPA into Percentage must be calculated as per your respective University norms
	<ul style="list-style-type: none"> • Provisional/Passing Certificate(of all courses) must state First class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation,Post Graduation)	<ul style="list-style-type: none"> • Not more than 2 active/live backlogs allowed during the interview process • All backlogs (if any) must be cleared <u>with the final semester exams</u> • All final semester subjects <u>must be attempted and cleared in the First Attempt</u> (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course)
	<ul style="list-style-type: none"> • Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	2021 SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Service Agreement:	Signing a Service Agreement for a period of 2 years starting from the date of joining
Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization

Self Declaration :

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
3. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement.
4. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement.
5. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months from the date of my interview process.
(If found so, LTI may take immediate action and cancel the candidature at ANY stage)

Candidate Signature: _____

Name: _____

Institute Name : _____

Mobile No : _____

Date of interview process: _____

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

OFFER & APPOINTMENT LETTER

Offer Release Date: August 27, 2021

Dear Chowdary Vani,
H.no:2-4-1/1,pitlam base, Medak mandal, Medak,
Telangana, India, 502110

Dear **Chowdary Vani**, service

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd (**herein referred as "HCL" or "Company"**), we are pleased to inform you that you have been selected for employment in our organization as Software Engineer in band E1.

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **August 31, 2021** at 9:00 A.M at the following address **ChennaiSEZ-SDB1-U10-4F:1B,1D,2A,2B,2C** .Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure , BPO division etc. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **INR 4,75,000** per annum, outlined in [Annexure I](#).

You will be required to sign a service agreement of **24 months** with a surety amount of **INR 1.25 Lakhs**. This amount shall be payable to the Company only on the event of your separation from the company before **24 months** from the date of Joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in [Annexure II](#).

On the date of joining, you would be required to submit the documents listed in [Annexure III](#). Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

[Annexure IV](#) provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

MassMutual

Global Business Services India LLP

Tuesday, June 22, 2021

Nasreen Sulthana,
Hno- 31/5, Rajeev Gruha Kalpa, Surram X Road,
Jeddimetla, Quthbullapur, Medchal, Hyd, Telangana.

Subject: Offer Letter

Dear Nasreen,

On behalf of MassMutual Global Business Services India LLP, I am pleased to extend our conditional offer of employment, as Analyst, Quality Assurance, reporting to Kartik Ayah, Director, Quality Assurance, MassMutual India GCC. Your work location will be at the 7th Floor, Block 1, BSR IT SEZ, Serilingampally Mandal, Nanakramguda Village, Rangareddy District, Hyderabad -500008, Telangana.

Your employment starts on Monday, August 09, 2021. Your Target CTC (Cost to Company) totaling INR 5,00,075 per annum will be comprised of:

- Basic Pay of INR 241,000 earned and payable monthly (monthly rate of INR 20,083)
- Bonus / Ex-Gratia of INR 48,200 earned and payable monthly (monthly rate of INR 4,017)
- Total Allowances, INR 152,288 (monthly INR 12,691) as allowed by law and decided at your discretion unless otherwise noted, including:
 - Housing Rent Allowance
 - Leave Travel Allowance
 - Child Education and/or Hostel Allowances
 - Meal Voucher or Onsite Meals
 - Balance allowance – Total allowance amount minus discretionary amounts you decide above
- Provident Fund (Employer Contribution) of 12% of Basic Pay, INR 28,920 (monthly rate of INR 2,410)
- Gratuity, INR 11,592 (monthly INR 966) accrued for monthly and payable at the time of termination following a minimum of 5 years of active service
- Annual target short-term incentive of INR 18,075 paid annually at the discretion of the Company

Additionally, you will be eligible for insurance benefits including medical, dental, vision and life cover (parental or parent-in-law medical cover option) and Employee Assistance Program. You are eligible for annual paid time-off of 25 days and 10 annual declared holidays.

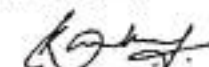
Please note that the above employment offer is contingent upon you successfully completing the Bachelor of Engineering graduation course without any pending subjects in any of the semesters in your curriculum, at the time of joining MassMutual.

To accept this offer of employment, please print the attached letter and sign it. Please scan a copy of the signed offer letter and email it back by replying to the email or sending it to RTangirala@massmutual.com attaching the signed letter.

If you have any questions about this offer of employment, or if our understanding of your acceptance is not correct, please call me at +1 603 531-9876.

We look forward to welcoming you and are excited about the contributions you will make as we build our company. Best

Best regards,



Ravi Tangirala
Head, GCC-India

Offer Accepted By: Nasreen

Date: 23/06/2021



Date: October 15, 2020

Ref: LTI/HR/Campus/2021

Name: Andugula Vasavi

College: Chaitanya Bharathi Institute of Technology

OFFER OF EMPLOYMENT

Dear Andugula Vasavi,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.5,01,974/-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. **Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. **Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. **Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Service Agreement

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

6. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltinfoltech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

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

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

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

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

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Nikhil Govekar
Sr. Manager - Campus
Recruitment

I have read the letter and accept the same.

Signature and Date

Dear BUDIDHA VINAY TEJA,

Congratulations!! We are thrilled to inform that you have been selected for the position of **Business Development Trainee** at **BYJU'S – The Learning App**.

Please reply to this mail to acknowledge and confirm your offer.

Joining Details:

Date of Joining : 09/07/2021

Role Location : Hyderabad

Sales Circle Location : Hyderabad

BDT Training Location : Bengaluru (or WFH)

Joining Location Address: Bangalore: 6th Floor, Tower D, IBC Knowledge Park, Banerghatta Road, Bangalore 95 (or WFH)

Fixed CTC during training (not inclusive of incentives): INR 3 LPA

Annual CTC post successful completion of Training: INR 10 LPA (7 LPA fixed + 3 LPA variable) for the role of BDA - Direct Sales



Offer: Computer Consultancy
Ref: TCSL/CT20203556862/Ahmedabad
Date: 18/12/2021

Ms. Hinduja Panchareddy
Hno 6-25-99 ,Dubba,
Gurbabadi Road,
Nizamabad-503002,
Telangana.
Tel# 91-7997133202

Dear Hinduja Panchareddy,

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.

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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 Xplore / 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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Hinduja 3



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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5
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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



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 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

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Hindujg 7



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

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Hinduja 8



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 Sriankan 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 :

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- *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. 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 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.

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11

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Withdrawal of Offer

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

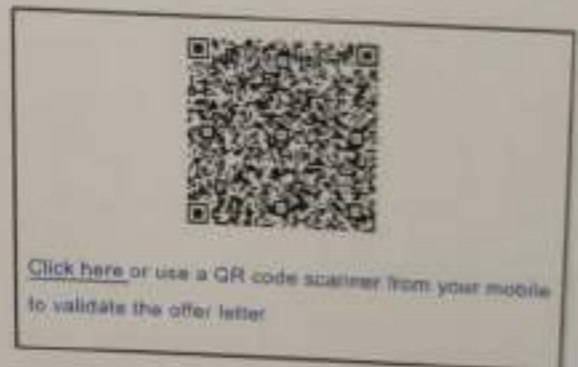
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team.

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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	Hinduja Panchareddy
Designation	Assistant System Engineer-Trainee
Institute Name	Chaitanya Bharati Institute Of Technology, Hyderabad

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

<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, CHANDAKA 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 IB building, 2nd Floor, Plot - III/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>	



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.



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.



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.



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.

Hinduja



(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.



Ref: TCSL/DT20221008755/1807958/Lucknow

Date: 30 March 2022

MS. GEETHA DHARAVATH

5-106/1 Badi Thanda,

Mondrai, Jangoan,

Telangana-506302.

Sub: Joining Letter

Dear Ms. Geetha Dharavath,

We would like to take this opportunity to extend you a very warm welcome to TATA Consultancy Services Limited (TCSL) family.

We are pleased to inform you that your joining date at TCSL will be **05th May 2022** , your joining location is **Hyderabad** and work location is **Hyderabad** . This has been provided considering your preference and business requirements.

TCS Onboarding Team will reach out to you over email in the next few days to guide you further on the onboarding process and steps to be taken to prepare yourself for onboarding.

Congratulations on completing the first phase of your learning through TCS Xplore Program. We appreciate your passion towards learning which has helped you to perform well. You are now set to experience learning through our coveted TCS Xperience Program.



TCS Xperience Program

Learning is a way of life at TCSL. The TCS Xperience Program will open a world of opportunities and help you to scale greater heights in your professional life.

The program is carefully designed to develop software engineering skills, nurture professionalism and inculcate a process mindset. This program provides the perfect platform to polish the skills you have gained through the TCS Xplore program, making you 'project ready'.

The duration of your TCS Xperience Program is based on your performance in TCS Xplore program and business requirements.

The program has regular assessments based on pre-defined learning objectives. You are expected to meet the required standards during the TCS Xperience Program. In case, the performance does not meet the expectations, the management reserves the right to either extend your program or take appropriate action.

As communicated through various forums during the recruitment process, your appointment is subject to completion of your final academic (UG/PG) course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines. You must also fulfill all the TCS eligibility criteria as stated in the Offer letter.

Kindly confirm your acceptance of this program by clicking on the 'I Accept' button in Nextstep portal. We encourage you to join us on the specified date to enjoy the benefit of timely processing and avail better opportunities.



We look forward to you joining us on an enriching career with TCSL. Together, let us take this organization to greater heights!

Gear up to experience the future!!

Warm regards,

Janardhan S
Global Head - Talent Development



[Click here](#) or use a QR code scanner from your mobile to validate the joining letter



Aug 02, 2021

keerthi pulluru

keerthikrishna1280@gmail.com / +91 91-9705921280

OFFER OF EMPLOYMENT

Dear keerthi,

Congratulations!!

With reference to your candidature and the subsequent discussions, we are pleased to offer you a position of **Software Engineer (Trainee)** with VRIZE Technologies Private Limited.

- **Designation: Software Engineer (Trainee) till end of training and certification, Software Development Engineer.**
- **Date of Joining: 16 August 2021**
- **Total CTC: Rs. 15, 000/-** per month to start with and after completion of the certification CTC **Rs. 4,00,000/-** per Annum & benefits as per company policy.

Your employment is subject to you producing acceptable certified documentary evidence of your academic and professional qualifications and will be governed by terms and conditions referred in Annexure A (Terms and Conditions of Employment) and by any other policies that may be formulated by the Company.

Your monthly salary is attached herewith in Annexure B (Compensation and Benefits) that will be effective post certification and the scope of your responsibilities is attached in Annexure C (Responsibilities)

Please sign the duplicate copy of the Letter of Employment on all the sheets at the right-hand bottom corner, and return the same to us, as a token of your acceptance.

If this offer is not accepted in writing by **August 9, 2021**, the offer will stand cancelled. By accepting the offer, you hereby consent to VRIZE initiating a pre-employment verification by a professional agency and the validity of this offer will be subject to the outcome of the verification.

We welcome you to VRIZE Technologies Private Limited Global Family and wish you all the best in your future endeavor.

Yours truly,

A handwritten signature in black ink, appearing to read "Yashika Thimmaiah", written over a horizontal line.

Yashika Thimmaiah
Chief Human Resources Officer



ACCEPTANCE

Having read the employment offer and the terms and conditions, I accept the same and this offer supersedes all prior understandings, offers or agreements, and that there are no other terms expressed or implied.

Join By (Latest): **August 16, 2021**

keerthi pulluru

Signature: _____

Dated: _____

Enclosures:

1. Annexure A: Terms and Conditions of Employment
2. Annexure B: Compensation and Benefits
3. Annexure C: Responsibilities



ANNEXURE A

TERMS AND CONDITIONS OF EMPLOYMENT

Your employment shall be subject to the terms and conditions provided here in below or any other policies that may be formulated by the company

Commencement of Employment and Duration

Your employment as **Trainee** shall commence with the actual joining date. You will devote your time, skills and attention to the work and business of the Company and shall work diligently and efficiently to promote the interests of the Company.

CODE OF CONDUCT:

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

DECLARATION:

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

NO-SHOW:

Failure to be part of the online assimilation program on **16th August 2021** shall be deemed as "No-Show". In such an event, the offer stands cancelled unless otherwise officially communicated the delay in joining.

JOB ROLES & RESPONSIBILITIES:

You shall be responsible for the performance of the functions expected of SDE and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and always comply with the directions and regulations of the Company, and in all respects.

Posting / Location

As a **Trainee**, you will be free to operate from home in Bangalore or any other location of your choice. Location is not a constraint for this role now. You may need to relocate to locations with India or abroad based on company needs and with mutual consent.



Leave and Holidays

You will be entitled to leaves and holidays as stipulated by the law of the land.

ASSIGNMENT:

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

UN-AUTHORIZED ABSENCE:

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

CONFIDENTIALITY & NON-DISCLOSURE:

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.



NON-COMPETE & NON-SOLICITATION:

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

WAIVER:

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

TERMINATION BY EMPLOYEE:

If you wish to leave the services of the Company, a clear written notice of 60 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

Termination of Employment

- a) The company may, without assigning any cause, terminate your employment hereunder upon written notice to you, such notice to be effectively two (2) month(s) from the date of electronic communication (e-mail) or postage by registered post or courier or upon giving two month's salary in lieu of notice.
- b) Subject to other terms and conditions of employment, you may terminate your employment hereunder, upon written notice to the company, such notice to be effective two (2) month(s) from the date of receipt. The company may however, at its sole discretion, may permit you to leave earlier. If you tender your resignation to be effective on a future date, the Company may, without consultation with you,



accept the resignation with immediate effect or with effect from any date prior to the date specified by you in your letter of resignation. However, in the event, your termination of employment is without serving the stipulated notice period, you will not be entitled to any salary and benefits due to you from the company.

c) If you remain absent without authorization for 3 or more consecutive working days or remain absent unauthorized for a period of 3 days or more beyond your originally granted period of leave, Company will assume you have voluntarily resigned or abandoned Company's service. However, if you report to work within a reasonable time period by providing a satisfactory explanation for your absence, you may be permitted to resume duty without prejudice to the right of the Company to take suitable action.

d) Your service could be terminated without notice if you:

- a. Are found to misrepresent any facts or information
- b. Engage in serious misconduct
- c. Commit a serious or persistent breach or non-observance of any conditions of your employment
- d. Are convicted by an indictable offence / breach of the laws of the land
- e. Knowingly or unknowingly fail to perform your duties
- f. Act with gross or repeated incompetence or negligence to the material detriment of the Company

MORAL CONDUCT:

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

ALTERNATIVE EMPLOYMENT:

You will be a whole-time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

COMPANY PROPERTIES IN YOUR POSSESSION:

You are expected to take proper care of company properties entrusted to you by the company. In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.



Jurisdiction

Any dispute arising out of the employment will be governed and construed in accordance with the laws of India and the courts in Kochi shall have the jurisdiction to decide on any disputes that may arise.

General

The above terms and conditions including those in Annexure B (Compensation & Benefits) and Annexure C (Responsibilities) are based on and subject to the Company's policies, procedures and other rules laid down from time to time.

ANNEXURE B

COMPENSATION AND BENEFITS

Your Compensation shall be structured in the following manner:

Gross Salary	Annual Salary of Rs. 400,000 /- (Rupees Four Lakhs Only). Sample salary stack is given below.
Other Terms	All deductions as per government laws and guidelines
Pay out modality	Payment will be monthly after deduction of taxes, PF, Insurance, Professional Tax etc:

SAMPLE SALARY STACK

	Annual (Rs)	Monthly (Rs.)
Basic	200,000	16,666
FBP¹	166,280	13,856
PF	21,600	1,800
Gratuity	9,620	802
Prof. Tax	2,500	208
Insurance²	0	0
CTC	400,000	33,333

¹ FBP: Flexi Benefit Plan (for your tax planning)

² Employee, Spouse, Kids (2) medical covered for 3 lakhs per annum and employee's life for 20 lakhs



ANNEXURE C

KEY RESPONSIBILITIES

Key Deliverables expected from Trainee .

1. Will be defined by your reporting manager soon after joining the company.

ANNEXURE D

OFFICE LOCATIONS

USA – Florida

7320 East Fletcher Avenue, Temple Terrace, Tampa 33637

India – Bangalore

The Executive Centre, Kaman Amaryllis, Embassy golf link road, Domlur,
Bangalore-560071

India – Kochi

6/858 - M, 2nd Floor, Suite No 631, Valamkottil Towers, Judgemukku, Kakkanad,
Kochi - 682021

06:22

Vo LTE1 Vo LTE2 18%



Offer Confirmation - ICS Ltd



Inbox



hr@icsglobal.biz Yesterday

to me



Dear Mr. Kola Jagadishwar,

Congratulations..!!

It is with great pleasure that I congratulate you for being selected for the role of the "Trainee Engineer (Wireless Baseband Algorithm Developer)" at Innovation Communications Systems Ltd (An entity of Vaya Group).

Based on our interactions with you, we believe you have the potential for a highly successful career with us.

Your date of Joining is on 14th June 2021

. As per the norms of the Company you shall sign a Service Agreement with us ,for a period of 2 yrs. on the date of joining.



Offer: Computer Consultancy

Ref: TCSL/DT20218923394/Chennai

Date: 21/12/2021

Ms. Navya Thota
2-65/1, Nancherla,
Opposite Ramalayam,
Jagital-505532,
Telangana.
Tel# -

Dear Navya Thota,

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/DT20218923394

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-25, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 9616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Naaman Point, Mumbai 400 021
TCS Careers ServiceLine: 1800 209 3111 E-mail: careers@tcs.com

T. Navya



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.

T. Navya

2

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Tata Consultancy Services Limited

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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 ₹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 / 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 XIth, 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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T. Navya
5



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

T. Navika
6



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 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

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T. Navya
7



serve TCSL as per the Notice Period clause mentioned below.

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

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

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

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

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

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

16. Retirement

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

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

T. Navya
8



18. Employment of Non Indian Citizens

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

19. Background Check

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

20. Submission of Documents

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

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

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

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9

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- *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. 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 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.

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10

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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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12



GROSS SALARY SHEET

Annexure 1

Name	Navya Thota
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, CHANDAKA 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, Gawah 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 - BIF/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>	

T. Navya



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.

T. Navya



2. Associate's Obligations

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

3. Intellectual Property Rights

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



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.

T. Navya

17



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

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

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

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

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

8. **Restriction on Associate's Rights**

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

9. **No License**

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

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10. Equitable Rights

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

11. General

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

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

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

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



(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.

T. Navya

20

TCS Confidential
TCSL/DT20218923394

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: Nimral Building, 9th Floor, Nariman Point, Mumbai-400 021

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

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OFFER & APPOINTMENT LETTER

14th September 2021

Govindolla Bhavani
Arepally Gramam, Yousufpet, Papannapet, Medak

Dear **Govindolla Bhavani**,

Congratulations! With reference to the interviews conducted by **HCL Technologies Ltd (herein referred as "HCL" or "Company")**, we are pleased to inform you that you have been selected for employment in our organization as **Software Engineer in band E1**.

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **16 September 2021** at 9:00 A.M at the following address **BengaluruSEZ-T4-U2-1,2,3-ex4,7-ex2,8-4-6**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure , BPO division etc. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be INR **4,75,000** per annum, outlined in [Annexure I](#).

You will be required to sign a service agreement of **24 months** with a surety amount of **INR 1.25 Lakhs**. This amount shall be payable to the Company only on the event of your separation from the company before **24 months** from the date of Joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in [Annexure II](#).

On the date of joining, you would be required to submit the documents listed in [Annexure III](#). Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

[Annexure IV](#) provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

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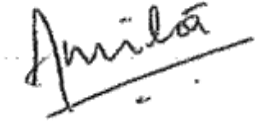
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For HCL Technologies Limited,



Amrita Das
Vice President, Head-Global Rewards

ANNEXURE I

COMPENSATION PLAN	
NAME	Govindolla Bhavani
BAND	E1
DESIGNATION	Software Engineer
CITY	Bangalore
Monthly Components (in INR)	
Basic Salary	15,316.00
House Rent Allowance	7,658.00
Holiday Allowance	4,166.00
Food Wallet	2,000.00
Compensatory Allowance	2,682.00
TOTAL: Monthly	31,822.00
TOTAL: Monthly Components : Annualized	3,81,864.00
Retirals & Other Benefits (in INR)	
Provident Fund	22,055.04
Medical Insurance Premium	10,000.00
Gratuity	8,836.15
TOTAL : Retirals	40,891.00
Variable Components (in INR)	
Performance Bonus (in Rs.)	28,500.00
Engagement PB (paid monthly) @ 100% achievement levels	23,750.00
TOTAL: Variable Components	52,250.00
COST TO COMPANY	4,75,005.00
Insurance & Medical Benefits (in INR)	
	Max Sub limits (p.a.)
Hospitalization cost reimbursement limit	3,60,000.00
Term life Insurance Cover	20,00,000.00
Disability cover due to accident (upto)	18,00,000.00
NOTE:	
1. All salary components are governed by the company policies and statutory guidelines.	
2. This salary sheet is strictly confidential and must not be discussed with anyone other than your HCLT Reporting Manager and/or your HR Manager.	
3. Any personal tax liability arising out of compensation will be borne solely by the employee.	
4. Gratuity to be payable as per act	

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ANNEXURE II

Welcome aboard...

It is often said that an organization can grow only if it empowers its employees to grow! At HCL, we consciously realize this fact and have developed a five-fold path for individual enlightenment that not only covers basic monetary benefits for HCLites, but also takes care of their professional growth by providing empowerment, knowledge, recognition, transformation and support.

Following are the terms and conditions that refer to our offer of employment to you, this is to be read in conjunction with the offer letter as attached.

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT

1. Location

As you are aware that HCL is coming up with IT/ITES SEZ Operating Units in some cities; till the time SEZ campus becomes operational, you may be assigned to another facility in the city of posting - **Bangalore**.

2. Medical Check up

Your employment is subject to you being declared medically fit by the company doctor.

3. HCLT Training Program:

Training (classroom/on the job) sessions will be conducted after your joining.

The training period may be either extended or may be deemed completed earlier, at the discretion of the Management. You shall continue to be under probation, unless specifically confirmed in writing.

4. Increments and promotions

Your growth in terms of role, compensation etc. in the company will solely be based on your performance. Unless notified in writing, you will be deemed as "confirmed" on completion of your probation period i.e. 12 months from date of joining. Subsequently, your annual performance appraisal and compensation review will be aligned and effected from the first day of the subsequent quarter thereafter.

5. Notice Period/ Separation

Your employment with the Company can also be terminated either by the Company or by you by giving the other party **90 days'** advance notice. If the Company terminates the employment and decides to relieve you before the completion of the notice period, the "Basic" component of the salary for the balance notice period would be paid to you. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the "Basic" component of the salary for the balance notice period. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company. Further, the aforesaid requirement of 90 days' notice may be extended, if mutually agreed by you and the Company.

On termination of your employment for any reason, you shall comply with the Company's termination procedures, sign all documents and return all Company property. The Company will not be bound to pay the dues, if any, till you have completed all the separation procedures.

6. Agreements

You may be required to sign necessary agreements with the Company or any other client as required and complete various formalities as per the agreements at the time of joining and during the tenure with the company.

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You may also be required to sign other Agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company as also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

7. Background and Reference Check

- The company will undertake the background verification / validation process of employees in terms of education, previous employment(s), criminal verification, database and web searches, address verification, claims made against achievements in the resumes/CVs of the employees etc. with the help of a third party as and when required. You would be required to submit photocopies of documents detailed in Annexure III to facilitate the joining and background verification process.
- The company may also undertake reference check through at least two professional references submitted during the process of selection.
- In case the Prospective Employees fails to submit any document required for conducting background verification, they will not be considered for hiring. If the Prospective Employees fails the background verification, appropriate actions including withdrawal of offer of employment will be taken basis the recommendations given by the background verification team & in line with HCL policies.

8. Working Hours

You will be governed by the normal working hours as existing in the company. You may be required to work in shifts and/or in extended working hours, as permitted by law, if required as per business needs. The same are subject to change from time to time.

9. Mobility

The Company may require you to perform duties and undertake assignments for the Company in any part of India or abroad, whether at the Company's premises or that of its customers/clients. You are also liable to be transferred to any office or branch of the Company anywhere in India or abroad. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises.

10. Deputation/ Transfer

Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.

11. Retirement

You will retire from service on attaining superannuation at the age of 55 years.

12. Other benefits

You shall be eligible for other benefits related to leaves, perquisites etc. in accordance with the prevailing terms of employment in the Company. Notwithstanding the above, the Company reserves the right to change the above-mentioned benefits as and when it deems necessary and you will be notified accordingly.

13. Correctness of the Details Furnished

You have been appointed on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

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14. Data Protection:

- a. The Employee consents to the holding & processing of personal data provided to the Employer for all purposes of the administration and management of his/her employment and/or the Company's business.
- b. The Employee hereby agrees to his/her personal data being collected & the same being transferred, stored and processed by the Company in India and any other countries where the Company, its Group Company and Company Clients have offices, in accordance with the applicable laws.
- c. The Employee also agrees that the Company may make such data available to its advisors, other agencies, such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and various regulatory authorities.
- d. During employment, the employee will have the right to amend/modify/alter his/her personal information. The employer will exercise all reasonable diligence for safeguarding personal information, as have been disclosed by the employee. It is clarified that the said obligation will not be applicable in case of legally compelled disclosures.
- e. The Employee further acknowledges and agrees that the Employer may, in the course of business, be required to disclose personal data relating to him/her, after the end of his/her employment to any group/statutory bodies/authorities as required under applicable law/requirements. However, any personal data, which is no longer required, will be deleted without undue delay.

15. Other Rules and Regulations of the Company

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

Further, during the period of your employment with HCL, you will be required to inter alia comply with the Company's Code of Business Ethics & Conduct, Anti Bribery & Anti-Corruption, Business Gift and Entertainment Policy and failure to do so shall entitle HCL to take appropriate disciplinary action which may lead & include up to termination of your employment with HCL.

You agree not to undertake employment whether full time or part time, as the Director/ Partner/member/employee of any other organization or entity engaged in any form of business activity without the consent of HCL . The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at the discretion of the company.

Annexure III

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED ONLINE TO FACILITATE PRE-EMPLOYMENT BGV (BACKGROUND VERIFICATION / VALIDATION) AND APPOINTMENT PROCESS IN HCL	
S.No.	Particulars (To be submitted to the Recruiter/Online of the BGV link)
1	Highest Qualification - Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	Permanent/Current Address Proof – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	Previous Employer – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	Identity Verification - Copy of valid passport and PAN card required
<p>Additional documents (To be submitted on request – Only if required)</p> <ol style="list-style-type: none"> Highest Qualification- Admit card, college and university official’s (Registrar and Director) detail Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer’s active address. <p>Things to Remember</p> <ol style="list-style-type: none"> The information provided in Resume and background verification form must be same. Information provided in background verification form must be accurate. Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP). Any Gap in Employment or Education must be informed explicitly to the recruiter. <p>Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.</p>	

List of Documents required for joining / induction day (Hard Copies)		
S. No	Document Name	Number of Photocopies
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)	1
2	Extension Letter (if the Date of Joining in the offer letter is past dated)	1
3	Passport –Front copy only - for Name & DOB proof.	1
4	10 th Mark sheet, only if passport is not available.	1
5	PAN CARD as ID Proof (Only if passport is not available)	1
6	Passport Size Photographs (Only with white background)	3

- Please ensure all documents are **Self-attested** (Photocopies).
- Please ensure that the photocopies are clearly visible as dark and hazy photocopies are not accepted.
- Please avoid clicking pictures of documents and taking printouts.
- Please do not send soft copies through Emails.
- Please bring a copy of your Aadhar card on the Induction day, so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required on the induction day.
- Induction Timings are **0900 to 1830** IST.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- All storage Media Devices e.g. laptop, Pen Drives etc. are not allowed inside the campus.

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You are required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining as following:

Location of HCL Onboarding Team for joining formalities:

S. No	Location	Address
1	NOIDA	Mondays and Thursdays: Triveni Induction Room, First Floor, KNMA Tower, Gate number 1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India) Tuesdays, Wednesdays and Fridays: Akashi Induction Room, Ground Floor, Tower - 1, Gate number -1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India)
2	CHENNAI	HCL Technologies Ltd,Sez Unit-2 (Sdb2 Buid), Eclot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkam High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd,Surya Sapphire, Plot#3, 1St Phase, Hosur Road, Electronic City Bangalore-560100
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd,Special Economic Zone, Phoenix Infocity Pvt Ltd, H-01, Level -2 , Hitec City 2-Survey No. 30,34,35 & 38, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd,Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd,Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd,HCL IT City, SDC-01, 2nd Floor – Induction Room, Chack Gajaria Farms, Sultanpur Road, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Sez Unit-1, Tower-1, Elcot, Special Economic Zone, Survey No. 1/2, 1/3, 1/19, 1/20, 4/1, 2/1, 2/2, 4/2, & 5, Plot No. 5&7,Ilandhaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur
11	Coimbatore	State Street Hcl Services Human Resources Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526
12	Vijayawada	State Street HCL Services Private Limited Medha IT Towers,Third Floor,Kesarapalli,Gannavaram,Krishna District 521102

ANNEXURE IV

EXPLANATION OF COMPENSATION STRUCTURE AND EMPLOYEE BENEFITS

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components have been categorized under the following broad heads:

- ✚ Basic Salary
- ✚ Monthly Allowances
- ✚ Variable Pay
- ✚ Retirals & Insurances Benefit

✚ **Disclaimer:**
✚ ***Your individual compensation structure may not necessarily have all the components as applicable to the respective Band.***

The details for each component falling under these heads are explained as following:

BASIC SALARY

The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

MONTHLY ALLOWANCES

- **House Rent Allowance (HRA):** The HRA is payable maximum Up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.
- **Food Wallet:** Food Wallet is a voluntary benefit and is applicable for payments related to food and non-alcoholic beverages only. Once enrolled, the benefit should be availed within HCL Cafeterias or food joints outside HCL campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.
- **Holiday Allowance:** Holiday Allowance is payable maximum up to INR 50,000 spread over 12 months.
- **Advance Statutory Bonus:** Applicable where monthly gross does not exceed INR 21,000 (excluding variable component) as per the Payment of Bonus Act.
- **Compensatory Allowance:** Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.
- **VARIABLE PAY**

The scope of "Variable Pay" in your compensation structure will be governed based on your "employee group" in HCL.

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Performance Bonus (PB): Performance Bonus (PB) is payable in accordance with the Company's Bonus Policy (sales / delivery / functional support) as applicable at that time. The quantum of pay-out will be subject to the current year's Bonus Policy and will be calculated based on your individual contributions against your Key Performance Parameters (KPP) as well as the company's performance.

PB is payable at the end of the performance review cycle. To be eligible for the bonus pay-out, you need to be active on the rolls of the company at the time of reward distribution as per Performance review and Reward cycle.

Engagement Performance Bonus (EPB): Engagement Performance Bonus is a variable component payable on a monthly basis. This component allows employees to participate and take control of delivery excellence in their respective engagements. Payout of EPB will be based on EPB guidelines as applicable to the respective engagement.

RETIRALS & INSURANCES BENEFIT

You and your dependents will be covered under Social Security as per the law and Insurance Benefits policy offered by the company. The amount mentioned under 'Insurance and Medical Benefits' in your compensation structure is applicable towards various insurances (Medical Insurance, Term Life Insurance, Personal Accident Insurance).

Medical Insurance: Some of the salient features of the Group Health Medical Insurance policy are as follows

- The policy covers Hospitalization expenses and Maternity expenses.
- By default, the employees (who are not covered under the ESI Act, 1948] will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed), additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.
- The premium payable depends on the dependants declared.
- The hospitalization coverage limit will be same as defined in compensation structure.
- Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
- You may refer 'Medical Insurance policy' for further details.
- **Coverage under ESI:** The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees' State Insurance Act, 1948.**

Employees covered under ESI would not be covered by default under HCL's medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

*The employee & employer contribution will be payable as per current prescribed rates under ESI Rules.

- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCL contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.

*The percentage and amount is in compliance with the current PF Act.

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- **Gratuity:** As per statutory requirements, it is employer's statutory liability to pay 15 days Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.
- **Term Life Insurance (including EDLI):** At HCL, you will be covered under the Term-life Insurance which provides safety net to family in case of death of the employee due to any reasons. The applicable amount is mentioned in your offer letter.
- **Disability Insurance:** You are also covered against any permanent or partial disability that may arise due to an accident. The amount payable by Insurer for a disability shall depend on nature of the disability. The amount mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

Disclaimer

You will be liable to pay all applicable taxes on your income as per the local laws. You will also be responsible for filing your personal Income Tax returns. You acknowledge that the Company is not in any way influencing, guiding, suggesting on aspects of taxation or tax saving measures in any form and that the same is individual's decision / personal choice.

Please note that all components mentioned above may or may not be a part of your compensation structure. HCL reserves the right to alter, append or withdraw the benefits extended either in part or in full based on management's discretion.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

HCL Technologies will correspond with you on the address & contact details mentioned below :-

Permanent Address: Arepally Gramam, Yousufpet, Papannapet, Medak
Email ID: ugs17328_ece.govindolla@cbit.org.in
Telephone Number: 8367349804



27-Apr-2021

Dear Nakka Sai Siddartha,
B.Tech/B.E., Electronics and Communication Engineering
Chaitanya Bharathi Inst of Technology,Hyderabad

Candidate ID – 15088108

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.450,740/-**. 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory 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.

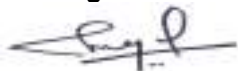
3.3 GenC Training Post joining:

- 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 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:

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.



Offer: Computer Consultancy
Ref: TCSL/CT20203326661/Ahmedabad
Date: 27/12/2021

Mr. Hanumansagar Bathula
5-29, Potharam(Vill), Kathalapur(Mndl) Grama Panchayat Road,
Srikanth Chary Statue,
Jagityal-505306,
Telangana.
Tel# 91-8985422842

Dear Hanumansagar Bathula,

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.

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

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Tel: 91 79 6671 2600 Fax: 91 79 6671 2601 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Narayan Point, Mumbai 400 021
TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com

1



COMPENSATION AND BENEFITS

BASIC SALARY

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

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

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

2. Leave Travel Allowance

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

3. Food Card

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

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PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

Performance Pay will be effective upon successful completion of the TCS Xplore / 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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B. Sagar 3



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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4



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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5



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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6



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 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

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serve TCSL as per the Notice Period clause mentioned below.

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

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

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

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

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

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

16. Retirement

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

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

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8



18. Employment of Non Indian Citizens

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

19. Background Check

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

20. Submission of Documents

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

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

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

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- *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. 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 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.

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10



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.

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11



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



- 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	Hanumansagar Bathula
Designation	Assistant System Engineer-Trainee
Institute Name	Chaitanya Bharati Institute Of Technology, Hyderabad

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

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Hanumansagar



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, CHANDAKA 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 - 11F/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>	

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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 filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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16



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines.

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

7. Working in SBWS Framework:

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

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

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

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

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17



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

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

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

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

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

8. Restriction on Associate's Rights

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

9. No License

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

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18



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.

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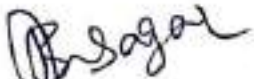
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 19



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

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

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A handwritten signature in black ink, appearing to read 'Bisagan'.

20

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

Date:07-Sep-2021

**Saisharan Nandamuri
C10079493**

**H NO 18-266/21-1-1, NEAR SIDDHARTHA COLLEGE, NEKKONDA ROAD, NARSAMPET, WARANGAL RURAL
DISTRICT.**

7396120777

Dear **Saisharan Nandamuri**,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level - 12

Job Family Group- Software Engineering



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

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

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

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

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

Details of the program and assessment are as below:

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

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

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

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

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

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

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

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

<https://indiacampus.accenture.com/candidate>

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

Yours sincerely,

ACKNOWLEDGED AND AGREED:

A handwritten signature in black ink, appearing to read 'M. Zurale', written over a horizontal line.

Mahesh Vasudeo Zurale

Senior Managing Director

Lead, Advanced Technology Center, India

[*Insert full legal name*]

ANNEXURE 1

COMPENSATION & BENEFITS

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

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

(A) Annual Fixed Compensation

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

TDS is deducted as applicable from your income.

(B) Local Variable Bonus (LVB)

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

(C) Joining Bonus

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

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

Note: For International Worker Only*

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

* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

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

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

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

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

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

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

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

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

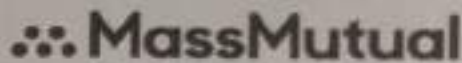
Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your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

ANNEXURE II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG).
3. Original provisional degree certificate or convocation degree certificate.
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificates.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others.

Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.



Global Business Services India LLP

Tuesday, June 22, 2021

Aditya Orem,
2-4-95/1, Sri Krishna colony, Pochamagudi,
Anbedkar bhavan road, Hanamkonda, Warangal, Telangana, 506001

Subject: Offer Letter

Dear Aditya,

On behalf of MassMutual Global Business Services India LLP, I am pleased to extend our conditional offer of employment, as Analyst, Data, reporting to Ugamurthy Duraiswamy, Technical Strategic Manager, MassMutual India GCC. Your work location will be at the 7th Floor, Block 1, BSR IT SEZ, Serilingampally Mandal, Nanakramguda Village, Rangareddy District, Hyderabad - 500008, Telangana

Your employment starts on Monday, August 09, 2021. Your Target CTC (Cost to Company) totaling INR 5,00,075 per annum will be comprised of:

- Basic Pay of INR 241,000 earned and payable monthly (monthly rate of INR 20,083)
- Bonus / Ex-Gratia of INR 48,200 earned and payable monthly (monthly rate of INR 4,017)
- Total Allowances, INR 152,288 (monthly INR 12,691) as allowed by law and decided at your discretion unless otherwise noted, including:
 - Housing Rent Allowance
 - Leave Travel Allowance
 - Child Education and/or Hostel Allowances
 - Meal Voucher or Onsite Meals
 - Balance allowance - Total allowance amount minus discretionary amounts you decide above
- Provident Fund (Employer Contribution) of 12% of Basic Pay, INR 28,920 (monthly rate of INR 2,410)
- Gratuity, INR 11,582 (monthly INR 966) accrued for monthly and payable at the time of termination following a minimum of 5 years of active service
- Annual target short-term incentive of INR 18,075 paid annually at the discretion of the Company

Additionally, you will be eligible for insurance benefits including medical, dental, vision and life cover (parental or parent-in-law medical cover option) and Employee Assistance Program. You are eligible for annual paid time-off of 25 days and 10 annual declared holidays.

Please note that the above employment offer is contingent upon you successfully completing the Bachelor of Engineering graduation course without any pending subjects in any of the semesters in your curriculum, at the time of joining MassMutual.

To accept this offer of employment, please print the attached letter and sign it. Please scan a copy of the signed offer letter and email it back by replying to the email or sending it to RTangirala@massmutual.com attaching the signed letter.

If you have any questions about this offer of employment, or if our understanding of your acceptance is not correct, please call me at +1 603 531-9876.

We look forward to welcoming you and are excited about the contributions you will make as we build our company. Best

Best regards,

Ravi Tangirala
Head, GCC-India

Offer Accepted By _____ Date: _____



OFFER LETTER

02 November 2021

Sunkari Pranay Kumar
H NO: 1-15/1, Fakeerabad, Navipet Mandal, Nizamabad

Sub: Employment Invitation

Dear Pranay,

Thank you for interviewing with us.

We are pleased to inform you that subsequent to the interview & discussions you had with us, you have been selected and are hereby invited to join Areteans Technology Solutions Pvt. Ltd, (hereafter referred to as 'Areteans') at **Hyderabad**.

We are delighted to offer you a position of **Associate Consultant - QA** with Areteans and your annualized Total Compensation (TC) will be **INR 3,00,000** less statutory deductions as required by law. We would like you to join us on or before **November 08, 2021**.

Please refer to the **Annexure "A"** for brief details.

A formal Employment cum Appointment Letter with the complete detailed terms and conditions of your employment, including your annual compensation, perks, benefits and all other terms & conditions shall be shared with you upon your acceptance of this Offer Letter. The mutually agreed terms and conditions of your employment which would form part of such Employment cum Appointment Letter would be binding upon you as stated therein.

As a token of acceptance of this Employment invitation, you are requested to acknowledge & revert on **Annexure "B"** that confirms your Date of Joining, Official Designation & Annual Compensation.

We also advise you to read the Annexure "C" that has the relevant joining formalities & few important policy instructions.

We hereby welcome you and look forward to your coming onboard to join Areteans.

Congratulations!

Regards & Best Wishes,



Sidhartha Mohanty

CTO

Areteans Technology Solutions Pvt. Ltd.

12th Floor, Meenakshi Techpark, Survey No. 39, Near Mindspace Circle, Gachibowli, Hyderabad - 500032.
Ph: +91 40 4042 0400 | Web: www.aretanstech.com | Email: info@aretanstech.com | CIN: U72300TG2015PTC101943

ANNEXURE "A"
Name: Sunkari Pranay Kumar

Designation: Associate Consultant - QA

Breakup of Annual Total Remuneration: INR 3,00,000

Particulars	Per Month	Per Annum
Gross		
Basic	₹ 12,500	₹ 150,000
HRA	₹ 5,000	₹ 60,000
Conveyance (Standard)	₹ 1,600	₹ 19,200
Medical Allowance (Standard)	₹ 1,250	₹ 15,000
LTA	₹ 1,041	₹ 12,495
Special Allowance	₹ 1,208	₹ 14,493
Gross Salary	₹ 22,599	₹ 271,188
EPF	₹1,800	₹ 21,600
Gratuity	₹601	₹ 7,212
Cost To Company	₹25,000	₹300,000

1. Subject to deduction of contributions, charges, and taxes as per the Laws of Government of India (as applicable).
2. Net Salary varies with applicability of TDS and other statutory taxes.
3. Gratuity is contributed by the company and is payable as per the Gratuity Act published by Govt. of India.
4. Finance would announce dates (each quarter) when the original proof of expenses can be submitted. The adjustment of Income Tax would be done based on the prevailing Income Tax laws from time to time. Please note that the income tax treatment related to any of the elements of FBP could change based on the emerging/changing legal provisions applicable.
5. Upon your joining you will be given a Detailed Compensation Structure as applicable to your designation level.
6. **Your Medical Benefits are there on top of your TCTC (Total Compensation):** Group Medical Cover Policy of INR 5,00,000/.

Areteans Technology Solutions Pvt. Ltd.

 12th Floor, Meenakshi Techpark, Survey No. 39, Near Mindspace Circle, Gachibowli, Hyderabad - 500032.

Ph: +91 40 4042 0400 | Web: www.aretanstech.com | Email: info@aretanstech.com | CIN: U72300TG2015PTC101943

ANNEXURE “B”

Sunkari Pranay Kumar
H NO: 1-15/1, Fakeerabad, Navipet Mandal, Nizamabad

Dear **Pranay**,

Welcome to Areteans Technology Solutions Pvt. Ltd.

We are pleased to inform you that you are selected and are hereby invited to join Areteans Technology Solutions Pvt. Ltd, the details of which are as follows.

- You would be officially designated as **Associate Consultant - QA**.
- Your Date of Joining will be on **November 08, 2021**.
- Your place of reporting is **12th Floor, Meenakshi Techpark, Survey No. 39, Near Mindspace Circle, Gachibowli, Hyderabad - 500032**.
- Training - You will be provided training and post successful completion of training; you may be deputed to other ODC of Areteans within India or client locations within India/or outside.
- **Employment Bond** – You will be into an Employment Bond with Areteans Technology Solutions Pvt. Ltd. for a continuous period of employment for 2 years which is applicable to you, from the date of your joining.
- **Termination -**
You cannot terminate your employment during your Bond tenure of 2 years with the Company. In case of termination by an employee, company has the full right to:
 1. Recover Training amount of Rs. 2 Lakhs
 2. Blacklist employee from BGV process with no experience & relieving letter.The Company reserves the right to terminate your services if your performance is found unsatisfactory during your Bond period. Your employment will be terminated immediately without any cause by giving a notice of at least 1 (one) month or salary in lieu thereof. Further, the Company reserves the right to terminate your services summarily without any notice period or termination payment, in the event it has found you to be guilty of misconduct or negligence or having committed any fundamental breach of this appointment letter or having caused any loss to the Company.
On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients’ business affairs.
- Other Terms & Conditions of your Employment will be detailed in the formal Employment cum Appointment Letter that that would be shared with you upon your acceptance of this Offer Letter and Date of Joining.

Areteans Technology Solutions Pvt. Ltd.

- If the terms and conditions offered are acceptable to you, please return a duplicate copy of this offer letter duly affixing your full signature on the last page and the initials on the remaining pages. You should hand over the acceptance copy in person to the undersigned below or submit a scanned copy by email to hr@areteanstech.com

Regards & Best Wishes

Sidhartha Mohanty

Chief Technology Officer



Authorized Signatory

For Areteans Technology Solutions Pvt. Ltd.

Areteans Technology Solutions Pvt. Ltd.

12th Floor, Meenakshi Techpark, Survey No. 39, Near Mindspace Circle, Gachibowli, Hyderabad - 500032.
Ph: +91 40 4042 0400 | Web: www.areteanstech.com | Email: info@areteanstech.com | CIN: U72300TG2015PTC101943

ANNEXURE C

Joining Day Formalities

Please bring the following along with you on the day of your joining for our personnel records:

- 10th/12th Mark sheet and Certificates
- Graduation/Post graduation/Diploma/Certifications- All Semester Mark sheet & Degree (as applicable)
- ID proof with photograph – Valid Passport/Driver License/Voter ID/Ration Card
- Permanent Address proof (Electricity Bill / Telephone Bill/ LIC Receipt)
- Aadhar Card
- PAN Card
- 4 passport size photographs

***Important:** This Offer Letter, compensation information, and other Particulars and details as mentioned are confidential and is to be treated as 'Confidential Information'. We request you to use discretion in handling your compensation related information. As a company policy, we prohibit sharing Confidential information and Compensation related information with other employees or unauthorized personnel. Any violation of this will be treated as a serious matter by the company.*

We will be proud to have you as a member of our team to further enhance ARETEANS's as the leading software Company in the field of BPM, CRM, Real Time Decisioning & Analytics Services & Solutions.

Your contact in Human Resources would be hr@areteanstech.com. Please feel free to get in touch for any questions or assistance that you may need.

Areteans Technology Solutions Pvt. Ltd.



Global Business Services India LLP

Tuesday, June 22, 2021

Sravya Neralla,
2-2-1093/89/5, Golnaka,
Amberpet, Hyderabad-500013.

Subject: Offer Letter

Dear Sravya,

On behalf of MassMutual Global Business Services India LLP, I am pleased to extend our conditional offer of employment, as Analyst, Quality Assurance, reporting to Kartik Ayalh, Director, Quality Assurance, MassMutual India GCC. Your work location will be at the 7th Floor, Block 1, BSR IT SEZ, Serilingampally Mandal, Nanakramguda Village, Rangareddy District, Hyderabad –500008, Telangana.

Your employment starts on Monday, August 09, 2021. Your Target CTC (Cost to Company) totaling INR 5,00,075 per annum will be comprised of:

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- Bonus / Ex-Gratia of INR 48,200 earned and payable monthly (monthly rate of INR 4,017)
- Total Allowances, INR 152,288 (monthly INR 12,691) as allowed by law and decided at your discretion unless otherwise noted, including:
 - Housing Rent Allowance
 - Leave Travel Allowance
 - Child Education and/or Hostel Allowances
 - Meal Voucher or Onsite Meals
 - Balance allowance – Total allowance amount minus discretionary amounts you decide above
- Provident Fund (Employer Contribution) of 12% of Basic Pay, INR 28,920 (monthly rate of INR 2,410)
- Gratuity, INR 11,592 (monthly INR 966) accrued for monthly and payable at the time of termination following a minimum of 5 years of active service
- Annual target short-term incentive of INR 18,075 paid annually at the discretion of the Company

Additionally, you will be eligible for insurance benefits including medical, dental, vision and life cover (parental or parent-in-law medical cover option) and Employee Assistance Program. You are eligible for annual paid time-off of 25 days and 10 annual declared holidays.

Please note that the above employment offer is contingent upon you successfully completing the Bachelor of Engineering graduation course without any pending subjects in any of the semesters in your curriculum, at the time of joining MassMutual.

To accept this offer of employment, please print the attached letter and sign it. Please scan a copy of the signed offer letter and email it back by replying to the email or sending it to RTangirala@massmutual.com attaching the signed letter.

If you have any questions about this offer of employment, or if our understanding of your acceptance is not correct, please call me at +1 603 531-9876.

We look forward to welcoming you and are excited about the contributions you will make as we build our company. Best

Best regards,

Ravi Tangirala
Head, GCC-India

Offer Accepted By: _____ Date: _____

दक्षिणमध्यरेलवे/SOUTH CENTRAL RAILWAY

मुख्यालय/Headquarters Office,
कार्मिकविभाग/Personnel Department,
सिकंदराबाद/Secunderabad



No. SCR/P-HQ/110/EE/SSE/JE/TM (CG/GTL)/Vol.I

Date: 02.09.2021

Sri. M Karthik Shankar
S/o Late Sri, M. Srinivas, SSE/CTR /EWS/LGD,
H.no. 29-1449/2, Kakatiya Nagar,
Neradmet, Malkajgiri, Secunderabad - 500056.

Sub: Offer of appointment as Trainee Junior Engineer/Track Machine in Civil Engineering Department on Compassionate Grounds

Ref: Dy.CPO/Rectt's letter No.SCR/P-HQ/122/CGA/JE Proposals/2020
Dated 23.08.2021.

With reference to your application submitted for appointment to Railway service on Compassionate Grounds; and as a result of the written examination held on 23.07.2021, you were declared suitable for appointment to the post of Trainee Junior Engineer/Track Machine in Level -6 of 7 PC Pay Matrix, in Track Machine Organisation of Civil Engineering Department vide Dy.CPO/Rectt's letters cited.

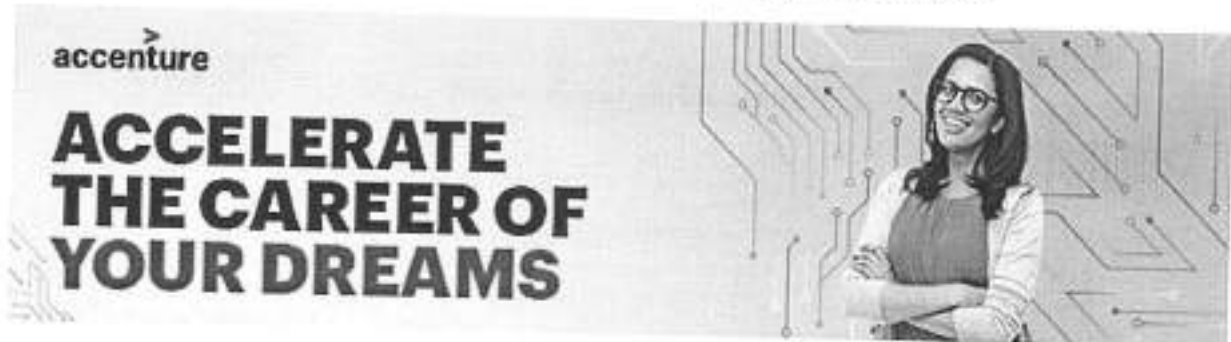
Accordingly you are hereby offered appointment to the post of Trainee Junior Engineer/ Track Machine in Level -6 of 7 PC Pay Matrix with the stipendiary pay of Rs. 35,400/- p.m plus dearness allowance as admissible under rules in force from time to time.

The above appointment is subject to the following:

1. You shall produce all the original certificates in proof of age, educational qualification and caste certificate etc. issued by prescribed authority including a copy of the PAN card issued in your favour and details of bank account along with one set of Photostat copies.
2. You should execute a bond (Rs. 10/- special adhesive stamp shall be affixed) of agreement to serve Railways for a period of 5 years after completion of training. Copy of agreement is enclosed. This agreement must be attested by your parent or guardian, duly witnessed by 2 Government employees.
3. You will be under training normally for a period of one year and if there is any adverse report during the period of training, your training is liable to be terminated. Your absorption as Junior Engineer/Track Machine will be subject to successful completion of the prescribed training.
4. On completion of training, you will have to serve the Railway Administration for a minimum period of five years, if required by the Administration. You will not be allowed to withdraw from Training, except for any reasons which are beyond your control. In case you fail to serve the administration for a minimum period of five years as stated above, or desire to withdraw from training for any reasons which are not beyond your control or try to withdraw by willfully absenting yourself or adopting any other unfair tactic, you will be liable to refund the whole cost of your training as well as any other money paid to you during the period of Training by way of stipend/pay etc. The cost of training is 12 ½% of stipendiary pay and allowances

Accenture Final Selections list

from: Jaba Singh, Sam <sam.jaba.singh@accenture.com>
to: "placements@cbit.ac.in" <placements@cbit.ac.in>,
"nlreddypo@gmail.com" <nlreddypo@gmail.com>
cc: "V Raju, Divya" <divya.v.raju@accenture.com>,
"Almal, Rakesh" <rakesh.almal@accenture.com>
date: Nov 24, 2020, 12:08 PM
subject: RE: Talent Drive 2021 Congratulations! Shortlisted students from Chaitanya Bharathi
Institute of Technology
mailed-by: accenture.com
signed-by: accenture.com
security: Standard encryption (TLS) [Learn more](#)
: Important mainly because you often read messages with this label.



Dear Sir/Ma'am,

We thank you for partnering with us in our recruitment drive 2021. Our team has been thankful for your efforts and appreciative of your support across our process.

It gives us immense pleasure to share the *updated and final list* of **117** students have been shortlisted from your prestigious institute and we would be glad to extend a Letter of Intent to them. Students will also receive an email and SMS notification on their selection.

It has been an exciting journey for us and are glad to have had an opportunity interviewing your students. You can contact Divya (divya.v.raju@accenture.com) or Sam (sam.jaba.singh@accenture.com) for further queries.

Our team will be in contact with students as we proceed further in the process till they onboard us.

Wishing you and students the best,

Thanks and Regards,

Sam Jaba Singh V
E-School Campus Recruitment
Accenture India Recruitment
Phone: +91 9791039795

Dr. N L N REDDY
Director-CDC
CBIT, Gandipet, Hyd.
Cell: 9849466587
E-mail: placements@cbit.ac.in

Sl.No	USN	Full Name	Branch	Email ID	Phone No.	Current Stage
1	160117805022	Roshni Raj	Biotechnology	ugs17022_biotech.roshni@cbit.org.in	7659940262	ASE
2	160117805035	Neeharika Poduri	Biotechnology	ugs17035_biotech.swaraj@cbit.org.in	9014348987	ASE
3	160117802004	Hanusha Durisetty	Chemical	ugs17004_chem.hanusha@cbit.org.in	8919112744	ASE
4	160117732069	Shruthi Gunne	Civil-2	ugs17060_civil.shruthi@cbit.org.in	9985501270	ASE
5	160117733060	Vineeth Srirangam	CSE-1	ugs17060_cse.vineeth@cbit.org.in	9676030300	ASE
6	160117733007	Khazielakha Sana Simran	CSE-1	ugs17007_cse.khazielakha@cbit.org.in	8686078086	ASE
7	160117733038	Ram Nithin Reddy	CSE-1	ugs17038_cse.ram@cbit.org.in	7981953631	ASE
8	160117733021	Stella Ramola Erdani	CSE-1	ugs17021_cse.stella@cbit.org.in	9182663564	ASE
9	160117733011	Namya Reddy Gaddam	CSE-1	ugs17011_cse.namya@cbit.org.in	8247721320	ASE
10	160117733051	Sridhar Iandi	CSE-1	ugs17051_cse.sridhar@cbit.org.in	9963774495	ASE
11	160117733012	Nikitha Bogala	CSE-1	ugs17012_cse.nikitha@cbit.org.in	8897121047	ASE
12	160117733112	Shaahank Kandaala	CSE-2	ugs17112_cse.shaahank@cbit.org.in	9963659582	ASE
13	160117733108	Sai Sankeerth Modini	CSE-2	ugs17108_cse.sai@cbit.org.in	9603555111	ASE
14	160117733104	Pragnesh Bagary	CSE-2	ugs17104_cse.pragnesh@cbit.org.in	7680039378	ASE
15	160117733115	Varun Boya	CSE-2	ugs17115_cse.varun@cbit.org.in	6304635375	ASE
16	160117733101	Naveen Vamshi	CSE-2	ugs17101_cse.naveen@cbit.org.in	9848249073	ASE
17	160117733075	Snehitha Nayaka	CSE-2	ugs17075_cse.snehitha@cbit.org.in	9110701419	ASE
18	160117733100	Mounish Juvvadi	CSE-2	ugs17100_cse.mounish@cbit.org.in	8977731234	ASE
19	160117733072	Roshini Jummala	CSE-2	ugs17072_cse.roshini@cbit.org.in	8790048567	ASE
20	160117733089	Harah Raj Jeripothula	CSE-2	ugs17089_cse.haraha@cbit.org.in	09182026365	ASE
21	160117733080	Srujana Cherukuri	CSE-2	ugs17080_cse.srujana@cbit.org.in	9502383157	ASE
22	160117733078	Seavya Gudipelly	CSE-2	ugs17078_cse.aravya@cbit.org.in	7989522710	ASE
23	160117733068	Nandini Devalla	CSE-2	ugs17068_cse.nandini@cbit.org.in	8897805862	ASE
24	160117733077	Spoorthi Badikala	CSE-2	ugs17077_cse.spoortha@cbit.org.in	7095927256	ASE
25	160117733165	Sai Rohith Kommineni	CSE-3	ugs17165_cse.sai@gmail.com	8978637896	SE
26	160117733162	Sai Krishna Gantannagar	CSE-3	ugs17162_cse.sai@cbit.org.in	7993553911	ASE
27	160117733170	Sathvik Mansanpally	CSE-3	ugs17170_cse.sathvik@cbit.org.in	8008149775	ASE
28	160117733145	Anirudh VL	CSE-3	ugs17145_cse.anirudh@cbit.org.in	9581584584	ASE
29	160117733151	Dora Sai Varma Ekkepalli	CSE-3	ugs17151_cse.dora@cbit.org.in	8333941245	ASE
30	160117733140	Sreshtha Putchala	CSE-3	ugs17140_cse.sreshtha@cbit.org.in	7793965624	ASE
31	160117733130	Keerthana Gurindagunta	CSE-3	ugs17130_cse.keerthana@cbit.org.in	8464822304	ASE
32	160117733139	Sneha Miryala	CSE-3	ugs17139_cse.sneha@cbit.org.in	7013211204	ASE
33	160117733127	Deekshitha Reddy	CSE-3	ugs17127_cse.deekshitha@cbit.org.in	7981712066	ASE
34	160117733136	Spandana Bulusu	CSE-3	ugs17136_cse.sai@cbit.org.in	7382297414	ASE
35	160117733143	Vishnu Priya G	CSE-3	ugs17143_cse.vishnu@cbit.org.in	8500584970	ASE
36	160117735022	Vyahnavi Cheedepudi	ECE-1	ugs17022_eee.vyahnavi@cbit.org.in	9948179629	ASE
37	160117735039	Sai Gowtham Chittammaetty	ECE-1	ugs17039_eee.sai@cbit.org.in	7095870329	ASE
38	160117735058	Vijay Bhaskar	ECE-1	ugs17058_eee.vijay@cbit.org.in	9550036009	ASE
39	160117735049	Srikanth Gunturu	ECE-1	ugs17049_eee.srikanth@cbit.org.in	9121961931	ASE
40	160117735042	Jani miya Shaik	ECE-1	ugs17042_eee.shaik@cbit.org.in	9100554015	ASE
41	160117735024	Abhishek Adire	ECE-1	ugs17024_eee.abhishek@cbit.org.in	8464900319	ASE
42	160117735009	Namitha Kommineni	ECE-1	ugs17009_eee.namitha@cbit.org.in	7901059379	ASE
43	160117735004	HASEENA PALLE	ECE-1	ugs17004_eee.haseena@cbit.org.in	8247898522	ASE
44	160117735013	Pragna Dasari	ECE-1	ugs17013_eee.pragna@cbit.org.in	9505412348	ASE
45	160117735012	Nipuna Vancha	ECE-1	ugs17012_eee.nipuna@cbit.org.in	8247652717	ASE
46	160117735097	Mahidhara Reddy Kankara	ECE-2	ugs17097_eee.mahidhara@cbit.org.in	8309699930	SE
47	160117735077	Sai Harshitha Gollapalli	ECE-2	ugs17077_eee.sai@cbit.org.in	9110794702	SE
48	160117735090	Charanjit Nandigama	ECE-2	ugs17090_eee.charanjit@cbit.org.in	9885437154	ASE
49	160117735086	Akashith Aluguri	ECE-2	ugs17086_eee.akshith@cbit.org.in	8522002012	ASE
50	160117735085	Ajay Sriker Medidi	ECE-2	ugs17085_eee.ajay@cbit.org.in	9550618015	ASE
51	160117735095	Lakshmi Srikanth Yechuri	ECE-2	ugs17095_eee.lakshmi@cbit.org.in	7731899605	ASE
52	160117735081	Sowmyasri Sangapu	ECE-2	ugs17081_eee.sowmyasri@cbit.org.in	9676608304	ASE
53	160117735075	Rithika Gurrum	ECE-2	ugs17075_eee.rithika@cbit.org.in	8790144008	ASE
54	160117735079	Sanjana Guntha	ECE-2	ugs17079_eee.sanjana@cbit.org.in	6309841418	ASE
55	160117735074	Nikitha Kotharamula	ECE-2	ugs17074_eee.nikitha@cbit.org.in	8790025021	ASE
56	160117735092	Govardhan Katta	ECE-2	ugs17092_eee.govardhan@cbit.org.in	6303658087	ASE
57	160117735078	Sai Pranavi Reddy Patiolla	ECE-2	ugs17078_eee.sai@cbit.org.in	8074050017	ASE
58	160117735091	Dheeraj Vamsi Gaddam	ECE-2	ugs17091_eee.dheeraj@cbit.org.in	7981371575	ASE
59	160117735083	Abhijit Chandra Utpala	ECE-2	ugs17083_eee.abhijit@cbit.org.in	9959560417	ASE
60	160117735072	Niharika Hari	ECE-2	ugs17072_eee.niharika@cbit.org.in	8247543676	ASE
61	160117735100	Nikhil Kanukuntla	ECE-2	ugs17100_eee.nikhil@cbit.org.in	9393622880	ASE
62	160117735061	Akanksha Thalla	ECE-2	ugs17061_eee.akanksha@cbit.org.in	9182451552	ASE
63	160117735065	Gayathri Devi	ECE-2	ugs17065_eee.gayathri@cbit.org.in	8919486110	ASE
64	160117735062	Akhila Marrikukula	ECE-2	ugs17062_eee.akhila@cbit.org.in	8306657699	ASE
65	160117735108	Shiva Dhanush Dussa	ECE-2	ugs17108_ahiva@cbit.org.in	9553383950	ASE
66	160117735116	Vinay Reddy Navari	ECE-2	ugs17116_eee.vinay@cbit.org.in	8640173814	ASE
67	160117735119	Vishwa Teja Bingi	ECE-2	ugs17119_eee.vishwa@cbit.org.in	6302330010	ASE

168

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Sl.No	USN	Full Name	Branch	Email ID	Phone No.	Current Stage
68	160117735111	Tejeshwar Singh Rajput	ECE-2	ugs17111_ece.tejeshwar@cbit.org.in	7780453424	ASE
69	160117735103	Rahul Tamuluri	ECE-2	ugs17103_ece.rahu@cbit.org.in	8074192212	ASE
70	160117735070	Manisha A	ECE-2	ugs17070_ece.manisha@cbit.org.in	9346350482	ASE
71	160117735142	Sriteja Gopala	ECE-3	ugs17142_ece.sriteja@cbit.org.in	8465857278	ASE
72	160116735152	Akkapreddi Chandrasekhar	ECE-3	ugs16152_ece.lakshmi@cbit.org.in	9059565277	ASE
73	160117735130	Harshita Nagasai Kaza	ECE-3	ugs17130_ece.naga@cbit.org.in	7680846194	ASE
74	160117735122	Anusha Gingurala	ECE-3	ugs17122_ece.anusha@cbit.org.in	7993605466	ASE
75	160117735121	Akhila Konakanchi	ECE-3	ugs17121_ece.akhila@cbit.org	7995757607	ASE
76	160117735129	Madiha Pathama	ECE-3	ugs17129_ece.madiha@cbit.org.in	9182660787	ASE
77	160117735136	Sarayu Jupudi	ECE-3	Ugs17136_ece.saraya@cbit.org.in	9701067610	ASE
78	160117735127	Jyothsnavi Kuppili	ECE-3	ugs17127_ece.jyothsnavi@cbit.org.in	8106651198	ASE
79	160117734013	SHAHEEN CHIRAKULA	EEE-1	ugs17013_ece.ahaheen@cbit.org.in	9110355991	ASE
80	160117734018	Veditha Lakshmi Yechuri	EEE-1	ugs17018_ece.veditha@cbit.org.in	7989629450	ASE
81	160117734050	SaiHarsha ReddyPasula	EEE-1	ugs17050_ece.saiharsha@cbit.org.in	7981328348	ASE
82	160117734049	D S AISURYA	EEE-1	ugs17049_ece.sai@cbit.org.in	7981519111	ASE
83	160117734072	Abhilash Budharapu	EEE-2	ugs17072_ece.abhilash@cbit.org.in	9505044413	SE
84	160117734111	Srinivas Reddy Duggampu	EEE-2	ugs17111_ece.srinivasa@cbit.org.in	9908073526	ASE
85	160117734118	Baratam Yashwanth	EEE-2	ugs17118_ece.yashwanth@cbit.org.in	9493352148	ASE
86	160117734105	Sai Rohit Kappala	EEE-2	ugs17105_ece.sai@cbit.org.in	9491727023	ASE
87	160117734104	A. Sai Pranav Reddy	EEE-2	ugs17104_ece.sai@cbit.org.in	7095879677	ASE
88	160117734099	Tiwari Sagar	EEE-2	Ugs17099_ece.sagar@cbit.org.in	7794035852	ASE
89	160117734091	Pasupuleti mohit arinivas	EEE-2	ugs17091_ece.mohit@cbit.org.in	7780443884	ASE
90	160117734089	Ch.Manoj Kumar	EEE-2	ugs17089_ece.manoj@cbit.org.in	9618623776	ASE
91	160117734096	Ramagiri.Poojith	EEE-2	Ugs_17096_ece.poojith@cbit.org.in	8919560805	ASE
92	160117734080	V.Indrasena Reddy	EEE-2	ugs17080_ece.indrasena@cbit.org.in	8247045735	ASE
93	160117734073	Abhiroop Manikonda	EEE-2	ugs17073_ece.abhiroop@cbit.org.in	9701053632	ASE
94	160117734063	T.lavanya	EEE-2	ugs17063_ece.lavanya@cbit.org.in	9182705791	ASE
95	160117737096	Surya Survi	IT-1	ugs17056_it.surya@cbit.org.in	9618623776	ASE
96	160117737029	Vidysadhari Kandagatla	IT-1	ugs17029_it.vidyadhari@cbit.org.in	9491425111	ASE
97	160117737027	Swetha Kondi	IT-1	ugs17027_it.swetha@cbit.org.in	7036808029	ASE
98	160117737045	Pavan Thalla	IT-1	ugs17045_it.pavan@cbit.org.in	7989116443	ASE
99	160117737020	Shaguftha Naaz	IT-1	ugs17020_it.shaguftha@cbit.org.in	7386017275	ASE
100	160117737018	Samvidha Mannem Reddy	IT-1	ugs17018_it.samvidha@cbit.org.in	7993138940	ASE
101	160117737024	Sravani Gopasi	IT-1	ugs17024_it.sravani@cbit.org.in	9701505306	ASE
102	160117737017	Sai Sushma Reddy	IT-1	ugs17017_it.sai@cbit.org.in	7386509841	ASE
103	160117737097	Madhav Jindam	IT-2	ugs17097_it.madhav@cbit.org.in	8639064873	ASE
104	160117737109	Sanjay kumar Kabwa	IT-2	ugs17109_it.sanjay@cbit.org.in	8309643209	ASE
105	160117737117	Vinay Pannati	IT-2	ugs17117_it@cbit.org.in	9182419035	ASE
106	160117737079	Sai Sreeja Chadalavada	IT-2	ugs17079_it.sai@cbit.org.in	8340902720	ASE
107	160117737077	Rajini Masuram	IT-2	ugs17077_it.rajini@cbit.org.in	8639670233	ASE
108	160117737062	Aditi Rayaprolu	IT-2	ugs17062_it.aditi@cbit.org.in	9502207034	ASE
109	160117737068	Blessy Kotrika	IT-2	ugs17068_it.blessy@cbit.org.in	9642564325	ASE
110	160117737066	Apoorva Nagavalli	IT-2	ugs17066_it.apoorva@cbit.org.in	7674867566	ASE
111	160118862004	Ankitha Samineni	MCA	pgs18004_mca.samineni@cbit.org.in	9298257257	ASE
112	160117736002	Ananya Canakapalli	Mech-1	ugs17002_mech.ananya@cbit.org.in	8801983173	ASE
113	160117736043	Kandhagatla Sai Sumanth	Mech-1	ugs17043_mech.sai@cbit.org.in	8639192364	ASE
114	160117736056	Vamshi Krishna Boga	Mech-1	ugs17056_mech.vamshi@cbit.org.in	7013976105	ASE
115	160117736091	Nihaal Aekka	Mech-2	ugs17091_mech.nihaal@cbit.org.in	7675074557	ASE
116	160117738021	Konkipudi Durga	Production	ugs17021_prod.durga@cbit.org.in	9182350436	ASE
117	160117738005	Neelima Manthri	Production	ugs17005_prod.neelima@cbit.org.in	8179039837	ASE
118	160117733058	Thota Sai Teja	CSE-1	ugs17058_cse.venkata@cbit.org.in	9550692172	ASE

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1	160117735106	Sai Tharun Bairi	ECE-2	ugs17106_ece.saitharun@cbit.org.in	9121658891
2	160117735174	Sri Hari Koram	ECE-3	ugs17174_ece.sri@cbit.org.in	7997591088



1	160117735105	Rupesh Chandra Sayam	ECE-2	ugs17105_ece.rupesh@cbit.org.in	7993823019
2	160117735333	Kesar Nand Kishore	ECE-3	ugs17333_ece.kesar@cbit.org.in	9849063508
3	160117735166	Sai Kiran BANDARI	ECE-3	ugs17166_ece.sai@cbit.org.in	7330756343
4	160117736028	Likhith Balivada	Mech-1	17028_mech.likhith@cbit.org.in	8464913672
5	160117736048	Shiva sai Deekonda	Mech-1	ugs17048_mech.shiva@cbit.org.in	9390460667
6	160117734086	Vijagiri Manideep	EEE-2	ugs17086_ece.manideep@cbit.org.in	7989341916

NUPORE

1	160116802047	Shivaprasad Mekhala	Chemical	ugs16047_chem.shivaprasad@cbit.ac.in	9010531174
2	160117805029	Gadela Sreshta	Bio-Tech	sreshtabrahmandlapally@gmail.com	9640860443



1	160117733046	Yalla Sathwick Reddy	CSE-1	ugs17046_cse.sathwick@cbit.org.in	9666290002
2	160117733036	Praneeth Reddy Mallupally	CSE-1	ugs17036_cse.praneeth@cbit.org.in	9502675118

HYUNDAI TRANSYS

1	160117736305	Naveen Kumar Perumalla	Mech-1	ugs17305_mech.naveen@cbit.org.in	9849466587
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1	160117733060	Vineeth Srirangam	CSE-1	ugs17060_cse.vineeth@cbit.org.in	9676030300
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1	160117734067	Ravali lankalapalli	EEE-2	ugs17067_eee.ravali@cbit.org.in	9059237036
2	160119672035	U V NARESH	MBA	pgs19035_mba.naresh@cbit.org.in	8328566604



1	160117735313	Sumanth Banswada	ECE-2	banswadасumanthreddy3031@gmail.com	9133569493
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1	160117737101	Gopathi Prashanth	IT-2	ugs17101_it.prashanth@cbit.org.in	9182469567
2	160117733114	Pokala Vaibhaw	CSE-2	ugs17114_cse.vaibhaw@cbit.org.in	6301774665
3	160117735150	Joseph Michael Murray	ECE-3	ugs17150_eee.joseph@cbit.org.in	9182990461



1	160119672053	NEERATI SRIKANTH MUDIR	MBA	pgs19053_mba.srikanth@cbit.org.in	9666311614
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1	160117735028	Bhargav Kumar	ECE-1	ugs17028_ece.bhargav@cbit.org.in	9866824765
2	160117735031	Damodhar Gaddi	ECE-1	ugs17031_ece.damodhar@cbit.org.in	9346894452
3	160117735117	Vinay Reddy Pochampally	ECE-2	ugs17117_ece.vinay@cbit.org.in	7981749837
4	160117735103	Rahul Tumuluri	ECE-2	ugs17103_ece.rahul@cbit.org.in	8074912212
5	160117735171	Saiteja Reddy Pidugu	ECE-3	ugs17171_ece.saiteja@cbit.org.in	9652512395
6	160117735160	Pranav Karangula	ECE-3	ugs17160_ece.pranav@cbit.org.in	9573421392
7	160117735150	Joseph Murray	ECE-3	mikejoe14918@gmail.com	9492922808
8	160117732111	Shashi kumar Reddy Komati	Civil-2	ugs17111_civil.shashikumar@cbit.org.in	9951391647
9	160117734013	SHAHEEN CHIRAKULA	EEE-1	ugs17013_eee.shaheen@cbit.org.in	9110355991
10	160117734118	Baratam Yashwanth	EEE-2	ugs17118_eee.yashwanth@cbit.org.in	9493352148
11	160117734120	Yeshwanth Rayankula	EEE-2	Ugs17120_eee.yeshwanth@cbit.org.in	7730020314
12	160117734079	M. Himanth kumar	EEE-2	ugs17079_eee.himanth@cbit.org.in	6281810493
13	160117734086	Vijjagiri Manideep	EEE-2	ugs17086_eee.manideep@cbit.org.in	7989341916
14	160117734038	Nanaji Gurle	EEE-1	ugs17038_eee.nanaji@cbit.org.in	9032298896
15	160117734012	A.Sai Keerthi	EEE-1	ugs17012_eee.saikerthi@cbit.org.in	9110351548
16	160117734048	SaiNaveenAppala	EEE-1	ugs17048_eee.sai@cbit.org.in	6303894053
17	160117736018	Bala Narasimha Banala	Mech-1	ugs17018_mech.bala@cbit.org.in	9440088218
18	160117736009	Sai Dhruthi Poleni	Mech-1	ugs17009_mech.saidhruthi@cbit.org.in	7997777304



MBA

1	160119672042	kaniganti rajesh	MBA	pgs19042_mba.rajesh@cbit.org.in	9849636245
2	160119672015	D Prerna	MBA	pgs19015_mba.prerna@cbit.org.in	8331902997
3	160119672091	VADLA BHANUCHANDAR CH	MBA	pgs19091_mba.bhanuchandar@cbit.org.in	9618239343
4	160119672115	Utkalkar Sheshan	MBA	pgs19115_mba.sheshan@cbit.org.in	9542420359



1	160117736001	K.Akshaya	Mech-1	ugs17001_mech.akshaya@cbit.org.in	8919052309
2	160117736315	Pratyush VS Kumar	Mech-2	ugs17315_mech.pratyushkumar@cbit.org.in	9110330985

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90

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Cognizant GenC Final Selects List

S.No	Univ Reg No	Full Name	Mobile Number	Degree	Branch	College Name	Branch
72	160117735027	Attempally Ashish	9182246989	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-1
73	160117735033	Abbidi Harikrishna	9963179441	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-1
74	160117735038	Robith Reddy S	8639134428	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-1
75	160117735039	Sai Gowtham Chittimsetty	7055870329	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-1
76	160117735040	Salprathap Reddy Vadicherla	9182713512	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-1
77	160117735042	Janiniya Shaik	9182360064	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-1
78	160117735045	Shashivardhan Reddy Kavali	9182968169	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-1
80	160117735052	Tharus Thota	7893464727	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-1
82	160117735063	Anutha Bamar	8179436137	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-2
83	160117735066	Madasu Kavya	8309930909	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-2
84	160117735067	Lakshma Ande	9121686729	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-2
85	160117735069	Mamatha Erugadimla	8919450206	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-2
89	160117735084	Abhinav Kalloomana	9515541907	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-2
92	160117735105	Rupesh Chandra Sayam	7993823029	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-2
93	160117735107	Saketh Reddy Dodda	9182568613	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-2
94	160117735110	Kommidu Teja Reddy	9553453275	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-2
98	160117735117	Pochampally Vinay Reddy	7981749837	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-2
99	160117735118	Kotte Vishnu Bhargav	8074498449	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-2
101	160117735131	Nikhila Manupuri	7013061080	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-3
102	160117735135	Pravalka Chittoja	7674969086	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-3
103	160117735138	Shrovani Jalli	8985480544	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-3
104	160117735141	Srisai Merugu	8978611199	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-3
105	160117735145	Vinoothna Sree Nayakanti	9603132650	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-3
106	160117735148	Rhagath Singh Khare	8639238056	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-3
107	160117735149	Bob Bathula	9618783361	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-3
108	160117735150	Joseph Murray	9492922808	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-3
109	160117735159	Mithish Chilukuri	7396653782	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-3
110	160117735160	Pranav K	9573421392	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-3
111	160117735173	Shiva Kumar Reddy Nareddy	7989312529	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-3
112	160117735175	Srinivasa Bharadwaj Chakrism	8247018234	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-3
113	160117735201	Satish Kumar Kolla	7095248345	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-1
114	160117735302	Karthik Prapanna Vanjivakkam	7097574591	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-1
115	160117735303	Sai Kiran Reddy Govindugari	7989280175	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-1
116	160117735309	Ch Mvn Sai Teja Prashanth	7981434284	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-1
117	160117735311	Vamsi Krishna Motru	8187865069	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-1
118	160117735313	Sumanth Banwada	9133569493	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-2
119	160117735314	Akhlesh Thammishetty	8374839839	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-2
121	160117735329	Nakka Sai Siddartha	8499083151	B.Tech/B.E.	Electronics And Communication Engineering	CBIT	ECE-3
123	160117736006	Mahitha Dudda	9450357408	B.Tech/B.E.	Mechanical Engineering	CBIT	Mech-1
124	160117736018	Bala Narasimha Banala	9440088218	B.Tech/B.E.	Mechanical Engineering	CBIT	Mech-1
126	160117736066	Poori Saadhana Chandra	9553393311	B.Tech/B.E.	Mechanical Engineering	CBIT	Mech-2
127	160117736069	Shreya Munnuri	7093838721	B.Tech/B.E.	Mechanical Engineering	CBIT	Mech-2
128	160117736075	Akhi Vaitla	8074157845	B.Tech/B.E.	Mechanical Engineering	CBIT	Mech-2
129	160117736101	Sai Bhuvan Pathnam	9182543603	B.Tech/B.E.	Mechanical Engineering	CBIT	Mech-2
130	160117736112	Rayasam Venkata Naga Akash	9494304776	B.Tech/B.E.	Mechanical Engineering	CBIT	Mech-2
131	160117736115	Venkata Vinai Dendukuri	9100988983	B.Tech/B.E.	Mechanical Engineering	CBIT	Mech-2

174

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CAREER DEVELOPMENT CENTRE

ECE-1 ENGG COMPANY WISE PLACED DATABASE 2020-21

S.No	Student Name	Roll No	Branch	BE CGPA	Preference	Day 1 Sharing			C1
1	Akhila Maarka	16011773500	ECE-1	7.39	CTS	Capgemini	Infosys	Massmutual	
2	Anjali Kanchalapally	16011773500	ECE-1	8.51	Micron	Deloitte			
3	Farooqunnisa	16011773500	ECE-1	7.97	HCL	Massmutual	Gap Inc Tech		
4	HASEENA PALLE	16011773500	ECE-1	8.22	Accenture	CTS	Modak		
5	Khundhana Madurai	16011773500	ECE-1	8.22	CTS	TCS			
6	Sripathi Krishna sai Geethika	16011773500	ECE-1	8.3	LTI				
7	Lohitha Gundaganani	16011773500	ECE-1	8.81	LTI	CTS			
8	Maansa Krovvidi	16011773500	ECE-1	8.15		L&T Intern			
9	Namitha Kommineni	16011773500	ECE-1	8.71	Accenture	CTS	Capgemini	VISA	
10	Nikhila Raj Nitta	16011773501	ECE-1	7.12	LTI				
11	Nikhitha Tada	16011773501	ECE-1	8.63	Deloitte	Infosys SES			
12	Nipuna Vancha	16011773501	ECE-1	8	Accenture				
13	Pragna Dasari	16011773501	ECE-1	7.8	Accenture	CTS			
14	Priyanka Kilaru	16011773501	ECE-1	8.22	Deloitte	F5 Networks	TCS		
15	Saathi Avula	16011773501	ECE-1	8.22	Deloitte	F5 Networks			
16	SHIVANI JANNAIKODE	16011773501	ECE-1	8.55	CTS	Massmutual			
17	shravani reddy Voddula	16011773501	ECE-1	8.27	CTS				
18	Shreya Reddy	16011773501	ECE-1	8.9	CTS				
19	Sowjanya Boddani	16011773501	ECE-1	8.41	Micron				
20	Srinija Lankala	16011773502	ECE-1	8.29	HCL				
21	Vyshnavi Cheedepudi	16011773502	ECE-1	7.42	Deloitte	Accenture			
22	Abhinay Surya	16011773502	ECE-1	8.28					
23	Abhishek Adire	16011773502	ECE-1	7.63	Accenture				
24	ABHISHEK BEGARI	16011773502	ECE-1	8.07	Deloitte				
25	Aditya Pamulapalli	16011773502	ECE-1	5.18					
26	Allampally Ashish	16011773502	ECE-1	8.43	CTS	Capgemini	Medha Servo		
27	Bhargav Kumar	16011773502	ECE-1	5.33	cloud4c				
28	BHUVANESH SAMMETA	16011773502	ECE-1	7	Infosys				
29	Chanikya Mamindlapalli	16011773503	ECE-1	7.86	Deloitte				
30	Damodhar Gaddi	16011773503	ECE-1	7.13	cloud4c				
31	Dinesh Reddy	16011773503	ECE-1	7.78	Infosys Digital SE				
32	Harikrishna Abbidi	16011773503	ECE-1	7.5	CTS				
33	Harish Reddy	16011773503	ECE-1	7.5	HCL				
34	Hrushikesh Aavula	16011773503	ECE-1	7.03					
35	Sandeep Reddy Nallamilli Krishna	16011773503	ECE-1	7.15	Capgemini				
36	Pranith Akunuri	16011773503	ECE-1	6.45					
37	ROHITH REDDY S	16011773503	ECE-1	7.6	CTS	Modak	Massmutual		
38	Sai Gowtham Chittamsetty	16011773503	ECE-1	7.31	Accenture	CTS			
39	Saiprathap Reddy VADICHERLA	16011773504	ECE-1	6.43	CTS				
40	Sai Teja Machabathuni	16011773504	ECE-1	7.13	Deloitte				
41	Jani miya Shaik	16011773504	ECE-1	8.33	Accenture	CTS	Capgemini	Micron	

42	Juniath Shaik	16011773504	ECE-1	7.2	Modak	HCL			
43	Sohali Shaik	16011773504	ECE-1	5.73	Infosys				
44	Shashivardhan Reddy	16011773504	ECE-1	7.78	CTS	Capgemini	TCS		
45	Shivakumar Yaddanapudi	16011773504	ECE-1	7.57					
46	Shravan kumar goud	16011773504	ECE-1	6.4	HCL				
47	Srikanth Gavide	16011773504	ECE-1	7.74					
48	Srikanth Gunturu	16011773504	ECE-1	8.54	Accenture	CTS	Infosys	Capgemini	Model.N
49	Sunil Varma Rudraraju S S	16011773505	ECE-1	6.72	Modak				
50	Tharun Thota	16011773505	ECE-1	7.31	CTS	Infosys	Modak	HCL	
51	Uthej Kadari	16011773505	ECE-1						
52	Varun Masku	16011773505	ECE-1	6.25					
53	Krishna Sathvik Rallabandi	16011773505	ECE-1	7.39	Deloitte				
54	Venkata pavan vishnu Rachapudi	16011773505	ECE-1	7.01	Massmutual				
55	Vijay Bhaskar	16011773505	ECE-1	6.55	Accenture	CTS			
56	Vivek Kalva	16011773505	ECE-1	5.29	LTI				
57	Vivek goud Palle	16011773506	ECE-1	7.2	HCL	Massmutual			
58	Satish kumar Kolla	16011773530	ECE-1	7.4	Infosys SES	CTS			
59	KARTHIK PRAPANNA V S	16011773530	ECE-1	6.5	Infosys SES	CTS			
60	Saikiran Reddy	16011773530	ECE-1	7.7	Infosys SES	LTI	CTS		
61	Saiteja Donthineni	16011773530	ECE-1	7.28					
62	Divya Dhavolla	16011773530	ECE-1	8.19	HCL				
63	Sheranya Bareddy	16011773530	ECE-1	6.87					
64	Rajesh Deshoju	16011773530	ECE-1						
65	Charanteja Abbavathini	16011773530	ECE-1	7.46					
66	SAI TEJA PRASHANTH CH MVN	16011773530	ECE-1	6.7	CTS				
67	Abdul Alhaf Raza Mohammad	16011773531	ECE-1	6.52	Massmutual				
68	VAMSHI KRISHNA MOTRU	16011773531	ECE-1	7.07	LTI 6.5L	CTS	BPPL Int		
69	Pavan Banothu	16011773531	ECE-1	6.4					
70	Aman Ahmed	16011773518	ECE-1	8.02					

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CAREER DEVELOPMENT CENTRE

ECE- 2 ENGG COMPANY WISE PLACED DATABASE 2020-21

S.No	Student Name	Roll No	Branch	CGPA%	Preference	Day 1 Sharing		C2	C3
1	Sudheer Pothuraju	160116735113	ECE-2	6					
2	Akanksha Thalla	160117735061	ECE-2	8.31	Accenture	Cappgemini	TCS		
3	Akhila Monikukkala	160117735062	ECE-2	7.67	Accenture	Cappgemini	infosys		
4	Anusha Bamar	160117735063	ECE-2	8.02	LTI	CTS			
5	Chandana Sunkara	160117735064	ECE-2	8.63	ServiceNow	TCS			
6	Gayathri Devi	160117735065	ECE-2	7.72	Accenture	Cappgemini			
7	Kavya Madaasu	160117735066	ECE-2	7.58	CTS	HCL	Massmutual		
8	Likhitha Ande	160117735067	ECE-2	8.01	CTS				
9	Malika Rani Tiruvaj	160117735068	ECE-2	7.94	Deloitte				
10	Mamatha Erugadinta	160117735069	ECE-2	9.03	CTS	Cappgemini	FS Networks		
11	Manisha A	160117735070	ECE-2	7.41	Accenture				
12	Navya Chalamalasetty	160117735071	ECE-2	8.46	Deloitte				
13	Niharika Hari	160117735072	ECE-2	7.89	LTI	Accenture			
14	Niharika Kavadi	160117735073	ECE-2	6.4					
15	NKsha Kotharamula	160117735074	ECE-2	8.42	Infosys SES	Accenture	CTS	Micron	Meridian In
16	Rithika Gunnam	160117735075	ECE-2	8.08	Accenture				
17	Sahil Arjela	160117735076	ECE-2	9.08	Oracle				
18	Sai Harshitha Gollapalli	160117735077	ECE-2	8.44	LTI	Accenture	infosys	Gap Inc Tech	
19	Sai Pranavi Reddy Patola	160117735078	ECE-2	6.96	Accenture				
20	Sanjana Guntha	160117735079	ECE-2	7.57	Accenture	CTS	Cappgemini		
21	Shreya Reddy Goutha Reddy	160117735080	ECE-2	8.45	Deloitte	TCS			
22	Sowmyasri Songapu	160117735081	ECE-2	8.49	LTI	Accenture	CTS	Gap Inc Tech	
23	Abdul Lateef Mohammed Abdul K	160117735082	ECE-2	6.04					
24	Abhijeet Chandra Utpala	160117735083	ECE-2	6.81	Accenture				
25	Abhinav Jaisukumar Kalloorama	160117735084	ECE-2	6.1	CTS				
26	Ajay Srikar Medidi	160117735085	ECE-2	6.81	Accenture	Infosys	Cappgemini	DSE	
27	Akshith Alugut	160117735086	ECE-2	7.25	Accenture				
28	Arun Kumar Sakkeri	160117735087	ECE-2	6.1					
29	Bharadwaj Dande	160117735088	ECE-2	6.77					
30	Charanjit Nandigama	160117735090	ECE-2	8.14	Accenture	CTS	Modak		
31	Dheeraj Vamsi Gaddam	160117735091	ECE-2	8.33	Accenture				
32	Govardhan Katta	160117735092	ECE-2	8.02	Accenture				
33	Hithik Roshan Palampetta	160117735093	ECE-2	8.88	Oracle				
34	Krishna Chaitanya Goparaju	160117735094	ECE-2	8.58	Deloitte				
35	Lakshmi Srikanth Yechuri	160117735095	ECE-2	8.63	LTI	Accenture			
36	Maanvik Thodupunuri	160117735096	ECE-2	8.01	LTI	Micron			
37	Mahidhara Reddy Kankara	160117735097	ECE-2	8.84	Oracle	LTI 6.5L	Accenture	Cappgemini	
38	Naveen Yembadi	160117735099	ECE-2	6.24					
39	Nikhil Kanukuntla	160117735100	ECE-2	6.56	Accenture	CTS			
40	Prajay Reddy Minuka	160117735101	ECE-2	6.72	Infosys SES	LTI	Deloitte Audit		
41	Pranith Reddy Minumula	160117735102	ECE-2	6.35					
42	Rahul Tumuluri	160117735103	ECE-2	7.93	LTI	Accenture	Merilytics	Cappgemini	cloud4c
43	Rakshit Devunuri	160117735104	ECE-2	6.5	CTS	Infosys	Cappgemini		
44	Rupesh Chandra Sayam	160117735105	ECE-2	6.2	CTS	Cappgemini	Byjus		
45	Sai Tharun Bairi	160117735106	ECE-2	7.86	Infosys	Orient Cement	HCL		

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46	Saketh Reddy Dodda	160117735107	ECE-2	8.11	LTI	CTS			
47	Shiva Dhanush Dussa	160117735108	ECE-2	7.2	Accenture	Cappgemini			
48	Tarun Katti	160117735109	ECE-2	8.83	Infosys Digital SE				
49	Teja Reddy Kommid	160117735110	ECE-2	6.2	CTS				
50	Tejeshwar Singh Rajput	160117735111	ECE-2	8.46	Accenture	CTS	Cappgemini	ModelN	Micron
51	Vamsi Ganna	160117735112	ECE-2	7.94	CTS	Infosys	Cappgemini		
52	Vashista Basava	160117735114	ECE-2	7.89	LTI 6.5L	CTS			
53	Vinay Reddy Navari	160117735116	ECE-2	6.24	Accenture	Infosys	Cappgemini	Infosys DSE	
54	Vinay Reddy Pochampally	160117735117	ECE-2	7.22	LTI	CTS	Infosys	Modak	
55	Vishnu Bhargav Kotte	160117735118	ECE-2	7.01	CTS	TCS			
56	Vishwa Teja Bingi	160117735119	ECE-2	7.94	Accenture				
57	Vishwa Vjetha Gujula	160117735120	ECE-2	8.64	Deloitte				
58	Sumanth Reddy Banawada	160117735313	ECE-2	6.32	CTS	Cappgemini	Laksh Semicon		
59	Akhilesh Thammishetty	160117735314	ECE-2	7.13	CTS	HCL			
60	Praneeth Reddy Nagilla	160117735315	ECE-2	7.74	LTI	CTS			
61	Vani Chowdary	160117735316	ECE-2	8.52	HCL				
62	Dileep Reddy Veeram	160117735317	ECE-2	6.59					
63	Nasreen Sulthana	160117735319	ECE-2	6.88	Massmutual				
64	Vasavi Andugula	160117735320	ECE-2	6.93	LTI				
65	Vinay Teja Budidha	160117735321	ECE-2	5.79					
66	Hinduja Panchareddy	160117735322	ECE-2	6.67					
67	Sumatefha Dhuvvata	160117735323	ECE-2	-					
68	Geetha Dharavath	160117735324	ECE-2	6.5					


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CAREER DEVELOPMENT CENTRE

ECE- 3 ENGG COMPANY WISE PLACED DATABASE 2020-21

S.No	Student Name	Roll No	Branch	CGPA%	Preference	Day 1 Sharing			C1
1	Akhila Konakanchi	160117735121	ECE-3	8.78	Accenture				
2	Anusha Gingurala	160117735122	ECE-3		LTI	Accenture			
3	Deepika Reddy Baddam	160117735123	ECE-3	7.47	LTI				
4	Devesika Ravi Meshram	160117735124	ECE-3	5.9	LTI	Cappgemini			
5	Divya Sise P V	160117735125	ECE-3	8.73	LTI 6.5L	Hackwith Inf	Deloitte Audit	Multiplier Solutions	Blue Yonder Int
6	Jyothsnavi Kuppili	160117735127	ECE-3	8.8	Accenture				
7	Maanasvi Kodil	160117735128	ECE-3	9.53	Micron				
8	Madha Fathima	160117735129	ECE-3	7.5	LTI	Accenture	Gap Inc Tech		
9	Harehita Nagasai Kaza	160117735130	ECE-3	8.31	LTI	Accenture	CTS	Gap Inc Tech	
10	Nikhila Manupuri	160117735131	ECE-3	8.48	CTS	Micron			
11	Nikhila Valishetti	160117735132	ECE-3	8.2	Micron				
12	Nishna vooranki	160117735133	ECE-3	6					
13	Pragathi Guduru	160117735134	ECE-3	8.53	JPMC	Deloitte			
14	Praveeka chitloju	160117735135	ECE-3	8.9	CTS	Infosys	Medha Servo		
15	Sarayu Jupudi	160117735136	ECE-3	5.85	Accenture				
16	Shivani Sama	160117735137	ECE-3	5.41	Micron	Deloitte			
17	SHRAVANI JALLI	160117735138	ECE-3	7.2	CTS	TCS			
18	Sowmya Anjuru	160117735139	ECE-3	5.34	LTI	Infosys			
19	Sreeja Kunturu	160117735140	ECE-3	8.08	LTI				
20	Srisal Menuga	160117735141	ECE-3	8.17	CTS				
21	Sriroja Gopala	160117735142	ECE-3	8.08	Accenture				
22	Teena Chowdary Dthulpala	160117735143	ECE-3	5.01	LTI				
23	Venkata Sai Sruthi Chebrolu	160117735144	ECE-3	7.2	Massmutual				
24	Vinodhina Sree Nayakanti	160117735145	ECE-3	7.82	LTI	CTS			
25	Abhiram M S D	160117735146	ECE-3	6.9	TCS				
26	Akhil Teja Jampani	160117735147	ECE-3	8.35	Abzoba	Modak	Massmutual		
27	Bhagath Singh khare	160117735148	ECE-3	6.07	CTS				
28	Bob Abishal Bathula	160117735149	ECE-3	8.51	CTS				
29	Joseph Michael Murray	160117735150	ECE-3	9.12	Ream Group	CTS	Global Edge	Ocultronics	cloud4c
30	Kailas Sabavath	160117735151	ECE-3	5.57	HCL				
31	Karthik Mathka	160117735152	ECE-3	6.9	Cofuyl	Modak			
32	Madhukar Reddy Varala	160117735153	ECE-3	7.58	LTI				
33	Mahesh Manmani	160117735154	ECE-3	7	LTI 6.5L	TCS			
34	Manoesh Kumar Jaripothula	160117735155	ECE-3	-					
35	Arif Mohammed	160117735156	ECE-3	6.7	Modak				
36	Nitesh Aloney	160117735158	ECE-3	8.75	Deloitte	TCS	Blue Yonder Int		
37	Nithish Chilukuri	160117735159	ECE-3	8.9	CTS	Cappgemini	Infosys		
38	Pranav Karargala	160117735160	ECE-3	8.8	CTS	Infosys	TCS	cloud4c	
39	Rahul Gundala	160117735162	ECE-3	7.47	Modak	HCL			
40	Rohit Prasad Varanasi	160117735163	ECE-3	7.8	Deloitte				
41	Sai Abhishek Kool	160117735164	ECE-3	8.3	LTI	Infosys	Cappgemini	TCS	
42	Sai Kiran BANDARI	160117735166	ECE-3	6.35	Byjus				
43	Sai Kiran Kondeju	160117735167	ECE-3	7.1	Deloitte				
44	Sai Parindra Santosh Kumar Ma	160117735168	ECE-3	7.5	Deloitte				
45	Saijeja Reddy Pidugu	160117735171	ECE-3	8.82	CTS	TCS	cloud4c		
46	Shiva kumar Reddy Nareddy	160117735173	ECE-3	6.5	CTS				
47	Sri Hael Koram	160117735174	ECE-3	7.15	Orient Cement				

(Signature)
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 CAREER DEVELOPMENT CENTRE
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48	Srinivasa Bharadwaj Chaklam	160117735175	ECE-3	8.01	CTS			
49	Sudheep Reddy Sabbi Reddy	160117735176	ECE-3	8	Rsam Group			
50	Surya Kankata	160117735177	ECE-3	7.7	LTI			
51	Tulasi Ram Vege	160117735178	ECE-3	8.71				
52	Venkata Sai Laxman Goriparthi	160117735180	ECE-3	8.37	Deloitte			
53	Keerthi Puluru	160117735325	ECE-3	8.53	VRIZI			
54	Jagadishwar Kola	160117735326	ECE-3	7.876				
55	NAVYA THOTA	160117735327	ECE-3	8.14		Letismobility Int		
56	Bhavani Govindola	160117735328	ECE-3	7.83	HCL			
57	Sai Siddartha Nakka	160117735329	ECE-3	7.83	CTS			
58	Haruman Sagar Nelha Bathula	160117735330	ECE-3	7.99				
59	SAI SHARAN NANDAMURI	160117735331	ECE-3	5.63				
60	Aditya Crem	160117735332	ECE-3	8.3	Massmutual			
61	Kesar Nand Kishore	160117735333	ECE-3	6.43	Byjus			
62	Pranay Kumar Sunkari	160117735334	ECE-3	5.8				
63	Sravya Neralla	160117735335	ECE-3	7	Massmutual			
64	Karthik Shankar Manekan	160117735336	ECE-3	5.8				
65	Akkapeeddi Chandrabass	160116735152	ECE-3	7	Accenture	Rsam Group		



Deloitte Confirming Verbal Offer || CBIT, Hyd

from: **Menon, Hari** harimenon@deloitte.com
to: Placements HEAD <placements@cbit.ac.in>
cc: "Pillay, Kanchan" <kanpillay@deloitte.com>, "Avishek, Ankit" <aavishek@deloitte.com>
date: Aug 28, 2020, 8:04 PM subject: Confirming Verbal Offer || CBIT, Hyd
mailed-by: deloitte.com signed-by: deloitte.com security: Standard encryption (TLS) [Learn more](#): Important according to Google magic.

Dear Team,

Thank you for participating in the 2020 Deloitte Campus Recruitment.

On behalf of Deloitte, we would like to thank you for all your support and collaboration.

As a follow-up to the **52** offers communicated verbally, we have attached the complete list of students selected from your institution. Please fill in the required information in the given format by downloading the document and send it back to us by **4-Sep-2020**

We will be reaching out to each of these selected candidates for key information/documents to release the offer.

We look forward to receiving further details from your end. Please feel free to write to us if you have any questions.

Best regards,

Deloitte Confirming Verbal Offer

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Director, CDC
CBIT, Gandipet, Hyd.
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E-mail: placements@cbit.ac.in

Sl.No.	Name of the Candidate	Branch	Roll No.
1	Nitin Reddy Vatt	IT-2	160117737099
2	Amrutha Tiruveedhula	CSE-1	160117733003
3	Sai Vinitha Yeggadi	CSE-1	160117733016
4	vyshnavi cheedepudi	ECE-1	160117735022
5	charitha polavarapu	CSE-1	160117733005
6	Hruda Tej Akkaladevi	CSE-1	160117733030
7	Shreeyesh Reddy Subbagari	CSE-1	160117733048

8	Apoorva Pattamatta	CSE-2	160117733062
9	samhitha kamma chavala	CSE-2	160117733074
10	Sowmya Bommu	CSE-2	160117733076
11	Rishika Redna	CSE-2	160117733081
12	Saif Ali Athyaab	CSE-2	160117733109
13	Vishal Chandra Jongoni	CSE-2	160117733120
14	Vishal Vaka Reddy	CSE-2	160117733121
15	Kranthi Rekha Chinthapally	CSE-3	160117733131
16	Shwetha Yaramada	CSE-3	160117733138
17	Charithesh Puppireddy	CSE-3	160117733149
18	Shiva Kumar Jada	CSE-3	160117733172
19	Sreedeeep Rayavarapu	CSE-3	160117733174
20	Vishnu Gadam	CSE-3	160117733181
21	Anjali Kancharlapally	ECE-1	160117735002
22	Nikhitha T	ECE-1	160117735011
23	priyanka kilaru	ECE-1	160117735014
24	Saathvi Avula	ECE-1	160117735015
25	ABHISHEK BEGARI	ECE-1	160117735025
26	Chanikya Mamindlapall	ECE-1	160117735030
27	Sai Teja Machabathuni	ECE-1	160117735041
28	Krishna Sathvik Rallabandi	ECE-1	160117735056
29	Tirvaji Malika Rani	ECE-2	160117735068
30	Navya Chalamalasetty	ECE-2	160117735071
31	Shreya Reddy	ECE-2	160117735080
32	Krishna Chaitanya Goparaju	ECE-2	160117735094
33	Nitesh Aloney	ECE-3	160117735158
34	Vishwa Vijetha Gujjula	ECE-2	160117735120
35	Pragathi Gudaru	ECE-3	160117735134
36	Shivani Sama	ECE-3	160117735137

Dr. N *N* REDDY
Director-CDC

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135

37	Rohit Prasad Varanasi	ECE-3	160117735163
38	sai kiran kondoju	ECE-3	160117735167
39	Sai Panindra Santosh Kumar Majji	ECE-3	160117735168
40	Venkata Sai Laxman Goriparthi	ECE-3	160117735180
41	Akshita Balidi	EEE-1	160117734001
42	Srivastav Sripadi	EEE-1	160117734054
43	Atheli Vijay Chandra	EEE-1	160117734057
44	Yoganand Sagar Suguru	EEE-1	160117734060
45	Maniver Reddy Tummala	EEE-2	160117734088
46	Pavan Kumar Dharmoju	EEE-	160117734095
47	Prerana Rajole	IT-1	160117737013
48	Spoorthy Reddy Chappidi	IT-1	160117737023
49	Hemanth Reddy Kakarla	IT-1	160117737038
50	Nikhita Reddy	IT-2	160117737072
51	Shivan Datha B	IT-2	160117737080
52	Dharani Kumar Reddy Gowra	IT-2	160117737091

Menon, Hari

Dr. N. N. REDDY
 Director, CDC
 CBIT, Gandipet, Hyd.
 Cell: 9849466587
 E-mail: placements@cbit.ac.in

Deloitte Tax & Deloitte Audit Offers Students list

from:	Pani, Ritwik <rpani@deloitte.com>
to:	Nln Reddy <nlnreddypo@gmail.com>, Placements HEAD <placements@cbit.ac.in>
cc:	"Nagpal, Sonia" <sonnagpal@deloitte.com>, "Farhat, Sarah" <safarhat@deloitte.com>, "Sinari, Chirag" <csinari@deloitte.com>, "Gracias, Rhea Rose" <rgracias@deloitte.com>, "Menon, Hari" <harimenon@deloitte.com>, "Kinnera, Rajesh" <rkinnera@deloitte.com>, "Bhongade, Ankita Mahendra" <abhongade@deloitte.com>
date:	Oct 9, 2020, 12:54 AM
subject:	Deloitte Tax & Deloitte Audit FY21 Campus Hiring CBIT Hyderabad- 8th October, 2020 16 Offers (Tax-13; Audit-3) Confirmation of Verbal Offers
mailed-by:	deloitte.com
signed-by:	deloitte.com
security:	Standard encryption (TLS) Learn more

Dear NLN Sir,

Thank you for participating in the 2020 Deloitte Campus Recruitment.

On behalf of Deloitte, we would like to thank you for all your support and collaboration.

As a follow-up to the 16 offers (Tax-13; Audit-3) communicated verbally, we have attached the student details selected from your institution.

Please note that Aadhaar card is required for all new joiners. Hence, selected students need to apply for the same in case they don't have it.

Request you to please fill up the VOE for Audit Analytics profile and send it back to us.

We will be reaching out to each of these selected candidates for key information/documents to release the offer.

We look forward to receiving further details from your end. Please feel free to write to us if you have any questions.

Best regards,

Campus Team


Dr. N. N. REDDY
Director-CDC
CBIT, Gandipet, Hyd.
Cell: 9849466587
E-mail: placements@cbit.ac.in

Deloitte Tax Offer List

Serial No	First Name	Last Name	Candidate Email	Branch
1	shiva jyothi	chidura	cshivajyothi123@gmail.com	IT-1
2	Sujan	Chithaluri	ugs17178_cse.sujan@cbit.org.in	CSE-3
3	Abhilash	Devunori	ugs17084_cse.abhilash@cbit.org.in	CSE-2
4	Prakashitha	Jaladanki	ugs17070_cse.prakashitha@cbit.org.in	CSE-2
5	Anudeep	Kandula	ugs17087_cse.anudeep@cbit.org.in	CSE-2
6	Apurva	Karne	ugs17067_it.apurva@cbit.org.in	IT-2
7	Venkata Srinivas	Kompally	ugs17115_it.venkata@cbit.org.in	IT-2
8	Jyotika	Koneru	ugs17129_cse.jyotika@cbit.org.in	CSE-3
9	Divisha Sri Sanjana	Madupalli	ugs17004_it.divisha@cbit.org.in	IT-1
10	Pavan	Pawar	ugs17044_it.pavan@cbit.org.in	IT-1
11	Vidyadhar	Pogul	ugs17118_cse.vidyadhar@cbit.org.in	CSE-2
12	Sharath Chandra	Sriramula	ugs17111_cse.sharath@cbit.org.in	CSE-2
13	Meghana	Yeddula	meghanareddyeddula@gmail.com	IT-2

Deloitte Audit Offer List

Serial No	First Name	Last Name	Candidate Email	Branch
1	Shrinijja	Gilakathula	ugs17070_eee.shrinijja@cbit.org.in	EEE2
2	Prajay	Minuka	ugs17101_ece.prajay@cbit.org.in	ECE-2
3	Divya Sree	P V	ugs17125_ece.divya@cbit.org.in	ECE-3


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HCL Final Selection of BE Students & CTC on 28.05.2021

from: **Madhumita Murali** <madhumita.m@hcl.com>

to: Placements HEAD <placements@cbit.ac.in>

cc: Ashish Bhalla <ashish.bhalla@hcl.com>,
Ketan Arora <KetanA@hcl.com>,
Anushka Sharma <anushka.sharma@hcl.com>,
Preeti Sharma <preeti.sh@hcl.com>

date: May 28, 2021, 7:49 PM

subject: RE: HCL || Chaitanya Bharathi Institute of Technology || Virtual Campus Drive || April 2021

mailed-by: hcl.com

signed-by: HCL.COM

security: Standard encryption (TLS) [Learn more](#)

: Important mainly because you often read messages with this label.

Classification: Confidential

Dear Sir/Ma'am,

Thank you for your wonderful support in arranging the virtual campus drive.

The below student has been selected for the opportunity with HCL, please communicate to the respective student on his selection with HCL.

Dr. N. L. N. REDDY
Director, CDC
CBIT, Gandipet, Hyd.
Cell: 9849466587
E-mail: placements@cbit.ac.in

Sl No	Roll No.	Student Name	Email	Graduation Specialization /Branch	Phone No.
1	160117733311	Akhila Udutha	ugs17311_cse.udutha@cbit.org.in	CSE-1	9573144682
2	160117733312	KOLLURI MEOHANA	Ugs17312_cse.kolluri@cbit.org.in	CSE-1	9949553658
3	160116733100	Rahul S	ugs16100_cse.rahul@cbit.org.in	CSE-1	9618236384
4	160117733318	Dharani Saripally	ugs17318_cse.saripally@cbit.org.in	CSE-2	8498892234
5	160117733314	Haritha E	ugs17314_cse.e@cbit.org.in	CSE-2	9985324063
6	160117733155	Aiitha kartheek	ugs17155_cse.kartheek@cbit.org.in	CSE-3	7989813819
7	160117733148	Chanikya Ladi	Ugs17148_cse.chanikya@cbit.org.in	CSE-3	8367544394
8	160117735020	Srinija Lankala	ugs17020_ece.srinija@cbit.org.in	ECE-1	7032674740
9	160117735034	Komatireddy Harish reddy	ugs17034_ece.harish@cbit.org.in	ECE-1	9949744612
10	160117735043	Shaik Juniath	ugs17043_ece.shaik@cbit.org.in	ECE-1	8919223294
11	160117735003	Farooqunnisa	ugs17003_ece.farooq@cbit.org.in	ECE-1	9989811403
12	160117735047	kalali shraavan Kumar goud	ugs17047_ece.shraavan@cbit.org.in	ECE-1	8106371590
13	160117735052	Tharun Thota	ugs17052_ece.tharun@cbit.org.in	ECE-1	7893464727
14	160117735060	Palle vivek	Ugs17060_ece.vivek@cbit.org.in	ECE-1	9705808886
15	160117735305	Dhavolla Divya	ugs17305_ece.dhavolla@cbit.org.in	ECE-1	9182622425
16	160117735316	Ch.vani	ugs17316_ece.chowdary@cbit.org.in	ECE-2	9493551653

17	160117735106	Sai Tharun Bairi	Ugs17106_ece.saltharun@cbit.org.in	ECE-2	9121658891
18	160117735066	Kavya Madasu	ugs17066_ece.kavya@cbit.org.in	ECE-2	8309930909
19	160117735314	Akhilesh Thammishetty	ugs17314_ece.thammishetty@cbit.org.in	ECE-2	8374839839
20	160117735162	Rahul Gundala	ugs17162_ece.rahul@cbit.org.in	ECE-3	9182563086
21	160117735328	Govindolla Bhavani	ugs17328_ece.govindolla@cbit.org.in	ECE-3	8367349804
22	160117735151	Kailas Salavath	ugs17151_ece.kailas@cbit.org.in	ECE-3	8143503387
23	160117734059	P. Vishwanath Anand Reddy	ugs17059_eee.vishwanath@cbit.org.in	EEE-1	9398593656
24	160117734302	KARRA NIKHIL REDDY	ugs17302_eee.karra@cbit.org.in	EEE-1	9010098316
25	160117734046	Sai Charan Munjala	ugs17046_eee.sai@cbit.org.in	EEE-1	9502470036
26	160117734017	Swetha Lenkala	ugs17017_eee.swetha@cbit.org.in	EEE-1	8374638090
27	160117734040	NIKHIL REDDY VAKITI	ugs17040_eee.nikhil@cbit.org.in	EEE-1	8099096229
28	160117734081	M Kalyan Sai Vinay	ugs17081_eee.kalyan@cbit.org.in	EEE-2	8639357814
29	160117734120	Rayankula Yeshwanth	Ugs17120_eee.yeshwanth@cbit.org.in	EEE-2	7730020314
30	160117734078	Harshith Molugu	ugs17078_eee.harshith@cbit.org.in	EEE-2	9398324852
31	160117737019	Sanjana Malthumkar	Ugs17019_it.sanjana@cbit.org.in	IT-1	7995670249
32	160117737030	M.Yogitha Nandini	ugs17030_it.yogitha@cbit.org.in	IT-1	8919369434
33	160117737033	Bodige Aravind Kumar	ugs17033_it.aravind@cbit.org.in	IT-1	9505685973
34	160117737081	Sindhu Sreeram	ugs17081_it.sindhu@cbit.org.in	IT-2	9182291591
35	160117737116	Vikas goli	ugs171116_it.vikas@cbit.org.in	IT-2	8465977640
36	160117737063	Alankrutha Reddy Barlapally	ugs17063_it.alankrutha@cbit.org.in	IT-2	9182968225
37	160117737101	Prashanth Gopathi	ugs17101_it.prashanth@cbit.org.in	IT-2	9182469567
38	160117737109	Kalwa Sanjay Kumar	ugs17109_it.sanjay@cbit.org.in	IT-2	8309643209
39	160117737313	Hamilpur shivani	ugs17313_it.hamilpur@cbit.org.in	IT-2	9908587610

Important Points:

1. CTC offered : INR 4.75 LPA
2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24*7 operations and Shifts, willing to learn.
3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCL Technologies.
4. Service Agreement for 24 Months (as applicable). In case they leave before completing 24 months, they are liable to pay 1.25 lakh to the organization.
5. Probation Period will be of 12 Months.

Please Note:

Their Joining with HCL is subject to BGV Clearance, Re-hire Policy (incase applicable) and Eligibility criteria as follows :

1. Minimum 75% throughout in academics (10th, 12th/Diploma & Graduation) & no Backlogs.
2. B.E/B. Tech Graduation passing Year 2021 & Specialization in CSE/IT/Circuit Branch only.

Please acknowledge the email with consent that these students are blocked for HCL and should not be appearing for other organizations. All should join HCL.

Madhumita Murali
HCL

Dr. N. L. N. REDDY
Director-CDC
CBIT, Gandipet, Hyd.
Cell: 9849
E-mail: placeme

254

Final selects - List of LTI offered candidates @ CBIT (2021 batch)

From: Jay Shah <JayH.Shah@Intinfotech.com>
to: "placements@cbit.ac.in" <placements@cbit.ac.in>, mahesh manmari <ugs17154_ece.mahesh@cbit.org.in>, Principal CBIT <principal@cbit.ac.in>, "nlreddypo@gmail.com" <nlreddypo@gmail.com>
cc: Nikhil Govekar <Nikhil.Govekar@Intinfotech.com>, Priyanka Allen <Priyanka.Allen@Intinfotech.com>, Niranjan Kale <Niranjan.Kale@Intinfotech.com>
date: Sep 24, 2020, 3:37 PM
subject: Final selects - List of LTI offered candidates @ CBIT (2021 batch)
mailed-by: Intinfotech.com
signed-by: Intinfotech.com
security: Standard encryption (TLS) [Learn more](#)
: Important according to Google magic.

Dear team,
Greetings from LTI !!!

We would like to express our gratitude for your kind support throughout our virtual selection process.

Attached is the list of final selects offered by LTI from Year-2021 batch through the virtual selection process. (Intended to candidates meeting the attached eligibility criteria only)

Total No. of selects: 120

- Level-1: 95 selects
- Level-2: 25 selects

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Director-CDC
CBIT, Gandipet, Hyd.
Cell: 9849466587

Our Offer of Employment will be released to all final selects shortly. Email: placements@cbit.ac.in

Roadmap ahead on receiving the Offer letter from our 'CampBuzz Portal':

1. Candidate is requested to Login to our CampBuzz Portal (CampBuzz Portal ID & Password will be shared in the 'Offer of Employment' Email)
2. Candidate should mandatorily register by filling the Candidate Registration form on the portal.
3. Candidates completing their Registration on the CampBuzz portal ONLY will be considered for joining.

Kindly note that the selection of the candidate is made on the basis of him/her meeting the following conditions (repeating these again to avoid any ambiguity):

1. Meeting the eligibility criteria attached with the e-mail

2. Selected candidate must be ready to sign a 2 year service level agreement with us.
3. Selected candidate must be open for relocation (their job location could be any of our development centers across India).
4. Candidate found medically fit (details on this would be shared in the joining e-mail).

We expect close to 100% Joining ratio from students offered by the Company. This is very crucial in order to continue this rapport with your Institute.

Likewise, in our endeavour to excel through continuous improvement, request your valuable feedback on the overall 'Virtual selection process' experience on the below link:
[TPO Feedback form - Virtual Selection Process \(2021 batch\)](#)

We also urge you to encourage the selected students to keep on adding to their technical & communication skills before they join LTI.

Looking forward to a long and fruitful association with your Institute!

Thanks & Regards,

Jay Shah
 Campus Recruitment Team

Dr. N. L. N. REDDY
 Director-CBC
 CBIT, Gandipet, Hyd.
 Cell: 9849466587

E-mail: placements@cbit.ac.in

Sr. No.	CandidateName	Email ID	Phone No.	Roll No.	Branch	Clearance Level	Roll No.
1	Poduri Swaraj Necharika	ugs17035_biotech.swaraj@cbit.org.in	9014348987	160117805035	Bio-Tech	Level 1	160117805035
2	Akshitha Gummadi	ugs17002_biotech.akshitha@cbit.org.in	8179515430	160117805002	Bio-Tech	Level 1	160117805002
3	Abhishek Changle	ugs17020_chem.abhishek@cbit.org.in	7032314173	160117802020	Chemical	Level 1	160117802020
4	Kommi Karthik Choudary	ugs17026_civil.karthik@cbit.org.in	7207106818	160117732026	Civil-1	Level 1	160117732026
5	Prathyusha Badri	ugs17010_civil.prathyusha@cbit.org.in	8309458354	160117732010	Civil-1	Level 1	160117732010
6	A.rakesh	ugs17099_civil.rakesh@cbit.org.in	7337231648	160117732099	Civil-2	Level 1	160117732099
7	Mohammed Zubair Ahmed	ugs17033_cse.mohammed@cbit.org.in	7093621962	160117733033	CSE-1	Level 1	160117733033
8	Abhiram Reddy	ugs17024_cse.abhiram@cbit.org.in	9000345841	160117733024	CSE-1	Level 1	160117733024
9	Abhay Singh Baloria	ugs17061_cse.abhay@cbit.org.in	7051060988	160117733061	CSE-1	Level 1	160117733061
10	Chella Abishek	ugs17025_cse.abishek@cbit.org.in	9182752661	160117733025	CSE-1	Level 1	160117733025
11	Srinath Brahmeshwarkar	ugs17053_cse.srinath@cbit.org.in	9441153143	160117733053	CSE-1	Level 1	160117733053
12	Sana Simran Khazielakha	ugs17007_cse.khazielakha@cbit.org.in	8686078086	160117733007	CSE-1	Level 1	160117733007
13	Bolisetty Bhargav Sai	ugs17301_cse.bolisetty@cbit.org.in	8008608072	160117733301	CSE-1	Level 1	160117733301
14	Saad Ahmed	ugs17041_cse.saad@cbit.org.in	9701571945	160117733041	CSE-1	Level 1	160117733041
15	Shaik Abdul Muqtadeer	ugs17047_cse.shaik@cbit.org.in	7989722903	160117733047	CSE-1	Level 1	160117733047
16	Akshitha	ugs17001_cse.akshitha@cbit.org.in	9494605050	160117733001	CSE-1	Level 1	160117733001
17	Namya Reddy Gaddam	ugs17011_cse.namya@cbit.org.in	8247721320	160117733011	CSE-1	Level 1	160117733011
18	Supriya Pakala	ugs17082_cse.supriya@cbit.org.in	8639165907	160117733082	CSE-2	Level 1	160117733082

19	G. Pavan Praneeth	ugs17103_cse.pavan@cbit.org.in	7989899183	160117733103	CSE-2	Level 1	160117733103
20	Prakashitha Jaladanki	ugs17070_cse.prakashitha@cbit.org.in	9502385800	160117733070	CSE-2	Level 1	160117733070
21	Koushikpatnam	ugs17094_cse.koushik@cbit.org.in	8309754756	160117733094	CSE-2	Level 1	160117733094
22	Nandini Priya Devalla	ugs17068_cse.nandini@cbit.org.in	8897805862	160117733068	CSE-2	Level 1	160117733068
23	Jummala Roshini	ugs17072_cse.roshini@cbit.org.in	8500373023	160117733072	CSE-2	Level 1	160117733072
24	Gollapalli Preetham Reddy	ugs17105_cse.preetham@cbit.org.in	9849614763	160117733105	CSE-2	Level 1	160117733105
25	Y Madhavi Devi	ugs17067_cse.madhavi@cbit.org.in	7569498647	160117733067	CSE-2	Level 1	160117733067
26	Spourthi Badikala	ugs17077_cse.spourthi@cbit.org.in	6303972102	160117733077	CSE-2	Level 1	160117733077
27	Shashank Kandaala	ugs17112_cse.shashank@cbit.org.in	9963659582	160117733112	CSE-2	Level 1	160117733112
28	Keerthana Gurindagunta	ugs17130_cse.keerthana@cbit.org.in	8464822304	160117733130	CSE-3	Level 1	160117733130
29	Sajan Chithaluri	ugs17178_cse.sujan@cbit.org.in	7780511491	160117733178	CSE-3	Level 1	160117733178
30	Jyotika Koneru	ugs17129_cse.jyotika@cbit.org.in	9849055577	160117733129	CSE-3	Level 1	160117733129
31	Padari Punya Keerthi Reddy	ugs17134_cse.punya@cbit.org.in	7893500177	160117733134	CSE-3	Level 1	160117733134
32	G Vishnu Priya	ugs17143_cse.vishnu@cbit.org.in	8500584970	160117733143	CSE-3	Level 1	160117733143
33	Vyshali	ugs17144_cse.vyshali@cbit.org.in	7013570733	160117733144	CSE-3	Level 1	160117733144
34	Sneha Miryala	ugs17139_cse.sneha@cbit.org.in	7013211204	160117733139	CSE-3	Level 1	160117733139
35	Deekshitha. O	ugs17127_cse.deekshitha@cbit.org.in	7981712066	160117733127	CSE-3	Level 1	160117733127
36	Lohitha Gundagani	ugs17007_eee.lohitha@cbit.org.in	9666126310	160117735007	ECE-1	Level 1	160117735007
37	Kalva Vivek	ugs17059_eee.vivek@cbit.org.in	9652679936	160117735059	ECE-1	Level 1	160117735059
38	Nikhila Raj	ugs17010_eee.nikhila@cbit.org.in	7032873190	160117735010	ECE-1	Level 1	160117735010
39	Sai Kiran Reddy Govindugari	ugs17303_eee.govindugari@cbit.org.in	7989280175	160117735303	ECE-1	Level 1	160117735303
40	Sripathi Krishna sai Geethika	ugs17006_eee.krishna@cbit.org.in	8639918824	160117735006	ECE-1	Level 1	160117735006
41	Nagilla Praneeth Reddy	ugs17315_eee.nagilla@cbit.org.in	7036980340	160117735315	ECE-2	Level 1	160117735315
42	Niharika Hari	ugs17072_eee.niharika@cbit.org.in	8247543676	160117735072	ECE-2	Level 1	160117735072
43	Maanvik Thodupunuri	ugs17096_eee.maanvik@cbit.org.in	8639911216	160117735096	ECE-2	Level 1	160117735096
44	Yechuri Lakshmi Srikanth	ugs17095_eee.lakshmi@cbit.org.in	7731899605	160117735095	ECE-2	Level 1	160117735095
45	Rahul	ugs17103_eee.raahul@cbit.org.in	8074912212	160117735103	ECE-2	Level 1	160117735103
46	Minuka Prajay Reddy	ugs17101_eee.prajay@cbit.org.in	9177983699	160117735101	ECE-2	Level 1	160117735101
47	Anusha Bamar	ugs17063_eee.anusha@cbit.org.in	8179436137	160117735063	ECE-2	Level 1	160117735063
48	Gollapalli Sai Harshitha	ugs17077_eee.sai@cbit.org.in	9110794702	160117735077	ECE-2	Level 1	160117735077
49	Dodda Saketh Reddy	ugs17107_eee.saketh@cbit.org.in	9182668613	160117735107	ECE-2	Level 1	160117735107
50	Vinay Reddy Pochampally	ugs17117_eee.vinay@cbit.org.in	7981749837	160117735117	ECE-2	Level 1	160117735117
51	Sowmyasri	ugs17081_eee.sowmyasri@cbit.org.in	9676608304	160117735081	ECE-2	Level 1	160117735081

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52	Andugula Vasavi	ugs17320_ece.andugula@cbit.org.in	9553866802	160117735320	ECE-2	Level 1	160117735320
53	Surya Kankata	ugs17177_ece.surya@cbit.org.in	7337580331	160117735177	ECE-3	Level 1	160117735177
54	Madhukar Reddy Varala	ugs17153_ece.madhukar@cbit.org.in	8464841229	160117735153	ECE-3	Level 1	160117735153
55	Dhalipala Teena Chowdary	ugs17143_ece.teena@cbit.org.in	8686354333	160117735143	ECE-3	Level 1	160117735143
56	Sai Abhishek Kodi	ugs17164_ece.sai@cbit.org.in	8977293336	160117735164	ECE-3	Level 1	160117735164
57	Nayakanti Vinoothna Sree	ugs17145_ece.vinoothna@cbit.org.in	9603132650	160117735145	ECE-3	Level 1	160117735145
58	Sowmika Anjuru	ugs17139_ece.sowmika@cbit.org.in	9182505138	160117735139	ECE-3	Level 1	160117735139
59	G Anusha	ugs17122_ece.anusha@cbit.org.in	7993605466	160117735122	ECE-3	Level 1	160117735122
60	K.sreeja	ugs17140_ece.sreeja@cbit.org.in	9121007686	160117735140	ECE-3	Level 1	160117735140
61	Deveeka Ravi	ugs17124_ece.deveeka@cbit.org.in	7901264113	160117735124	ECE-3	Level 1	160117735124
62	Kaza Nagasai Harshita	ugs17130_ece.naga@cbit.org.in	6300221202	160117735130	ECE-3	Level 1	160117735130
63	Madiha Fathima	ugs17129_ece.madiha@cbit.org.in	9182660787	160117735129	ECE-3	Level 1	160117735129
64	Baddam Deepika Reddy	ugs17123_ece.deepika@cbit.org.in	7997006600	160117735123	ECE-3	Level 1	160117735123
65	Banka Mahesh Reddy	ugs17033_ece.mahesh@cbit.org.in	9951109511	160117734033	EEE-1	Level 1	160117734033
66	Saiharsha Reddy Pasula	ugs17050_ece.saiharsha@cbit.org.in	7981328348	160117734050	EEE-1	Level 1	160117734050
67	Sai Deekshith Rayaprolu	ugs17100_ece.sai@cbit.org.in	9515705732	160117734100	EEE-2	Level 1	160117734100
68	Srinivas Reddy Duggampudi	ugs17111_ece.srinivasa@cbit.org.in	9908073526	160117734111	EEE-2	Level 1	160117734111
69	Abhilash Budharapu	ugs17072_ece.abhilash@cbit.org.in	9505044413	160117734072	EEE-2	Level 1	160117734072
70	Gilakathula Shrinijja	ugs17070_ece.shrinijja@cbit.org.in	9618413520	160117734070	EEE-2	Level 1	160117734070
71	Akshith Nagelly	ugs17074_ece.akshith@cbit.org.in	9182977269	160117734074	EEE-2	Level 1	160117734074
72	Syed Danish Hussaini	ugs17057_it.syed@cbit.org.in	7032435468	160117737057	IT-1	Level 1	160117737057
73	Maddipatla Mukta	ugs17010_it.mukta@cbit.org.in	8309509802	160117737010	IT-1	Level 1	160117737010
74	Swethakondi	ugs17027_it.swetha@cbit.org.in	7036808629	160117737027	IT-1	Level 1	160117737027
75	Saiprakash Bollam	ugs17052_it.saiprakash@cbit.org.in	7780545024	160117737052	IT-1	Level 1	160117737052
76	Prasanna Kumari Surapureddy	ugs17012_it.prasanna@cbit.org.in	9347574839	160117737012	IT-1	Level 1	160117737012
77	Chidura Shivajyothi	ugs17021_it.shivajyothi@cbit.org.in	8639937654	160117737021	IT-1	Level 1	160117737021
78	Thalla Pavan	ugs17045_it.pavan@cbit.org.in	7989116443	160117737045	IT-1	Level 1	160117737045
79	Vaishnavi Vemuri	ugs17085_it.vaishnavi@cbit.org.in	8074362099	160117737085	IT-2	Level 1	160117737085
80	Sree Navya Madhavaram	ugs17082_it.sree@cbit.org.in	6303531256	160117737082	IT-2	Level 1	160117737082
81	Hemanth Chanda	ugs17095_it.hemanth@cbit.org.in	9515214869	160117737095	IT-2	Level 1	160117737095
82	Apurva Kame	ugs17067_it.apurva@cbit.org.in	7981208031	160117737067	IT-2	Level 1	160117737067
83	Surabhi Sathvik	ugs17110_it.sathvik@cbit.org.in	8309378759	160117737110	IT-2	Level 1	160117737110
84	R. Nitesh Bhargav	ugs17315_it.rangasube@cbit.org.in	7673912012	160117737315	IT-2	Level 1	160117737315
85	Zohaib Abdullah Ahmed	ugs17120_it.zohaib@cbit.org.in	7799157042	160117737120	IT-2	Level 1	160117737120
86	Kalakonda Preetha	ugs17075_it.preetha@cbit.org.in	9490117902	160117737075	IT-2	Level 1	160117737075

158

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Guptha							
87	Rajini Masuram	ugs17077_it.rajini@cbit.org.in	8639670233	160117737077	IT-2	Level 1	160117737077
88	M Banu Teja	ugs17322_it.teja@cbit.org.in	9133556286	160117737322	IT-2	Level 1	160117737322
89	K.priyadarshini Reddy	ugs17076_it.priyadarshini@cbit.org.in	9182114946	160117737076	IT-2	Level 1	160117737076
90	Suresh Donthula	ugs17051_mech.suresh@cbit.org.in	8498802943	160117736051	Mech-1	Level 1	160117736051
91	Poleni Saidhruithi	ugs17009_mech.saidhruithi@cbit.org.in	7997777304	160117736009	Mech-1	Level 1	160117736009
92	Suvaran Bhattacharya	ugs17105_mech.suvaran@cbit.org.in	9618034302	160117736105	Mech-2	Level 1	160117736105
93	Nihaal Aekka	ugs17091_mech.nihaal@cbit.org.in	7675074557	160117736091	Mech-2	Level 1	160117736091
94	Mohammed Abid Hussain	ugs17088_mech.mohammed@cbit.org.in	8801311282	160117736088	Mech-2	Level 1	160117736088
95	Nithyashree Baskar	ugs17063_mech.nithyashree@cbit.org.in	9989287590	160117736063	Mech-2	Level 1	160117736063

SLN o.	CandidateName	Email ID	Mobile Number	Roll No.	Branch	Clearance Level
1	Sandhya Koluguri	ugs17012_civil.sandhya@cbit.org.in	8096970869	160117732012	Civil-1	Level 2
2	Alekhya Thadagonda	ugs17002_cse.alekhyaa@cbit.org.in	9182568162	160117733002	CSE-1	Level 2
3	Abhilash Devinuri	ugs17084_cse.abhilash@cbit.org.in	9390757965	160117733084	CSE-2	Level 2
4	Sharath Chandra	ugs17111_cse.sharath@cbit.org.in	9700605174	160117733111	CSE-2	Level 2
5	Vineeth Sharma Buddarapu	ugs17119_cse.vineeth@cbit.org.in	7993366900	160117733119	CSE-2	Level 2
6	Anudeep Kandula	ugs17087_cse.anudeep@cbit.org.in	9951098734	160117733087	CSE-2	Level 2
7	Sai Sankeerth Modini	ugs17108_cse.sai@cbit.org.in	9603555111	160117733108	CSE-2	Level 2
8	Bhargavi Sunkireddy	ugs17126_cse.bhargavi@cbit.org.in	9951683233	160117733126	CSE-3	Level 2
9	T Shiva Sai	ugs17327_cse.t@cbit.org.in	8019443332	160117733327	CSE-3	Level 2
10	P Vishnu Vardhan Reddy	ugs17182_cse.vishnu@cbit.org.in	7997216460	160117733182	CSE-3	Level 2
11	Vanshi Krishna Motru	ugs17311_ece.m@cbit.org.in	8187865969	160117735311	ECE-1	Level 2
12	Vashista Basava	ugs17114_ece.vashista@cbit.org.in	9491828071	160117735114	ECE-2	Level 2
13	Mahidhara Reddy Kankara	ugs17097_ece.mahidhara@cbit.org.in	8309699930	160117735097	ECE-2	Level 2
14	P V Divya Sree	ugs17125_ece.divya@cbit.org.in	9701220597	160117735125	ECE-3	Level 2
15	Mahesh Manmari	ugs17154_ece.mahesh@cbit.org.in	7075667724	160117735154	ECE-3	Level 2
16	Harshith Reddy	ugs17027_eee.harshith@cbit.org.in	7989330077	160117734027	EEE-1	Level 2
17	Vinil Kumar Peddi	ugs17059_it.vinil@cbit.org.in	9502186539	160117737059	IT-1	Level 2
18	Vangala Pradyumna Reddy	ugs17046_it.pradyumna@cbit.org.in	9182288504	160117737046	IT-1	Level 2
19	Divisha Sri Sanjana Madupalli	ugs17004_it.divisha@cbit.org.in	9618482200	160117737004	IT-1	Level 2
20	Julakanti Sai Sushma Reddy	ugs17017_it.sai@cbit.org.in	7386509541	160117737017	IT-1	Level 2
21	Kolanukonda Sai Chandana Amulya	ugs17016_it.sai@cbit.org.in	8985415779	160117737016	IT-1	Level 2
22	P.andal Srivaishnavi	ugs17065_it.andal@cbit.org.in	7013291429	160117737065	IT-2	Level 2
23	Gagankumar Kaira	ugs17092_it.gagan@cbit.org.in	9912697162	160117737092	IT-2	Level 2
24	Venkata Srinivas Kompally	ugs17115_it.venkata@cbit.org.in	9666692492	160117737115	IT-2	Level 2
25	Moksh Sailesh Jain	ugs17098_it.moksh@cbit.org.in	8897202300	160117737098	IT-2	Level 2

159

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Thanks & Regards,

Jay Shah
Campus Recruitment Team

Larsen & Toubro Infotech Ltd.

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MassMutual Shortlisted (Selected) students from CBIT- 2021

from: **Ramineni, Lavanya** <LRamineni16@massmutual.com>
to: "placements@cbit.ac.in" <placements@cbit.ac.in>,
"director_cdc@cbit.ac.in" <director_cdc@cbit.ac.in>
cc: "Nandikolla, Yadhu Kishore" <YNandikolla22@massmutual.com>
date: Jun 21, 2021, 3:54 PM
subject: Shortlisted students from CBIT- 2021
mailed-by: massmutual.com
signed-by: massmutual.com
security: Standard encryption (TLS) [Learn more](#)
: Important according to Google magic.


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Hi NLN Garu,

As discussed with you, please see below list of students shortlisted and yet to receive conditional offers from us in couple of days.

Let us know once their results are out, expecting by July 1st or 2nd week.

S.No	Candidate Name	Branch
1	Stella Ramola	CSE-1
2	Lakshmi Anuhya Gunnam	CSE-1
3	Y. V. Srijesh Kumar	CSE-2
4	Kundanapally Vamshi	CSE-2
5	Pokala Vaibhaw	CSE-2
6	V.sai Keerthana	CSE-3
7	Hemanth Neelam	CSE-3
8	Haseena Palle	ECE-1
9	Shivani Jannaikode	ECE-1
10	Farooqunnisa	ECE-1
11	R.vishnu	ECE-1
12	Althaf Raza Mohammad Abdul	ECE-1
13	Rohith Reddy S	ECE-1
14	Akhila Maarka	ECE-1
15	Kavya Madasu	ECE-2
16	Nasreen Sulthana	ECE-2
17	Chebrolu Venkata Sai Sruthi	ECE-3
18	Sravyaneralla	ECE-3
19	Aditya Orem	ECE-3
20	Akhil Teja Jampani	ECE-3
21	Roshni Vanam	IT-1
22	Mani Chandana	IT-1
23	Shaguffa Naaz Shaik	IT-1
24	Maddipatla Mukta	IT-1

Innominds

1	160117737313	Shivani Hamilpur	IT-2	ugs17313_it.hamilpur@cbit.org.in	9908587610
2	160117733105	G Preetham Reddy	CSE-2	ugs17105_cse.preetham@cbit.org.in	9849614763
3	160117733329	Vallapu Sai Keerthana	CSE-3	ugs17329_cse.v.cbit.org.in	6304929807



MBA

1	160119672043	Gireddy J P Rakshan	MBA	pgs19043_mba.rakshan@cbit.org.in	9542531588
2	160119672028	M Arun Chowhan	MBA	pgs19028_mba.arun@cbit.org.in	8341666470



1	160117734058	Vinod Ponugoti	EEE-1	ugs17058_eee.vinod@cbit.org.in	7981511713
2	160117735135	Pravalika Chitloju	ECE-3	pravalikach22@gmail.com	7674969086
3	160117735027	Allampally Ashish	ECE-1	ashishallampally@gmail.com	9182246989
4	160117734028	Hrishikes Duttaluri	EEE-1	ugs17028_eee.hrishikes@cbit.org.in	6303106718



1	160119672038	Avvaldar puneet kumar	MBA	pgs19038_mba.puneet@cbit.org.in	8074464511
2	160119672039	Mohammed Rafiuddin Ansari	MBA	pgs19039_mba.rafiuddin@cbit.org.in	8801145484
3	160119672063	Anuhya Rao Nagineni	MBA	pgs19063_mba.anuhya@cbit.org.in	9398172179
4	160119672081	Taraka Swathi	MBA	pgs19081_mba.swathi@cbit.org.in	7569712690

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88

from: **Rohan Mallapragada (rohanm) [CONT-Type2-EXPERIS US INC]** <rohanm@micron.com>
to: "placements@cbit.ac.in" <placements@cbit.ac.in>
cc: "Bhargavi Krishna Divi (bhargavik)" <bhargavik@micron.com>
date: Feb 11, 2021, 3:10 PM
subject: Summer Internship Opportunity with Micron Technology
mailed-by: micron.com
signed-by: micron.com
security: Standard encryption (TLS) [Learn more](#)

Micron Confidential

Dear Placement Team ,

Taking on an internship during college helps students define their future career direction. Intern with one of the world's most innovative providers of advanced semiconductor solutions. Micron combines the brightest minds in the business with the world's broadest memory portfolio, creating technology that leading global brands use to make computing faster, travel safer, healthcare more effective, and much more.

As an intern at Micron, students will have the opportunity to work beside some of the technology industry's finest, most respected professionals on a day-to-day basis. They will gain experience working on exciting real-time projects. It's a chance to make friends and make connections, while gaining valuable industry experience that will be a great asset to their career.

We would like to invite below students for Summer Internship plan for year 2021 whom we offered for full time role.

- | | |
|------------------------|--------|
| 1. Nikitha Kotharamula | ECE-1 |
| 2. Yashwanth Bartam | EEE-2 |
| 3. Rajput Tejeshwar | ECE-2 |
| 4. Jani Miya Shaik | ECE-1 |
| 5. Vishnu Vardhan | CSE -3 |
| 6. Thodupunuri Maanvik | ECE -2 |
| 7. Santhosh Kanne | CSE -3 |
| 8. Manipuri Nikhila | ECE -3 |
| 9. Akshitha Nanavala | CSE -1 |
| 10. Vishnu Priya | CSE -3 |

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Modak Analytics Final Selected Students

From: **Shruthi Mamidi** <shruthi.mamidi@modak.com>
to: placements@cbit.ac.in" <placements@cbit.ac.in>
cc: Aravind Kandiraju <aravind.kandiraju@modak.com>,

date: May 17, 2021, 8:05 PM

subject: Re: Recruitment Drive - Modak Analytics

mailed-by: modak.com

signed-by: modakanalytics0.onmicrosoft.com

security: Standard encryption (TLS) [Learn more](#)

: Important mainly because you often read messages with this label.

Hi Krishna,

Please find the list of selected students, the offers have been rolled out with 24th May 2021 as joining date.

1	shaik waseem Akram	CSE-2	7013303629	ugs17110_cse.shaik@cbit.org.in
2	Chanikya Ladi	CSE-3	9348391491	ugs17148_cse.chanikya@cbit.org.in
3	Hemanth Neelam	CSE-3	8099882326	ugs17154_cse.hemanth@cbit.org.in
4	Haseena Palle	ECE-1	8247898522	ugs17004_ece.haseena@cbit.org.in
5	Tharun Thota	ECE-1	7893464727	ugs17052_ece.tharun@cbit.org.in
6	sunil varma s s rudraraju	Ece-1	9391809999	ugs17051_ece.sunil@cbit.org.in
7	Juniath shaik	ECE-1	8919223294	ugs17043_ece.shaik@cbit.org.in
8	Rohith Reddy S	ECE-1	8639134428	ugs17038_ece.rohith@cbit.org.in
9	Charanjit Nandigama	ECE-2	9885437154	ugs17090_ece.charanjit@cbit.org.in
10	Pochampally Vinay Reddy	ECE-2	7981749837	ugs17117_ece.vinay@cbit.org.in
11	Rahul Gundala	ECE-3	9182563086	ugs17162_ece.rahul@cbit.org.in
12	Karthik Mathka	ECE-3	8790718987	ugs17152_ece.karthik@cbit.org.in
13	Akhil Teja Jampani	ECE-3	6302243205	ugs17147_ece.akhil@cbit.org.in
14	Arif Mohammed	ECE-3	7386173786	ugs17156_ece.mohammed@cbit.org.in
15	Yogitha Nandini Manduri	IT-1	8919369434	ugs17030_it.yogitha@cbit.org.in
16	Pavan Thalla	IT-1	7989116443	ugs17045_it.pavan@cbit.org.in

Regards,
Shruthi

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246

Raam Group Selected Students List for Internship

from:recruitment Raam Group <recruitment@raamgroup.in>to:Placements HEAD
<placements@cbit.ac.in>
cc:pgs19018_mba.sakshi@cbit.org.in

date:Nov 26, 2020, 11:11 PMsubject:SELECTED CANDIDATES FOR RAAM GROUP
INTERNSHIPmailed-by:raamgroup.insecurity:

[option \(TLS\) Learn more](#)

Dear Sir

Greetings of the day

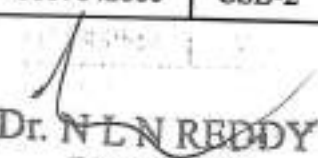
Please find the below selected candidates list for your reference

Sl.No.	Candidate Name	Email ID	Contact Details	Branch
1	Trilok sharma nitturi	ugs17054_mech.trilok@cbit.org.in	9676522483	Mech-1
2	S R SUDEEP REDDY	Ugs17176_ece.sudeep@cbit.org.in	9182769798	ECE-3
3	Yashwanth Karri	ugs17120_mech.yashwanth@cbit.org.in	8328110111	Mech-2
4	A lakshmi chandrahass	ugs16152_ece.lakshmi@cbit.org.in	9059565277	ECE-3
5	Shiva sai	ugs17048_mech.shiva@cbit.org.in	8464853557	Mech-1
6	Dheeraj N	ugs17019_prod.dheeraj@cbit.org.in	8328345698	Prod
7	Vignesh Debbad	ugs17049_prod.vignesh@cbit.org.in	9010303603	Prod
8	TEKI KAVITHA	pgs19009_mba.kavita@cbit.org.in	9676900858	MBA
9	DJ N Venkata Satya Bobby	Ugs17081_mech.jaya@cbit.org.in	9515765058	Mech-2
10	Chandramouli Gorrepudi	ugs17314_mech.chandramouli@cbit.org.in	8639781882	Mech-2
11	Joseph Michael Murray	ugs17150_ece.joseph@cbit.org.in	9492922808	ECE-3
12	Mahitha Kasturi	ugs17009_biotech.mahitha@cbit.org.in	9550638779	Bio-Tech
13	K.Peeyusha	ugs17133_cse.peeyusha@cbit.org.in	7095501229	CSE-3
14	Korutla Nishanth	ugs17033_mech.nishanth@cbit.org.in	8639406078	Mech-1
15	B. Vishwa Teja Prachodhan	pgs19120_mba.vishwa@cbit.org.in	8688256160	MBA
16	M. Himanth Kumar	ugs17079_eee.himanth@cbit.org.in	6281810493	EEE-2
17	Dharige Dileep kumar	ugs17019_mech.dileep@cbit.org.in	9398644861	Mech-1
18	Y. V. Srijesh Kumar	ugs17117_cse.venkata@cbit.org.in	8897642639	CSE-2

Thanks & Regards

Swaroop

7288885538


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Annexure - I

Particulars	Per Annum
Salary Components	
Basic Salary	98,076
Dearness Allowance	73,560
House Rent Allowance	39,228
Medical Allowance	21,576
Other Allowance	12,756
Gross Salary (A)	245,196
Additional Benefits (B)	
Provident Fund Employer	21,600
ESIC Employer	9,808
Statutory Bonus	19,615
Gratuity	8,256
Cost To Company (A+B)	304,475

* You will be entitled to Gratuity in accordance with the rules governing such payment.

* TDS will be deducted as per Income Tax Act.





An AS 9100D Certified Company

Date: 13th April 2022

CONFIRMATION LETTER

Dear Mr. Hariprasad,

Subsequent to completion of your training period, the Management has reviewed your performance and found to be satisfactory.

In view of the above, we are pleased to inform that you have successfully completed your training period and you are confirmed as an Application Engineer in our Organization with effect from 13th April 2022. Your salary has also been revised as per attached Annexure.

All other Terms and Conditions of your Appointment remains unaltered.

We congratulate and wish you all the best on your confirmation & look forward to your valuable contributions towards the growth of the Organisation.

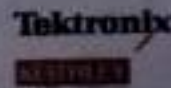
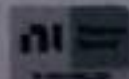
Please sign the duplicate copy of this letter as a token of acceptance.

For Digilogic Systems Pvt. Ltd.

J Madhusudhan Varma
Managing Director

Accepted
A. Hariprasad
13/4/22

Encl: Annexure - I



DIGILOGIC SYSTEMS PVT. LTD.

100, 1st Floor, DSS, Abacus Tech Park,
Beside DSS, Vistas Mall, Linnal, Hyderabad - 500 228

Tel: 040 - 4547 4801 / 02 / 03 | Fax: 040 - 4547 4810
Email: info@digilogicsystems.com | Web: www.digilogicsystems.com

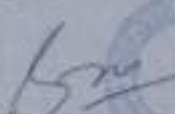
Date: 13th April 2022


ACKNOWLEDGEMENT

The following Certificate / Testimonial have been received from Mr. Arngoth Hariprasad, S/o Mr. Arngoth Umla on 13th April 2022 as a part of his Service Commitment / Bond.

1. Secondary School Certificate (Board of Secondary Education, AP) having SI No. LL-0803524.
2. AP Board of Intermediate Education Certificate having SI No. N519337.
3. B.Tech Consolidated Grades Memo having SI No. 18B10309.
4. B. Tech Certificate having SI No. TS 1367298 and H.T No. 14881A04C4.
5. M.E Consolidated Grade Sheet having SI No. CB 28580.
6. M.E provisional Certificate having SI No. CB 07109.

For Digilogic Systems Pvt. Ltd.


(Authorised Signatory)


13/04/22

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<https://play.google.com/store/apps/details?id=photo.pdf maker>

Fwd: [Congratulations on your final round of interview] with Mobase Electronics

1 message

samala chandravadhan <samala.chandravadhan24@gmail.com>
To: "dnagadevi_ece@cbit.ac.in" <dnagadevi_ece@cbit.ac.in>

Sat, Nov 19, 2022 at 10:39 AM

Good morning ma'am. Please find the attached above.

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

From: **Revathi Butagadda** <Revathi.Butagadda@mobaseelec-rnd.in>
Date: Tue, 5 Jul, 2022, 3:40 pm
Subject: [Congratulations on your final round of interview] with Mobase Electronics
To: samala.chandravadhan24@gmail.com <samala.chandravadhan24@gmail.com>
Cc: Jung Jinwoo <jinwoo.jung@mobaseelec-rnd.in>

Dear MR Samala Chandravadhan

Greeting from Mobase Electronics

This is with reference to your interview with Mobase Electronics, Hyderabad.

This is to inform you that you are selected for final round of process, and we would like to offer **3 LPA** as mutually discussed and apart from that we also offer monthly Sodexo of Rs. 2200 and employee medical insurance of Rs. 3, 00, 000 which is not part of your CTC.

Please share the scanned copies of following list of documents to proceed with approval process from our Chennai headquarters.

1. Educational Certificates (SSC, Intermediate, Graduation & Post Graduation if applicable)
2. Appointment letters & Experience Certificates (All the companies)
3. Residence Proof
4. ID Proof
5. Latest pay slips [3 months]
6. Bank Account details
7. Passport size photo
8. Offer Letters
 - a) updated Resume
 - b) Father Name
 - c) Present Address

d) Notice Period

e) Tentative date of Joining.

Note: No relocation charges will be issued.

Revathi B

Assistant Manager - HR

Human Resource & Management Operations

Mobase Electronics India Pvt Ltd - India R&D Centre

(Formerly Known as Seyon Electronics India Private Limited)

Plot No. 37 & 38, 5th Floor, Serinity Square, Madhapur

Opposite: [The Westin Hotel](#)

Hyderabad - 500081. Telangana, India.

Mobile: 8686337943

Email: Revathi.Butagadda@mobaseelec-rnd.in

VALEO WELLBEING TECHNOLOGIES PRIVATE LIMITED

F-4/8, BASEMENT, F-4, VASANT VIHAR, OPP MCD PARK,
NEW DELHI SOUTH WEST DELHI 110057

Email.: sahnis@gmail.com, Mobile No 91+ 9811447479

CIN No. U51395DL2020PTC365883B,

PAN No. AAHCV4592N,

TAN No. DELV21712F

Valeo/SS/2021-2022

Dated: 09-04-2022

APPOINTMENT LETTER

Dear Mr. Rajnarayana Dasari

With reference to our recent discussions, we are pleased to appoint you for the position of Software Engineer with M/s Valeo Wellbeing Technologies India Private Limited (“Company”) with effect from 11th April,2022 at an annual Cost to the Company (CTC) of Rs 5,00,000 (Rupees [Five Lakh]) only.

Vacation: You will also be entitled to 14 days vacation/leave days

Following are the terms of your employment. If you agree with them, please indicate your acceptance by signing your name initials on each page and your full name in the space indicated on pages 8 and 11.

1. Duties:

You will be appointed as a **Software Engineer** by the Company.

You will be required to carry out all duties which are normally associated with employment in the aforesaid position along with those duties which may be prescribed by the Company from time-to-time. You shall be subject to the general supervision and control of the Company. It is the Company's intention that any description of the job duties/responsibilities given by it should serve as a guide to the major areas for which you will be accountable. Due to the nature of the Business, the obligations will inevitably vary and develop.

You shall devote your full time and best efforts to the advancement of the interests of the Company in accordance with the instructions given and policies established, from time to time, by the Company and shall perform such duties related to or incidental to the duties contained herein as may be prescribed from time to time.

2. Compensation:

The complete detail of your salary is highlighted in **Annexure “A”** of this letter. However, the structure of your compensation plan may be altered/ changed from time to

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time in line with the Compensation policy and practices of the Company.

The monthly amount of the salary, subject to all applicable withholdings and deductions, shall be paid by the Company on or before the seventh day of the subsequent month into your nominated bank account. Each Party shall bear and fully comply with all their respective tax liabilities arising from the provisions of this Agreement.

3. Place of Work:

Your place of posting will be at **Bangalore**. However, this can be changed at the discretion of the management.

4. Transfer:

The Company shall have the right to transfer your services temporarily / permanently to any other department, division, and branch or to any other company under the Company group or to any client site in India or abroad where Company projects are under execution at the sole discretion of management. Refusal to accept the transfer may result in termination of services without notice.

5. Rules and Regulations:

The terms set out in this letter are for your guidance and are not fully comprehensive. Your employment will be governed by the Model Standing Orders and also by the rules and regulations laid down by the management from time to time in relation to conduct, discipline, secrecy, security, leaves, holidays or any other matters relating to service conditions which will be deemed as part of the terms of employment. You will not carry any equipment which can be used with a computer like floppies, CDs, pen-drive etc into the premises of Company. You undertake to not object to any security or secrecy measure taken by the Management. You will further co-operate with the security in day to day checking and frisking of the self and bags as operational requirements. You will abide by and be governed by the decision of the management on settlement and awards. You are expected to work in the section/department in which you are placed with a high standard of initiative, efficiency and economy. You are expected to work on shift on all working days. You may be placed in any shift at any of the Company's office or its client location as per the roster prepared by your reporting officer.

6. Exclusivity of Service:

You are required to devote your full time, attention and abilities to your duties with the Company during working hours, and to act in the Company's best interest at all times. You must not be in any way directly or indirectly employed, engaged, concerned or

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interested in any other business, undertaking or organization without the written permission of the Company.

7. Leave and Holidays:

You will be required to apply for leave as per leave rules of the Company. Grant of leave shall depend on the exigency of the work of the Company and shall be at the sole discretion of the management. Notices specifying those days to be observed by the office / establishment as holidays shall be notified in writing, from time to time but this will in no way prejudice the Company's right to work on any or all the holidays as may be found necessary. You will be eligible for Casual Leaves, Earned Leaves and Sick Leaves as per Company published policy.

8. Performance of Duties and Policies:

In carrying out your responsibilities, you agree to use your best efforts, skills and abilities to promote the interest and business of Company and conduct yourself in such manner that will ensure the best reputation and public image for the Company.

You also agree to adhere to and comply with all internal policies and procedures of Company which has been made available to you, and any other employment related policies and procedures, which the Company may introduce or revise from time to time.

You agree that during the term of your employment, you will devote the whole of your regular established working time and attention to Company to the exclusion of any other employment or gainful occupation. For greater certainty, you specifically agree not to engage in ongoing activities that render you, unavailable for your duties.

9. Performance Review:

Your performance will be monitored and evaluated continuously. However, you will be eligible for the salary revision based on your performance evaluation and will be at the discretion of the management.

10. Travel and Business Expenses:

The Company will reimburse you for all reasonable traveling and out of pocket expenses actually and properly incurred in connection with the performance of your duties, subject to provision of any required documentation from you and consistent with our company travel and expense policy.

11. Confidentiality:

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It is essential to the success of Company that the business and affairs of the Company be kept in the strictest confidence. Therefore, you shall not either during or after your employment with the Company disclose to any third party any confidential information concerning the business and affairs of the Company. Confidential information for the purpose of this employment agreement will include but not limited to client contracts, information related to the Company's supplier base, Company proposals, business plans, financial information, pricing information and confidential information about the business or operations of our clients. In this regard, you agree to execute the Confidentiality Agreement '**Schedule A**' which forms part of this employment agreement.

12. Intellectual Property Rights:

All information, inventions and discoveries or any interest in any copyright, patent and/ or other property rights developed, made or conceived of by you, (i) in the course of your employment with the Company under this letter; and/ or during the course of your employment with the Company which you have developed or may develop, (collectively "Intellectual Property Rights") shall vest solely and exclusively with the Company.

You agree and understand that any and all copyrightable works that are prepared by you, within the scope of service, is "work for hire" under applicable law and the Company will be considered the first owner of such copyrightable works. To the extent that the Company is not considered the first owner of the Intellectual Property Rights created by you, the copyright and all related rights, title and interest in all such Intellectual Property Rights is irrevocably assigned by you to the Company for valid and adequate consideration.

13. Responsibility for company owned equipment

You will be responsible and accountable for all Company owned equipment's and materials entrusted to you. In the event of loss or damage through your negligence, you agree to fully indemnify and save Company harmless against such loss.

14. Reports:

You will be informed regarding your reporting officer at the time of your joining. You will provide Company with any reports that are deemed necessary, including periodic summaries of your work-related activities and accomplishments.

15. Abandonment of Service:

In case you remain absent for 7 days continuously without giving advance notice including absence when leave though applied for but not granted or Holidays or overstay sanctioned leave for 7 days under any circumstances, you will be deemed to have

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abandoned your job and will have no claims to re-instatement and / or any compensation thereof.

16. Separation / Termination:

You will be paid no salary in case you leave the services of the Company **within one month** of your joining on your own accord. However, if management discontinues your services within one month of your joining, due to any reason, you will be paid salary up to the date of your termination.

Termination other than for Cause: The Company may terminate this letter other than for Cause by giving 3 (Three) months' written notice to you. Alternatively, the Company may terminate your employment with immediate effect, upon giving you salary in lieu of notice.

Resignation: You may resign from the Company by giving 2 (Two) months' notice to the Company.

Termination for Cause: Notwithstanding anything stated herein, the Company may terminate this Agreement for Cause, with immediate effect and without any payments in lieu of notice, in the event of commission of Cause by you.

“Cause” shall mean the following reasons for which the Company may terminate in accordance with the clause above:

- a. In case of fraud or willful misconduct, where the charge sheet has been filed against you and not dismissed for fraud within 180 (One Hundred and Eighty) days of filing of charge sheet; and / or
- b. In case your conviction by the court of first instance, for fraud or willful misconduct;

Effect of Termination/Resignation

Upon the termination of your employment, and consequently of this letter, the obligations of the Company towards you under this Agreement shall terminate except for the

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obligations to pay to you any compensation as specified in Schedule A, earned and accrued till the date of termination, to the extent unpaid as on the date of termination; any payment under employee benefit plans/schemes required to be provided by the Company to you pursuant to applicable Law; provided that you shall not be entitled to any other salary, compensation, benefit or service payments from the Company thereafter, and provided further that the Company is entitled to set off or deduct any amounts due from you to the Company prior to making such payments.

You shall, at the time of leaving the employment of the Company, immediately deliver to the Company (and will not keep in your possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondences, specifications, drawings, blueprints, sketches, materials, equipment, other documents, property or any Confidential Information, or reproduction of any aforementioned items developed by you pursuant to her employment with the Company or otherwise belonging to the Company, its successors or assigns.

17. Retirement:

You shall retire from the services of the organization on attaining the age of superannuation as determined from time to time. For this purpose the official record of the age with the organization shall be treated as final. The age limit however can be raised by mutual agreement.

18. Company Assets / Property:

You will be responsible for the safekeeping and return in good condition and order of all Company's property entrusted to your care and charge. The Company reserves the right to deduct the money value of such articles from your dues, or take such action as may be deemed proper, in the event of failure to account for such property to its satisfaction. In the event of your termination from employment, whether voluntary or involuntary, you shall take all reasonable steps promptly to deliver to Company all property belonging to the company, which is in your possession or under your control. You shall also inform Company of the whereabouts of any such items, of which the location is known to you but not to the company.

19. Injunctive Relief:

You hereby acknowledge and agree that any violation of Sections 19, 21 and 22 of this agreement pertaining to Conduct, Trade Secrets, and Non-Solicitation, will cause damage to Company in an amount difficult to ascertain. Accordingly, in addition to any other

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relief to which Company may be entitled, the parties agree that Company shall be entitled to temporary or permanent injunctive relief for any breach or threatened breach by you of the terms of section 19, 21 and 22 of this Agreement without proof of actual damages that have been or may be caused to Company as a result of such breach.

20. Employees Due Diligence:

You acknowledge and agree that you have had the opportunity to investigate fully the employment offered by Company and you have exercised due diligence investigating Company offer. You therefore acknowledge that except as provided in this Agreement, no representations of any kind have been made to you with respect to the nature of your work, the duration of your employment, your expected compensation, or any other condition surrounding your employment by Company. If at any stage, during the tenure of your service, it is found that any particulars or details furnished by you are incorrect and/or this agreement of service has been obtained by misrepresentation of facts, your services will be terminated without notice or compensation.

21. Governing Law:

The courts in Delhi shall have exclusive jurisdiction over any dispute relating to or connected with or arising out of this agreement.

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22. Dispute Resolution:

The Company and you hereby agree that they will, at all times, act in good faith, and make all attempts to resolve all differences howsoever arising out of or in connection with this letter by discussion. If within 15 (Fifteen) days of the commencement of the discussions the dispute is not resolved the dispute shall be referred to arbitration, provided that:

- a. Arbitration shall be conducted in accordance with the provisions of the Indian Arbitration and Conciliation Act, 1996 (“Arbitration Act”);
- b. There shall be 1 (One) arbitrator appointed by the Company;
- c. The seat of arbitration shall be New Delhi and the venue for conducting/ holding of the arbitration proceedings shall be New Delhi. The arbitration proceedings shall be conducted in the English language.
- d. When any dispute is referred to arbitration, except for the matters under dispute, the Parties shall continue to exercise their remaining respective rights and fulfill their remaining respective obligations under the Agreement.
- e. Each Party shall co-operate in good faith to expedite (to the maximum extent practicable) the conduct of any arbitral proceedings commenced under the Agreement.

Notwithstanding the aforesaid provisions of this Agreement, in the event of any breach or apprehended breach by you of the provisions of this Agreement, the Company shall be entitled, in addition to all other remedies, to an injunction, whether interlocutory or preliminary, restraining any such breach, without recourse to arbitration. Each of the rights of the Company under this Agreement are independent, cumulative and without prejudice to all other rights available to it.

23. Non-Compete and Non-Solicit:

You agree that during your term with the Company and for a period of 6 months after your exit from the Company, you shall not, directly or indirectly:

- a. sponsor/promote through any other company or entity or engage in, whether as an individual, through a partnership or as a shareholder, joint venture partner,

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collaborator, consultant, advisor, principal contractor or sub-contractor, director, trustee, committee member, office bearer or agent or in any other manner whatsoever, whether for profit or otherwise, any business which competes or is similar to or related to in whole or any part with the business of the Company. Nor shall you canvass, solicit or approach or cause to be canvassed, solicited or approach any clients (including previous or existing clients) or any work orders of the Company.

- b. for yourself or for any other person, solicit or procure or assist the solicitation of any employee or hire any employee of the Company and/or any employee of the Company who was in employment of the Company.

You acknowledge and agrees that adequate consideration has been provided by the Company for the non-compete covenants contained in this Agreement and that restrictions contained in this clause are reasonable for the legitimate protection of the business and goodwill of the Company.

You acknowledge and agrees that the covenants and obligations with respect to non-compete and non-solicitation as set forth in this letter relate to special, unique and extraordinary matters, and that a violation of any of the terms of such covenants and obligations by you will cause the Company irreparable injury for which damages may not be adequate remedy. Therefore, you agree that the Company shall be entitled to an interim injunction, restraining order or such other equitable relief as a court of competent jurisdiction may deem necessary or appropriate to restrain you, from committing any violation of the covenants and obligations contained in this clause. These injunctive remedies are cumulative and are in addition to any other rights and remedies that the Company may have at law or in equity. Further, subject to the provisions of this letter, the above non-compete and non-solicitation shall survive termination of this letter.

24. Severability:

In the event that any covenant, condition or other provision of this agreement is held to be inoperative, invalid, void or illegal by any court of competent jurisdiction, the same shall be deemed severable from the remainder of this agreement and shall in no way affect, impair or invalidate any other covenant, condition or other provision of this Agreement. If such condition, covenant or other provision shall be deemed invalid due to its scope or breadth, such covenant, condition or other provision shall be deemed valid to the extent of the scope or breadth permitted by law.

25. Documents:

It is mandatory to submit the following documents at the time of reporting for duty, failing which your joining will be delayed: -

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-
- Photocopies of all educational / professional qualification certificates and mark sheets along with Original Documents. Original Documents will be returned back after verification
 - List of References along with Contact Details
 - Relieving certificate from the previous employer
 - Experience certificate from all previous employers
 - Proof of salary / benefits drawn in last employment
 - Four passport size photographs
 - Copy of PAN Card
 - Photocopy of the Ration Card/Voter ID Card/Driving License
 - Photocopy of your passport (first two pages & last two pages) & Visa, if applicable
 - Medical Fitness Certificate from a registered medical practitioner

Congratulations on being one of the select few to make it to Company. We are indeed proud to have you to our Company, which is continuously expanding its capacity to create a bright and rewarding future for employees. We hope that you will gain professional growth and satisfaction in your association with us.

Kindly sign a duplicate copy of this letter, as acceptance and return the same to the company.

Sincerely



Authorized Signatory

Valeo Wellbeing Technologies India Private Limited

I accept the terms of employment as stated in this letter. I undertake to bound by the rules and regulations governing the terms and conditions of employment in the Company.

I further declare and agree that in the event of any declaration given by me in the application form or any other document is found to be false, then my services may be terminated forthwith, without any notice or compensation.



(Employee's Signature)

Rajnarayana Dasari

Employee's Full Name

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PAN No. AAHCV4592N,

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Date : 10-4-2021

SCHEDULE "A"

CONFIDENTIALITY AGREEMENT

In exchange for my becoming employed by or my employment being continued by **Valeo Wellbeing Technologies India Private Limited**, or any of its subsidiaries, affiliates, or successors (individually and collectively, the "Company"), I hereby agree as follows:

Inventions: As used in this Confidentiality Agreement (this "Agreement") the term "Inventions" means designs, trademarks, discoveries, formulae, processes, manufacturing techniques, trade secrets, inventions, developments, original works of authorship, concepts, know-how, improvements, and ideas, whether or not patentable or registrable under copyright or similar laws, including all rights to obtain, register, perfect and enforce these proprietary interests.

Confidential Information: As used in this Agreement, the term "Confidential Information" means information pertaining to any aspect of the Company's business, including but not limited to its research, technical data, products, services, plans for products or services, client names or details, customers and potential customers, markets and marketing, finances, financial projections, employees (including employee compensation), software, source code, documents, analytics, formulae, models, diagrams, charts, presentations, patents, patent applications, developments, inventions, processes, design, drawings, engineering, formulae, scientific or other information, business plans, and agreements with third parties, disclosed to me by the Company or otherwise obtained by me, either directly or indirectly writing, orally or by drawings or observation of parts or equipment, or created by me during the period of my employment which are in any way related to the business of the Company or which utilize any proprietary technology owned by the Company (whether commenced prior to or upon the date of this Agreement), whether or not during working hours.

Assignment of Inventions: Without further compensation, I hereby agree promptly to disclose to the Company, and I hereby assign and agree to assign to the Company or its designee, my entire right, title and interest throughout the world in and all to all Inventions and all intellectual property rights thereto which employ, incorporate or utilize any proprietary technology owned by the Company or which in any way could have commercial uses which are similar to those provided by the Company to its customers, that I may solely or jointly conceive, develop or reduce to practice during the period of my employment with the Company (whether such

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relationship was commenced prior to or upon the date of this Agreement), whether or not during working hours.

Confidentiality Obligation: I agree to hold in confidence and not directly or indirectly to use or disclose to any third person or entity, either during or after termination of my employment with the Company, any Confidential Information, except to the extent authorized by the Company in writing or Company promptly upon my becoming aware of facts or circumstances that could result in such disclosure), until such Confidential Information becomes generally known by the public. I agree not to make copies of such Confidential Information except as authorized in writing by the Company.

Obligation on Termination: Upon termination of my employment for any reason, or upon an earlier request of the Company, I will forthwith return or deliver to the Company:

- (a) All tangible forms of Confidential Information in my possession or control, including but not limited to drawings, specifications, documents, records, devices, models, extracts, digests or any other material and copies or reproductions thereof; and
- (b) All other items of every nature or kind used in the course of my employment, or otherwise furnished to me by the Company, including but not limited to all equipment, credit cards, computers, cellular phones, fax machines, books, reports, files, manuals, literature and software whether or not such items contain Confidential Information.

No Conflicts: I represent that my performance of all the terms of this Agreement and my provision of services as an employee to the Company does not and will not breach any agreement to keep in confidence proprietary information, knowledge or data acquired by me in confidence or in trust prior to my becoming an employee of the Company, and I will not disclose to the Company, or induce the Company to use, any confidential or proprietary information or material belonging to any previous employer or others. I agree not to enter into any written or oral agreement that conflicts with the provisions of this Agreement.

Effect of Agreement: This Agreement (a) shall survive my employment with the Company, (b) does not in any way restrict my right or the right of the Company to terminate my employment, with or without cause, (c) inures to the benefits of successors and assigns of the Company, and (d) is binding upon my heirs and legal representatives.

No Interference: I certify that, to the best of my information and belief, I am not a party to any other agreement which will interfere with my full compliance with this Agreement.

VALEO WELLBEING TECHNOLOGIES PRIVATE LIMITED

F-4/8, BASEMENT, F-4, VASANT VIHAR, OPP MCD PARK,
NEW DELHI SOUTH WEST DELHI 110057

Email.: sahnis@gmail.com, Mobile No 91+ 9811447479

CIN No. U51395DL2020PTC365883B,

PAN No. AAHCV4592N,

TAN No. DELV21712F

Miscellaneous:

- (a) This agreement supersedes any portion of any oral, written or other communications or agreements concerning the subject matter of this Agreement, and may be amended or waived only by a written instrument signed by the parties. This Agreement shall be governed by the laws of Delhi applicable to contracts entered into and performed entirely within Delhi, without giving effect to principles of conflicts of laws. If any provision of this Agreement is held to be unenforceable under applicable law, then such provision shall be excluded from this Agreement only to the extent unenforceable, and the remainder of such provision and of this Agreement shall be enforceable in accordance with its terms.
- (b) I acknowledge and agree that: (i) this Agreement is necessary for the protection of the legitimate business interests of the Company; (ii) the restrictive covenants set forth in this Agreement (the "Restrictive Covenants") are reasonable and valid in geographical and temporal scope and in all other respects; and (iii) I have received adequate consideration for the execution, delivery and performance of this Agreement.
- (c) If a court of competent jurisdiction finally determines that any of the Restrictive Covenants, or any part thereof, is invalid or unenforceable for any reason, such court shall have the power to modify such Restrictive Covenant, or any part thereof, and, in its modified form, such Restrictive Covenants shall then be valid and enforceable and the remainder of the Restrictive Covenants shall not thereby be affected and shall be given full force and effect, without regard to the invalid or unenforceable parts.
- (d) I agree that a violation of this Agreement will cause irreparable damage to the Company, and each Company shall be entitled (without any requirement of posting a bond or other security), in addition to any other rights and remedies which it may have, at law or in equity, to an injunction enjoining and restraining me from doing or continuing to do any such act or any other violations or threatened violations of this Agreement.
- (e) All notices or authorizations, request and demands given or made under this Agreement shall be made in writing and shall be delivered to the Company or to you at the respective addresses set forth below or at such other addresses as may be furnished by notice given in accordance with this Agreement. All such notices, authorizations, requests or demands are deemed delivered upon receipt or refusal thereof.

Third Party Beneficiaries: I acknowledge that the provisions of this Agreement are for the benefits of the Company and, thereof, each Company (if applicable) is a third party beneficiary of this Agreement with the power to enforce the provisions of this Agreement and any and all of its rights hereunder to the same extent as would a signatory hereto.

Rajnarayan

Acknowledgement: I certify and acknowledge that I have carefully read all of the provisions

VALEO WELLBEING TECHNOLOGIES PRIVATE LIMITED

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CIN No. U51395DL2020PTC365883B,

PAN No. AAHCV4592N,

TAN No. DELV21712F

of this Agreement and that I understand and will fully and faithfully comply with such provisions.

Rajnarayana

.....
(Employee's Signature)

Employee's Name: Rajnarayana Dasari.....

Date : 10-4-2021.....

VALEO WELLBEING TECHNOLOGIES PRIVATE LIMITED

F-4/8, BASEMENT, F-4, VASANT VIHAR, OPP MCD PARK,
NEW DELHI SOUTH WEST DELHI 110057

Email.: sahnis@gmail.com, Mobile No 91+ 9811447479

CIN No. U51395DL2020PTC365883B,

PAN No. AAHCV4592N,

TAN No. DELV21712F

Annexure A COMPENSATION DETAILS		
Name	Rajnarayana Dasari	
Designation	Software Engineer	
Date of Joining	11-04-2022	
Monthly CTC	41,667/-	
Annual CTC	5,00,000/-	
Breakup of Compensation	Monthly (Rs.)	Annual (Rs.)
Basic	16,667	2,00,000
HRA	8,333	1,00,000
Other Allowances	14,167	1,70,000
LTA	2,500	30,000
Total CTC	41,667	5,00,000

15 Feb 2022

Kandula Venkata Sai Laxmi Priyanka
India - Bengaluru

Subject: Traineeship Letter

Dear **Kandula Venkata Sai Laxmi Priyanka,**

We are pleased to welcome you to Microland and associate with us as **Graduate Engineer Trainee** from **17 Feb 2022 to 16 Aug 2022**, traineeship will automatically come to end at the end of Traineeship period, based at any of our offices in **India - Bengaluru**. During this period, you would undergo classroom and on-the-job training either at our office or external location also virtual/ online trainings

You will be eligible for a stipend of **INR 16,000 per month**. You are eligible for a leave of 1.5 days per month, which can neither be encashed nor carried forward, during your entire Traineeship period or later. The stipend will be prorated based on the number of days worked (present) accounting for the eligible leave and weekly offs.

Microland's core values shape our culture and define our character. The core values guide how we think, behave and make decisions. Our core values are Integrity, Ingenuity, Teamwork, Respect for Individual, Shareholder Value, Responsiveness. You will be governed by the policies of Microland which reflect our Core Values viz. Disciplinary Action policy, Prevention of Sexual Harassment (POSH) policy, Code of Business Conduct & Ethics and Dress code policy other applicable policy.

During your Traineeship with Microland or thereafter, you will be exposed to confidential information regarding the Company, our customers, employees and other stakeholders. You will hold all such information in utmost confidence and use such information only for the benefit of the Company and only to the extent required thereof. You will not divulge any information concerning the company's (or its associates) to operations, know-how, secrets etc. that you may come to acquire as an employee of the company any unauthorized person, nor use for any purpose other than Company's during the period of your employment with us, or thereafter.

Microland shall be the sole owner of any intellectual property developed by you, having rights to sell, license, and control duplication, distribution and preparation of deliveries

of the intellectual property. You shall neither claim any income nor benefit from any such development at any point of time. **You will be required to sign an Undertaking / Non-Disclosure Agreement and a Traineeship Agreement at the time of joining.** You will not divulge any information concerning the company's (or its associates) operations, know-how, secrets etc. that you may come to acquire to any unauthorized person, nor use for any purpose other than the company's.

Attendance and working hours: Work shift consists of 9.5 hours, which includes 1 hour of total break time (= two 15 minutes' breaks + one 30 minutes' break) for 5 days a week. For trainees deployed at different customer sites during their traineeship with Microland, they will be governed by the working hours/days as per the customer policies and guidelines. The Trainee may be required to undergo the Training in various shifts.

Notwithstanding your obligation to provide accurate information/records about yourself to the Company, the Company reserves the right at any time to make such inquiries as it deems fit, including but not limited to inquiries for the purpose of ascertaining the accuracy of any information/records you have given to the Company, and to verify whether you have a criminal record or a record of any indiscipline or misconduct with previous employer/s. If such verification proves data inaccuracy, forgery, criminal record, termination based on indiscipline/misconduct and/or non-satisfactory performance you agree to forfeit all monetary and non-monetary benefits as was applicable/accrued. By signing this letter, you shall be deemed to have agreed to conduct the 'background check verification' and to have waived your right to lodge any claim or action against the Company, including but not limited to any claim related to invasion of privacy. Trainees should get their final qualification certificates, within of 3 months of joining the Traineeship program.

You will keep the Company informed of any change in your residential address and / or civil status. Any communication conveyed or letters/documents sent to the last recorded address with the company, shall be deemed to have been duly served on you.

You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by Microland for your use. On demand, you shall take steps to return such assets, properties etc., back in the same condition as given, subject to normal wear and tear, on cessation of Traineeship or any other time as may be required by the company. Failing this, the company shall be entitled to recover such cost / compensation as it may deem fit, keeping in view the cost of such assets, properties etc.

You shall be responsible for the use of e-mail facility provided by the Company on the express understanding that such usage will not be detrimental to the best interest of the Company. You agree not to transmit messages for personal commercial purposes, sending indecent/defamatory messages including any other unlawful materials; disseminate confidential information and trade secrets of the Company; knowingly cause interference or disruption to company's network by sending unsolicited bulk mails also prohibited. The Company shall have all rights and discretion to monitor and record your use of emails and its contents that are held, sent and received through the emails on all such equipment made available to you by the Company at any time. Random checks shall be conducted to ensure the rules of email facilities are observed. Any violation under this provision may result in disciplinary action including termination of Traineeship.

The conversion from Traineeship to On-roll full time employment is at the discretion of the company based on your performance during the traineeship and available opportunities at the time of completion of traineeship. There is no guarantee of full-time job opportunity and this offer is for the traineeship of 6 months only.

That the company may terminate the traineeship period during the training period itself if the Trainee is unsatisfactory traineeship and by the discretion of the company to terminate the Trainee's training by providing 1 month's intimation.

We wish you a successful Traineeship with us. You are requested to sign your full name on the duplicate copy of this letter and return it to us, as a token of acceptance after going through the above terms and conditions.

Sincerely yours,

For Microland Limited



Srinivasan T R
Chief People Officer

19-401.



CHIPVIDIA TECHNOLOGIES PVT LTD
Plot No.57, S.P. Nagar, Hyder Nagar
Hyderabad-500085, Telangana
info@chipvidia.com

3rd Aug 2021

Offer & Appointment Letter

To:
Miss. Varala Pasula Nikhila
Hyderabad.

Dear Nikhila,

Chipvidia Talent Acquisition Team is pleased to inform you that you have been selected for trainee engineer. We will be extending a formal internal client training for about 3 to 4 months. This letter provides information on basic parameters of the Offer.

Important terms and conditions:

1. The salary package will effect from once you place in clients project. The client will have a written test & technical interview for selection.
2. There will be client training for period of minimum 3 to 4 months.
3. The Initial salary will be Rs.4,20,000/- CTC per annum etc.,
4. The Bonus of Rs.3,00,000/- will be paid after completion of 3 years stay in the company.
5. You will have to maintain complete confidentiality of the terms of the offer and not disclose it to other applicants or employees of Chipvidia.

Thanking you,

For CHIPVIDIA Technologies Pvt Ltd.


Authorized Signatory

EMPLOYMENT OFFER LETTER

Capgemini Engineering Ref: 5464076/1166313,

02/02/2022,
Kamlikar Sowmya.

ward no. 17 Dangalpara
Mysore, Karnataka
India.

Confidential

Dear Kamlikar Sowmya,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with **Arcent Technologies (Holdings) Limited** ('Capgemini Engineering' or '**Company**') starting from **02/03/2022** (or such other date as may be communicated to you by the Company), as per details given below

A) Your current designation will be **Analyst/A4**.

B) You will be required to work at the Company's offices in **CGE_Bangalore**.

C) You have to report by 8:30 am at **CGE_Bangalore** office, for joining formalities and contact security at the main gate for your entry pass at:

Address
#18/1, Outer Ring road, Panathur Post,
Bangalore, India 560 103

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini Engineering & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) On joining you will be under probation for 6(six) months from the date of joining. During this period your all-inclusive Annual target compensation(on a cost to company basis) will be **INR 300,003.00 (Rupees Three Lakh And Three Only)**. Please refer **Annexure-A** for details. Subsequent to your successful completion of training and probation after six months from your date of joining, your all-inclusive annual target compensation (on a cost to company basis) will be revised to **INR 450,003.00 (Rupees Four lakh Fifty Thousand and Three Only)**. Please refer **Annexure -B** for details. Your compensation shall be paid on a monthly basis, in arrears. The company shall deduct tax at source at the time of making payment.

The breakup of your all-inclusive annual target compensation is as follows:

ANNEXURE - A

Analyst

Total Cost to Company (CTC).

Rs.300,003.00

Monthly Components	Per Month	Annualized
Basic	Rs.15,000.00	Rs.180,000.00
House Rent Allowance	Rs.3,603.00	Rs.43,236.00
Advance Statutory Bonus	Rs.3,149.00	Rs.37,788.00
Gross monthly salary	Rs.21,752.00	Rs.261,024.00
Statutory payments ++		
Company's contribution to PF *	Rs.1,800.00	Rs.21,600.00
Gratuity (accrual only)		Rs.10,224.00
Total Fixed Compensation		Rs.292,848.00
Total Cash Compensation		Rs.292,848.00
Benefits		
Medical, Accident & Life Insurance Premium		Rs.7,155.00
Total Cost to Company		Rs. 300,003.00

ANNEXURE - B

Analyst

Total Cost to Company (CTC).

Rs.450,003.00

Monthly Components	Per Month	Annualized
Basic	Rs.15,000.00	Rs.1,80,000.00
House Rent Allowance	Rs.9,000.00	Rs.1,08,000.00
Other Allowances and Reimbursements – 1 #	Rs.4,077.00	Rs.48,924.00
Other Allowances and Reimbursements – 2 +	Rs.3,026.00	Rs.36,312.00
Advance Statutory Bonus	Rs.3,149.00	Rs.37,788.00
Gross monthly salary	Rs.34,252.00	Rs.41,1024.00
Company's contribution to PF *	Rs.1,800.00	Rs.21,600.00
Gratuity (accrual only)	Rs.852.00	Rs.10,224.00
Total Fixed Compensation	Rs.36,904.00	Rs.4,42,848.00
Total Cash Compensation	Rs.36,904.00	Rs.4,42,848.00
Medical, Accident & Life Insurance Premium		Rs.7,155.00
Total Cost to Company		Rs.450,003.00

You need to choose any of the following optional instruments that are a part of the Other Allowance & Reimbursements – 1 to avail tax benefits. Balance amount that is not claimed will be paid as taxable component on monthly basis after withholding taxes.

Other Allowance & Reimbursements - 1	Annualized
Remote Working Allowance	19,800.00
Books and Journals	24,000.00
Professional Pursuit	180,000.00
Conveyance Allowance	63,600.00

+ You may choose any of the following optional instruments that are a part of the Other Allowances and Reimbursements – 2 to avail tax benefits. Balance amount that is not claimed will be paid as taxable personal allowance on monthly basis after withholding taxes.

Other Allowance & Reimbursements - 2	Annualized
Leave Travel Assistance	60,000.00
Meal Card	26,400.00
Vehicle & Driver Reimbursement	21,600.00

Note:

1. The payroll processing will be as per Company policy notified from time to time.
2. Employees should decide on the Other Allowances and Reimbursements (OAAR) at the time of joining; any changes will be accepted as per Company policy applicable from time to time.
3. For claiming tax benefit in case of admissible allowances and reimbursements (eg. LTA, telephone etc), you will have to submit supporting (bills) to the Company's satisfaction along with the reimbursement claim form in the prescribed format and within the timeline stipulated by the Company. The reimbursements will be processed as per the applicable Company's policies, which are subject to change without notice. The payments described above will not be further grossed up for taxes and you will be responsible for the payment of all taxes due with respect to such payments, which will be deducted at source as per the applicable law. In case of any under-withholding, you shall be responsible to pay the necessary tax and any interest/penalty thereon.
4. In cases where Permanent Account Number (PAN) is not produced, highest tax rates will apply to all amounts on which tax is deductible at source under the applicable tax law.
5. The Company reserves the right to change the compensation structure and/or the compensation components from time to time.
- ++ These statutory payments are included based on current applicable practice and law and are subject to changes based on changes in law from time to time. Also, please further note, that any changes / modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate email communication, about any changes/ modification to statutory payment.
- * Employee's contribution towards PF will be made from the monthly salary as defined by Law. The Benefits (Accidental, Medical as applicable) amount has been arrived at by considering the maximum eligibility under each of the components.
- # All components under Other Allowance and Reimbursement - 1 will be paid along with monthly salary. Tax benefit as per proof submission will be passed into tax liability calculation basis bills submission.
- + This is the maximum limit you are eligible for. You may choose any of the optional components under 'Other Allowance & Reimbursements -2' Nontaxable components (except Meal Card) would be paid based on a voluntary claim by employee through payroll. Taxable component would be paid on a monthly basis. All payments will be based on Company's policies.

E.) The following elements are included in the compensation package stated above:

1. Provident Fund- You will be covered under the Aricent Technologies (Holdings) Limited Employees' Provident Fund (PF) scheme wherein, the Company will contribute towards PF at the statutory rate as may be defined by the government from time to time. Your contribution and the Company's contribution have been included as a part of the above-mentioned compensation.
2. Gratuity- Gratuity shall be paid as per the Payment of Gratuity Act, 1972.

NOTE:

- a.) All statutory payments are demonstrated based on current applicable practice and law and may be subject to changes based on changes in law from time to time. Further, any changes/modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate communication, about any changes/modification to statutory payment.

F.) As an employee of the Company, you shall be entitled to the following benefits subject to any change made by the Company from time to time:

1. Group Medical Insurance- In accordance with the Company's policy, you and your immediate family (as defined in the Company's policy) shall be covered under the Medical Insurance policy held by the Company. Additionally, if you are required to travel abroad, you may be covered under the Company's Overseas Medical Insurance Policy.
2. Group Personal Accident Insurance- You shall be covered under the Personal Accident Insurance Policy held by the Company.
3. Group Term Life Insurance- You shall also be covered under the Group Term Life Insurance Policy held by the Company.
4. Transport Facility- Bus transport facility may be available, by paying nominal charges as per Company's policy, on various routes at different Company locations. If you opt for the facility, the applicable charges will be deducted from your salary in the monthly payroll.
5. Annual Leave/Public Holidays- You will be eligible for annual leaves and public holidays as determined by the Company's Leave Policy which is subject to change from time to time.

If you become indebted to the Company for any reason, the Company may, if it so elects, set off any sum due to the Company from you against the compensation payable to you and collect any remaining balance from you.

G.) Probationary Period:

1. You will be on probation for a period of six months from your date of joining the Company and continuity of your employment with the Company is dependent on confirmation of your employment. The Company reserves the right to revise the probation period depending on your performance and/or other consideration.
2. At any time during your probation period the Company may confirm your employment by way of a written communication, if your performance is found to be satisfactory. Your probation shall be deemed extended, for a period not exceeding 30 days, in a situation where you do not receive the aforesaid written communication from the Company.

H.) Performance Review: You will be eligible to participate in Company's performance review process as per Company policy.

I.) Conditions of hire:

1. Your employment with the Company will be subject to the following pre-conditions:
 - a. You will submit relevant documents as mandated by the Company.
 - b. You obtain requisite certification or complete mandated assessments which are basis for offering you employment opportunity with the Company.
 - c. You obtain a clear discharge and/or relieving letter from your most recent employer (prior to joining the Company). Nevertheless, you must submit a clear discharge and/or relieving letter within fifteen (15) days of joining the Company.
 - d. You represent that acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.
 - e. You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which might reasonably be expected to have an adverse effect on your ability to perform your duties hereunder and/or upon the Company.
 - f. You provide two satisfactory references, one being from your most recent employer (prior to joining Capgemini Engineering).
 - g. Your background verification check (including address, academics, employment, criminal etc. as applicable) conducted by the Company is cleared; and
 - h. You represent that you have not been involved in any fraud, unethical and/or immoral acts, departmental inquiry in your previous employment(s) and/or been part of any pending investigation (whether judicial, quasi-judicial or otherwise) which you have not disclosed from the Company prior to your joining.
 - i. Your employment shall be subjected to the below-mentioned additional terms and conditions.
 - a. You should clear the final degree examination and submit your Highest Degree/Provisional Certificate/Consolidated marksheet and/or Final year Mark sheet, as a proof of passing. In the event you fail to clear the final examination in the first attempt or fail to submit the proof of the same by 04/04/2022(for current year pass outs), our Offer shall stand automatically revoked or otherwise your employment with the Company shall cease immediately without any further obligation or liability upon the Company.
 - b. You will be required to clear the mandatory Entry Level Certification Training Test of the Company in the first attempt. The details of the mandatory certification and the test will be communicated to you upon your joining the Company. If you do not successfully clear such test, your employment with the Company shall cease immediately without any further obligation or liability upon the Company.
 - c. As a condition of your employment with the Company, you will be required to undergo certain specialized training, certification and/or skill up gradation, at the cost, resource and expense of the Company. In consideration thereof, you shall be required to sign a training agreement or service agreement with the Company, and inter alia provide a commitment to work for the Company for 36 months, failing which there would be certain monetary liabilities that you would need to bear. Prior to acceptance of our Offer, you may request HR Department for more details in this respect including draft of such an agreement, for your review. You fill the complete Back ground verification link given along with the welcome mail of the offer.
 - j. That you have obtained / scored a minimum percentile in all semesters of your graduation course, as per the eligibility criteria specified to you during the hiring process.
 - k. You will join our Fresher training and for successful completion of training you will be evaluated upon defined parameters and will be required to score a minimum percentage. Details pertaining to fresher training will be provided to you separately at the time of on-boarding.
2. Your employment is inter alia based on the information furnished by you to the Company including declarations and undertakings thereto. If at any time during your employment with the Company, the Company discovers that you have furnished any false, fake, forged information (including documentation) for securing employment with the Company or otherwise, the Company reserves the right to take disciplinary action against you, including, but not limited to, right to terminate your employment without notice and your employment with the Company will be void ab-initio.

J.) Your employment with the Company will also be governed by the terms and conditions of employment contained in **Exhibit 1** attached hereto.

You are required to treat this letter and its contents as strictly confidential and should not disclose the same to any person or entity (except to your advisors, attorneys and accountants, for seeking their advice) without our prior written consent.

At Capgemini Engineering, one of our goals is to afford all our people the opportunity to pursue their careers, to achieve their personal best, and to balance their personal and professional goals. Capgemini Engineering values your abilities and believes it can provide you with an atmosphere in which you can develop your professional talents to the fullest.

As a token of your acceptance of our offer of employment with the Company, please sign in the space provided below and return a duplication version of this letter immediately to us within fifteen (15) days from the date of this letter. Our offer shall automatically lapse unless (i) you confirm your acceptance of it and return a copy to us within the prescribed time and (ii) you join us on or before your date of joining stated in this Employment Offer Letter.

For Aricent Technologies (Holdings) Limited



Chandra Reddy K

Managing Director

ER&D GBL India

Acceptance

I have read and understood the contents of this Employment Offer Letter and Exhibits hereto (hereinafter 'Letter') and accept all the terms and conditions of this Letter in its totality. I confirm that there are no other oral/written understandings other than as detailed herein between me and Aricent Technologies (Holdings) Limited India.

This Letter supersedes all previous agreements (written or oral) between the parties in relation to the subject-matter. I confirm that I am not breaching any terms or provisions of any prior agreement or arrangement by accepting this offer.

Name: **Kamlika Sowmya**

Date: **02/02/2022**

EXHIBIT 1

Terms & Conditions of Employment with Aricent Technologies (Holdings) Limited

1. CURRENT WORK LOCATION:

1.1 Aricent Technologies (Holdings) Limited ("**Capgemini Engineering**" or "**Company**") may require you to work at other Company locations and/or on customers' sites both, within or outside India. The Company shall seek to give you reasonable notice of extensive travel requirements, and to take into account your personal circumstances where appropriate.

1.2 Depending upon exigencies of business you may be transferred/deputed, at Company's sole discretion, within India or outside by the Company in any capacity as the Company may desire from time to time, from:

- a) one location to another; or
- b) one team/department/account/function/Business Unit to another; or
- c) one project/job to another; or
- d) the Company to any other group entity or affiliate or any other business associate as the Company may deem appropriate from time to time.

1.3 Such transfer/deputation/assignment/relocation shall not entitle you to ask for revision in your salary or any terms or conditions of your service. The Company does not guarantee the continuation of any benefits or perquisite at the new location. In all such cases of transfer/deputation/assignment/relocation you will be governed by the relocation policies and policies of the Company existing at that time. Consequent to such transfer/deputation/assignment/relocation, you will be governed by the terms and conditions of service as applicable to your category of employees in the new location (which includes but is not limited to office days/hours and holidays).

2. DUTIES AND RESPONSIBILITIES:

2.1 You shall devote your skill, knowledge and working time to the conscientious performance of your duties and responsibilities towards the Company. You shall perform your duties with diligence, devotion and discretion. You shall comply with all directions given to you by your reporting manager/supervisor and shall faithfully observe all the rules, regulations and Company policies. Further, the Company may, at any time, in its sole discretion, suitably modify your roles, responsibilities and duties.

3. COMPENSATION:

3.1 Your all-inclusive annual target compensation and corresponding details are provided in the Employment offer letter.

4. TRAINING:

4.1 During the term of your employment, the Company may offer you an opportunity to undergo certain specialized training, certification and/or skill upgradation from time to time, which shall inter alia enhance your career opportunities at the Company and otherwise. In case you accept the Company's offer for training, the Company is likely to incur expenses including in relation to training costs, course fees, recruitment and induction costs, salary and benefits during training period, opportunity loss, etc. Depending on the nature of training/certification and corresponding cost and expenses, the Company may require you to execute training agreement with the Company for a specific period (which will be indicated to you at that time) in consideration of the cost the Company would be incurring for such training/certification. Under such training agreement, you shall agree to inter alia serve a minimum term of employment with the Company, failing which you will be required to reimburse the Company for the cost of training/certification identified in the training agreement and any other costs related to the training/certification.

5. COVENANTS AND REPRESENTATIONS:

5.1 You also agree that during the term of your employment with the Company and for twelve (12) months after the cessation of employment, regardless of the reason of cessation of employment, you will not:

- a) directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, hire, solicit, or induce, or attempt to recruit, hire, solicit, or induce, any employee of the Company with whom you had dealings, personal contact or supervised while performing your duties or otherwise, to terminate their employment relationship with the Company.
- b) directly or indirectly, solicit or attempt to solicit business, customers or suppliers of the Company or of its affiliates.
- c) directly or indirectly, solicit or attempt to solicit or undertake employment with any client of the Company or any organization where you have been taken or sent for training, deputation or secondment or professional work by the Company; and
- d) provide or attempt to provide professional services similar to those provided by the Company to its current or prospective customers, with whom you (i) had business interactions or any other dealings on behalf of the Company during your employment with the Company and/or (ii) had been directly associated with the customer in relation to a project.

5.2 You and the Company acknowledge and agree that the duration and scope of the Covenants contained herein are fair and reasonable. Accordingly, you and the Company agree that, in the event that any of the covenants contained herein are nevertheless determined by a judicial or quasi-judicial body to be unenforceable because of the duration or scope thereof, the judicial or quasi-judicial body making such determination may reduce such duration and/or scope to the extent necessary to enable such judicial or quasi-judicial body to determine that such covenant is reasonable and enforceable, and to enforce such covenant as so amended.

5.3 You will also be governed by all applicable rules, processes, procedures, and policies (including but not limited to Information Security Management System (ISMS) policies and procedures, Code of Business Ethics of the Company, which are not specifically mentioned in this Letter. The applicable rules/processes/procedures/policies are available on the Company's Intranet and you are expected to go through the same carefully. For any clarification in relation to applicable rules/processes/procedures/policies, please get in touch with concerned department. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures, or policies of the Company, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

5.4 Capgemini Engineering prides itself as a company with the highest order of ethical conduct in its dealings with employees, customers, service provider, agents, governments or any other third party. It is important that you fully understand this philosophy and the relevant policies. If at any time during your employment with the Company, you are found to be in violation of such policy and/or generally accepted ethical/moral standards, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

5.5 You declare that you are medically fit to carry out the duties expected of you by the Company. You represent that you have no communicable disease and you are not addicted to drugs or any other substance of abuse. During the term of your employment with the Company, you are required to be medically fit to perform the duties assigned to you from time to time. As to whether you are medically fit, is an issue which will be professionally determined by the Company and you shall be bound by such determination. The Company may require you to undergo periodical medical examination as and when intimated to you by the Company.

5.6 You represent that you are not in breach of any contract with any third party or restricted in any way in your ability to undertake or perform your duties towards the Company. You covenant that you will be fully responsible for any personal liabilities that may arise as the result of an agreement or arrangement between you and any third party and that the Company will in no way be concerned with such liabilities.

5.7 You will at all times maintain your ability to be employable and in the event of any change in your personal circumstances resulting in possible alteration to the employability status, you will keep the Company informed in writing about such change.

5.8 During your employment with the Company, to meet the exigencies of business, the Company may require you to (i) work on any project that you are assigned to, on any technical platforms/skills and nature of the project or (ii) work night hours or (iii) work in shifts (including night shifts).

5.9 Regardless of any secondment to any of the Company's affiliated entity/business associate/joint venture or where you may be required to work overseas for any such entity for an extensive period, you shall at all times remain an employee of the Company exclusively and shall not be entitled to any such foreign salary or benefits (including medical insurance, green card sponsorship, etc.) payable or applicable to employees of such other Capgemini Engineering entities other than the salary and benefits specified in the Employment Letter and/or the salary and benefits that may be determined by Capgemini Engineering and communicated to you in writing.

5.10 Unless specifically authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company. You shall also not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company.

5.11 During the period of employment, you agree not to draw, accept or endorse any cheque or bill on behalf of the Company or, in any way, pledge the Company's credit except so far as you may have been authorized by the Company to do so, either generally or in any particular case.

5.12 During the term of your employment, you shall not communicate with the media or with journalists in relation to the Company or its affairs, without obtaining a specific prior written permission from the Company.

5.13 You acknowledge and provide your consent vide Consent Letter for use of personal information including Sensitive Personal Data or Information ("SPDI") to the Company (a) to share your sensitive personal data or information about you and/or your dependents (wherever applicable) provided to the Company with third parties for purposes deemed appropriate by the Company from time to time; (b) to share information about you with affiliates of the Company for administrative purposes/audit and with clients/prospects in relation to any staff augmentation requirements; (c) to treat any personal data to which you have access in the course of your employment strictly in accordance with Company policies and not using any such data other than in connection with and except to the extent necessary for the purposes for which it was disclosed to you. You further acknowledge and consent for use of your personal images and voices in marketing material, videos, etc; and confirm that you have read and understood the Company's Privacy Policy in relation to the collection, processing, use, storage and transfer of SPDI and you agree to the terms thereof.

5.14 You agree to comply with all laws, ordinances, regulations applicable in relation to your employment with the Company including but not limited to the anti-corruption laws, anti-bribery laws such as Prevention of Corruption Act, 1988 of India, the Foreign Corrupt Practices Act, 1977 of the United States and the Bribery Act 2010 of the United Kingdom and/or data privacy laws. Without limiting the generality of the foregoing, you represent and covenant that you have not, and shall not, at any time, during your employment with the Company, pay, give, or offer or promise to pay or give, any money or any other thing of value, directly or indirectly, to, or for the benefit of: (i) any public servant, government official, political party or candidate for political office; or (ii) any other person, firm, corporation or other entity, with knowledge that some, or all of that money, or other thing of value will be paid, given, offered or promised to a public servant, government official, political party or candidate for political office, for the purpose of obtaining or retaining any business, or to obtain any other unfair advantage, in connection with the Company's business.

5.15 You hereby represent to the Company that:

- a) you are legally permitted to reside and be employed in India.
- b) you have reviewed these terms and conditions and that you understand the terms, purposes and effects of the same.
- c) you have accepted these terms and conditions only after having had the opportunity to seek clarifications.
- d) you have not been subjected to duress or undue influence of any kind to accept these terms and conditions and these terms and conditions will not impose an undue hardship upon you.
- e) you have accepted these terms and conditions of your own free will and without relying upon any statements made by the Company or any of its representatives, agents or employees; and
- f) you have all requisite power and authority, and do not require the consent of any third party to accept our offer.

6. CONFIDENTIALITY:

6.1 This is a highly Confidential and Private document. You are required to maintain, at all times, the confidentiality and ensure that the contents or details of this Letter are not shared with anyone.

6.2 You are aware that in the course of your employment with the Company, you shall have access to Confidential Information. "Confidential Information" shall mean and include, but not limited to, proprietary, confidential, sensitive, personal information about inventions, products, designs, methods, know-how, techniques, trade secrets, systems, processes, strategies, software programs, content, data, techniques, plans, designs, programs, customer information, works of authorship, intellectual property rights, customer lists, employee lists and any other personally identifiable information about any employee of the Company or its affiliate or personally identifiable information of its customers or clients of its customers, user lists, vendor lists, content provider lists, supplier lists, pricing information, projects, budgets, plans, projections, forecasts, financial information and proposals, intellectual property, terms of this Letter and any other information which due to the nature or character of such information, any prudent person might reasonably under similar circumstances treat such as confidential or would expect the Company to regard such information as Confidential, all regardless as to whether such information is in written form or electronic form or disclosed orally before or after the date hereof.

6.3 You agree that you may receive in strict confidence all Confidential Information of the Company, its affiliates or its clients or prospective clients of the Company or its affiliates. You further agree to maintain and to assist the Company in maintaining the confidentiality of all such Confidential Information, and to prevent it from any unauthorized use.

6.4 You agree and confirm that, you will, at all times:

- a) maintain in confidence all such Confidential Information and will not use such Confidential Information other than as necessary to carry out the purpose for which it was shared with you.
- b) not disclose, divulge, display, publish, or disseminate any such Confidential Information to any person except with the Company's prior written consent.
- c) treat all such Confidential Information with the same degree of care that you accord to your own confidential information, but in no case less than reasonable care.
- d) prevent the unauthorized use, dissemination or publication of such Confidential Information.
- e) not copy or reproduce any such Confidential Information except as is reasonably necessary for the purpose for which it was shared with you.
- f) not share such Confidential Information with any third party (specifically those persons who are in the same field of activities as that of the Company or are in direct or indirect competition to the Company).
- g) not use such Confidential Information in any way so as to procure any commercial advantage for yourself or for any third party or in a manner that is directly or indirectly detrimental to the Company.
- h) neither obtain nor claim any ownership interest in any knowledge or information obtained from such Confidential Information; and
- i) not use or attempt to use any such Confidential Information in any manner that may harm or cause loss or may be reasonably expected to harm or cause loss, whether directly or indirectly, to the Company, its affiliates or its customers.

6.5 All such Confidential Information shall remain the sole and exclusive property of the Company, and no license, interest or rights (including, without limitation, any intellectual property rights) to such Confidential Information, or any copy, portion or embodiment thereof, is granted or implied to be granted. Nothing in this Letter shall limit in any way the Company's right to develop, use, license, create derivative works of, or otherwise exploit its own Confidential Information.

6.6 You shall be under no obligation of maintaining confidentiality of such Confidential Information as per provisions of this clause if the information:

- a) was in your possession before receiving the same from the Company pursuant to this Letter.
- b) is or becomes a matter of public knowledge through no fault of yours; or
- c) is rightfully received by you from a third party without a duty of confidentiality.

6.7 If you are served with a court or governmental order requiring disclosure of any part of such Confidential Information, you shall, unless prohibited by law, promptly notify the Company before any disclosure and cooperate fully (reasonable expense to be borne by the Company) with Company and its legal counsel in opposing, seeking a protective order or limit, or appealing any such subpoena, legal process, request or order to the extent deemed appropriate by the Company.

6.8 Upon cessation of your employment with the Company or on a written request of the Company, whichever is earlier, you shall return or destroy (at the Company's option) any part of such Confidential Information that consists of original, and copies of, source material provided to you and still in your possession and, if requested by the Company, shall provide written confirmation to the Company to that effect.

6.9 You shall not, whether during your employment and/or after cessation of your employment, for whatever reason, use, disclose, divulge, publish or distribute to any person or entity, otherwise than as necessary for the proper performance of your duties and responsibilities under this Letter, or as required by law, any confidential information, messages, data or trade secrets acquired by you in the course of your employment with the Company.

6.10 If you are found to be in breach of this clause, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

6.11 You shall maintain the confidentiality of all price sensitive information and shall handle all such information on a strict 'need to know' basis i.e. disclose only to those within the Company who need the information to discharge their duty. You shall not pass on such information to any person directly or indirectly by way of making a recommendation for the purchase or sale of securities. Further, during your employment, you shall be subject to applicable trading restrictions e.g. when the trading window is closed, you shall not trade in the Company or any of its affiliates' securities during such period.

7. INTELLECTUAL PROPERTY:

7.1 "Intellectual Property Rights" shall mean all industrial and intellectual property rights (including both economic and moral rights), including, without limitation, patents, patent applications, patent rights, trademarks, trademark applications, trade names, service marks, service mark applications, copyrights, copyright applications, databases, algorithms, manuscripts, computer programs and other software, know-how, trade secrets, proprietary processes and formulae, inventions, trade dress, logos, design and all documentation and media constituting, describing or relating to the above.

7.2 You represent that all services performed by you for the Company shall be your original work and shall not incorporate any third-party materials or work in which you or any third party asserts an ownership interest or Intellectual Property Right. Provided that in the event the Company is held liable or is faced with a claim for your violation of any Intellectual Property Rights belonging to a third party, you undertake to indemnify the Company (and/or any of its affiliates, as the case may be) against any and all losses, liabilities, claims, actions, costs and expenses, including reasonable attorney's fees and court fees resulting there from.

7.3 If at any time during your employment with the Company, you (either alone or with others) whether or not during normal business hours or arising in the scope of your duties of employment make, conceive, create, discover, invent or reduce to practice any invention, modification, discovery, design, development, improvement, process, software program, work of authorship, documentation, formula, data, technique, know-how, trade secret or any Intellectual Property Right whatsoever (including all work in progress) or any interest therein (whether or not patentable or registrable under copyright, trademark or similar statutes or subject to analogous protection) (collectively '**Developments**') that:

- a) relates to the business of the Company (or its affiliate), or to its customers or suppliers, or to any of the products or services being developed, manufactured, sold or provided by the Company (or any of its affiliate) or which may be used in relation therewith.
- b) results from tasks assigned to you by the Company; or
- c) results from the use of premises or personal property (whether tangible or intangible) loaned, eased or contracted for by the Company or its affiliate,

such Developments (including all work in progress) and the benefits thereof shall immediately become the sole and absolute property of the Company, as works made for hire or otherwise, and you shall immediately disclose to the Company, without cost or delay and without communicating to others the same, each such Development and all available information relating thereto (with all necessary plans and models).

7.4 You hereby irrevocably, absolutely and perpetually assign any and all rights (including any Intellectual Property Rights) you may have or acquire in the Developments and all benefits and/or rights resulting there from to the Company and its assigns without additional compensation on worldwide basis. You acknowledge that the salary and other payments receivable by you from the Company is adequate compensation for such assignment. You hereby waive and quitclaim to the Company any and all claims of any nature whatsoever that you may now have or may hereafter have in and to the Developments (including all work in progress).

7.5 All such assignment of rights shall be perpetual irrevocable, universal and shall not lapse, even if the Company fails at any time to commercially exploit any such Developments. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if the Company does not exercise the rights under the assignment within a period of one year from the date of assignment. You hereby agree to waive any right to and refrain from raising any objection or claims to the Copyright Board with respect to any assignment, pursuant to Section 19A of the Copyright Act, 1957. You further agree to assist and cooperate with the Company in perfecting the Company's rights in any of the Developments.

7.6 Any assignment of copyright hereunder (and any ownership of a copyright as a work made for hire) includes all rights of paternity, integrity, disclosure and withdrawal and any other rights that may be known as or referred to as 'moral rights' (collectively '**Moral Rights**'). If, you are deemed under applicable law to retain any rights in any Developments, including without limitation any Moral Rights, you hereby waive, and agree to waive, all such rights. To the extent that such waivers are deemed unenforceable under applicable law, you grant, and agree to grant, to the Company or its assigns the exclusive, perpetual, irrevocable, universal and royalty-free license to use, modify and market the Development, without identifying you or seeking your consent.

7.7 If you are not employed with the Company at the time when the Company requests your assistance in connection with the foregoing, the Company will pay you for your reasonable time expended in complying with the above terms at an hourly rate equal to the effective hourly rate at which you were paid the Company immediately prior to your termination as an employee.

7.8 Should the Company be unable to secure the signature on any document necessary to apply for, prosecute, obtain, protect or enforce any Intellectual Property Rights, due to any cause, you hereby irrevocably designate and appoint the Company and each of its duly authorized officers and agents as your agent and attorneys to do all lawfully permitted acts to further the prosecution, issuance, and enforcement of the Intellectual Property Rights or protection in respect of the Developments, with the same force and effect as if executed and delivered by you.

7.9 Notwithstanding the foregoing, you will also be bound by Caggemini Engineering's policy with respect to Intellectual Property.

8. CONFLICT OF INTEREST:

8.1 During your employment, you will not, directly or indirectly, whether alone or as a partner joint venture, officer, director, employee, consultant, agent, independent contractor or stockholder of any company, business or other commercial enterprise: (i) engage in any business activity similar in nature to any business conducted or planned by the Company, or (ii) compete in any way with products or services being developed, marketed, distributed or otherwise provided by the Company.

8.2 You shall not undertake, whether directly or indirectly any full time or part time employment or operate or manage business of any kind whatsoever, so long as you are in employment with the Company.

8.3 During your employment if you become aware of any potential or actual conflict between your interests and those of the Company, then you shall immediately inform the Company about such conflict. Where the Company is of the opinion that such a conflict does or could exist, it may direct you to take appropriate action(s) to resolve such a conflict, and you shall comply with such instructions.

8.4 During the course of your employment, you shall not, either directly or indirectly, receive or accept for your own benefit or the benefit of any person or entity other than the Company any gratuity, emolument, or payment of any kind from any person having or intending to have any business with the Company.

8.5 To perform your duties towards the Company, you will have access to email, internet, Company assets (desktop, laptop, mobile phones etc.) and other Company infrastructure. You shall ensure that at all times your use of such facilities meets the ethical and social standards of the workplace. Further, your use of such facilities must not interfere with your duties and must not be illegal or contrary to the interests of the Company.

9. RETIREMENT/TERMINATION:

a.) Retirement

- (i) You will automatically retire from employment with the Company on the last day of the month in which you complete sixty (60) years of age. It is hereby clarified that the Company reserves its right to change the retirement age.

b.) Notice Period/Termination

- (i) During the probation period, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you two months' written notice or payment of gross salary in lieu thereof.

Upon confirmation, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you three months' written notice or payment of gross salary in lieu thereof.

- (ii) Notwithstanding anything to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).
- (iii) Notwithstanding the aforesaid or anything else to the contrary, the Company may suspend, dismiss, discharge or terminate your employment with immediate effect by a notice in writing (without salary in lieu of notice), in the event of (i) fraudulent, dishonest or undisciplined conduct by you, (ii) you committing a breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property, (iii) your insubordination or failure to comply with the directions given to you by persons so authorized, (iv) your insolvency or conviction for any offence involving moral turpitude, (v) your breach of any terms or conditions of this Letter or the Company's policies or other documents or directions of the Company, (vi) you going on or abetting a strike in contravention of any law for the time being in force, (vii) you conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients or (viii) misconduct by you as provided under the labour laws and/or in the Company policies.

- (iv) In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any authorized officer of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice and with no obligation to pay you any compensation.
- (v) In case you absent yourself from duty continuously, without prior authorization, for ten (10) consecutive calendar days or more you shall be deemed to have left and relinquished the service on your own accord and such relinquishment of service shall be deemed as a repudiation of your employment. In such circumstances, the Company will have the discretion of (a) adjusting salary against the notice period of such abandonment and recover any outstanding dues towards payable to the Company; and (b) presume that you have voluntarily abandoned the services of the Company and strike off your name from the Company's payroll.

c.) Effects of Cessation of Employment

- (i) Upon cessation of your employment with the Company (whether by virtue of termination/resignation/retirement), you will immediately return to the Company all of the Company's Confidential Information, tools, assets, accessories, formulae, documents, specifications, books etc. in your custody, care of charge and obtain clearance certificate from the relevant person/office/department, on production of which alone your dues, if any, will be settled by the Company, failing which the Company reserves the right to adjust the dues against any amounts payable to you or separately claim the same from you or use available legal remedies to recover the assets or any other amount due to the Company.
- (ii) If any Letter of Authority or Power of Attorney is issued to you, you will undertake to return it on demand or immediately upon cessation of your employment with the Company.
- (iii) Upon cessation of your employment with the Company, the Company may require you to sign appropriate release terms without any additional compensation.

10. LIMITATION OF LIABILITY AND INDEMNITY:

10.1 Neither party shall be liable to the other party for any indirect, incidental, contingent, consequential, punitive, exemplary, special or similar damages, including but not limited to, loss of profits or loss of data, whether incurred as a result of negligence or otherwise, irrespective of whether either party has been advised of the possibility of the incurrence by the other Party of any such damages.

10.2 The Company's liability arising out of or in connection with this Letter, whether based in contract, tort (including negligence and strict liability) or otherwise, shall not exceed the amount paid by the Company to you for a period of three (3) months preceding the cause of action.

10.3 Notwithstanding anything to the contrary contained herein, you shall indemnify and keep indemnified the Company, its directors, officers and employees from and against all claims, demands, actions, suits and proceedings (including any losses, damages, costs, charges and expenses), whatsoever that may be brought or made against the Company by any third party as a result of any act or omission, non-performance or non-observance by you of any of the terms and conditions of this Letter and/or arising from your failure to comply to any statute or enactment/s (including but not limited anti-bribery laws and data protection laws).

11. MISCELLANEOUS:

11.1 Notice: All notices to you in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by email (as per Company records) or by courier or by speed post addressed to the address mentioned hereinabove. It will be your responsibility to inform the Company of any change in your address and contact details including telephone numbers, personal email addresses etc.

All notices to the Company in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by courier or by speed post addressed to the Company's office address referred in the Employment Letter or by email with a physical copy by any of the abovementioned ways.

11.2 Severability: The parties acknowledge and agree that if any of the provision of this Letter is deemed invalid, void, illegal, and unenforceable that provision stands severed from this Letter and the remaining provisions of this Letter shall remain valid and enforceable.

11.3 Publicity: You shall not use the name and/or trademark/logo of Capgemini Engineering, its group companies, subsidiaries or associates before media (irrespective of the form whether print, audio visual, electronic etc.) in any other manner which is detrimental to the interest, image and goodwill of the Company and its affiliates without prior written consent of the Company. In the event you intend to share/disclose article which includes any information about the Company or its affiliates/customers for possible publication or dissemination outside the Capgemini Engineering group, you agree to inform the Company and obtain its prior written consent on the article you wish to disclose. Further, you agree to make such modifications/deletions/revisions to the article as are requested by the Company to protect its property/interest/reputation.

11.4 Non-Disparagement: During the term of your employment with the Company and at all times thereafter, you will not make any false, defamatory or disparaging statements about the Company, or the employees, officers or directors of the Company that are reasonably likely to cause damage to any such entity or person.

11.5 Waiver: No delay or failure of any party in exercising or enforcing any of its rights or remedies whatsoever shall operate as a waiver of those rights or remedies or so as to preclude or impair the exercise or enforcement of those rights or remedies. No single or partial exercise or enforcement of any right or remedy by any party shall preclude or impair any other or further exercise or enforcement of that right or remedy by that Party. Save as expressly provided in this Letter neither party shall be deemed to have waived any of its rights or remedies whatsoever unless the waiver is made in writing, signed by a duly authorized representative of that party and may be given subject to any conditions thought fit by the grantor. Unless otherwise expressly stated any waiver shall be effective only in the instance and for the purpose for which it is given.

11.6 Integration: This Letter along with its Exhibit constitutes the entire understanding between the parties and supersedes all previous agreements (written or oral) between the Parties in relation to its subject-matter.

11.7 Survival: Clauses 5.1, 5.13, 6, 7, 9(c), 10, 11.1, 11.7, 11.8 and 11.9 and any other clause which by its nature is expected to survive shall all survive the expiry/termination (for whatever reason) of the Letter and shall continue to apply.

11.8 Dispute Resolution/Governing Law: The Parties to this Agreement shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. All disputes, differences and/or claims arising out of these presents or as to the construction, meaning or effect hereof or as to the rights and liabilities of the Parties hereunder and which cannot be settled by mutual conciliation shall be referred to Arbitration to be held in Delhi in English Language in accordance with the Arbitration and Conciliation Act 1996, or any statutory amendments thereof and shall be referred to a sole Arbitrator to be appointed by Capgemini Engineering. The award of the Arbitrator shall be final and binding on Parties. This Letter shall be governed and interpreted in accordance to the laws of India and the courts at Delhi only shall have exclusive jurisdiction.

11.9 Rights to Injunctive Relief: You hereby expressly acknowledges that any breach or threatened breach by you of any of your obligations set forth in this Letter and/or any of the Company policies may result in significant and continuing injury and irreparable harm to Company, the monetary value of which would be impossible to establish. Therefore, you agree that Company shall be entitled to injunctive relief in a court of appropriate jurisdiction with respect to such provisions.

CONSENT LETTER

For use of Personal Information & Sensitive Personal Data or Information

I, _____ residing at _____, do hereby provide my express consent to my employer, Aricent Technologies (Holdings) Limited having its registered office at 5, Jain Mandir Marg (Annexe), Connaught Place, New Delhi 110001, India, CIN:U72100DL2006PLC149728 (hereinafter referred to as the "Company", which expression shall unless repugnant to the context or meaning thereof mean and include its successors, nominees, assigns and administrators) as follows:

1. That I acknowledge and provide my consent to the Company to collect, store, process, transfer and share my personal information and sensitive personal data or information and information of my dependents wherever applicable, (including sensitive personal information like bank accounts, PAN, blood group, biometric information, medical record, email addresses etc.) for purposes deemed appropriate by the Company from time to time, including but not limited to:
 - a) background verification agencies for the purpose of verifying the information submitted by me basis which I have been made an offer of employment,
 - b) payroll processing agencies for processing my payroll (including reimbursement claims),
 - c) law enforcement agencies,
 - d) to comply with a judicial/quasi-judicial order,
 - e) auditor (including internal auditors, statutory auditors or Caggemini Engineering clients or their auditor) for the purpose of audit,
 - f) insurance companies for the purpose of group insurance, personal accident insurance etc.
 - g) service providers providing services for biometric access to office premises for monitoring attendance,
 - h) foreign consulates, embassies etc. and service providers (including travel agents) for the purpose of processing of visa, work permits etc.
2. Further, I also acknowledge and provide my consent to the Company to transfer and share (within India and outside of India) such information with:
 - a.) affiliates of the Company for administrative purposes and/or audit;
 - b.) clients/prospects in relation to any staff augmentation assignments.
3. That I agree and confirm that this consent letter shall be construed in accordance with the laws of India and the courts in Delhi shall have exclusive jurisdiction to adjudicate upon any dispute that may arise in relation to this Consent Letter.
4. That should any provisions of this consent letter be held by a court of law to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining provisions of this consent letter shall not be affected or impaired thereby.
5. I hereby declare that the execution of this consent letter has been done out of my own free will and consent and without any undue force or coercion in any manner whatsoever.
6. I am aware that I have the right to access and rectify my sensitive personal data or information provided to the Company and corresponding obligation to immediately update my sensitive personal data or information in Company's records in the event of any change.
7. I am aware that Company has adopted security practices and procedure to ensure that the information collected is secure and these are available on the Company's intranet.

This consent letter shall come into force immediately upon its execution by me.

Name:

Signature:

Date:

ANNEXURE I (A)

Onboarding Documents

Please carry a complete set of original and photocopied documents (2 sets) as specified below.

1.	Hard copy / email copy of Capgemini offer letter shared with you.
2.	<p>Employment Documents:</p> <p>Current Employment(Immediate Previous)</p> <p>a) Relieving letter /Experience Certificate(if both these documents are not there, Resignation Acceptance Resignation acceptance mail is mandatory/Automated Copy of email resignation/Approved mail resignation (mentioning of last working day from the HR is mandatory)</p> <p>b) Payslips for last 3 months</p> <p>c) Form 16/Form 16A</p> <p>d) Salary Account 6 months Bank Statement</p> <p>e) Letter of appointment/Offer letter from employer which captures start date</p> <p>Previous EmploymentService/Relieving Certificate all employments- Mentioning date of joining ,designation and last working day</p>
3.	<p>Education Documents</p> <p>a) 10th Marksheet and certificate.</p> <p>b) 12th marksheet and Certificate.</p> <p>c) Graduation Marksheets and certificate/Diploma certificate.</p> <p>d) Post-Graduation Marksheets and degree certificate (If applicable)</p> <p>e) Any other relevant certificate</p>
4.	<p>Proof of Identity/ Address</p> <p>a) PAN Card</p> <p>b) AADHAAR Card</p> <p>c) Passport In case any of the proof of Identity/Address mentioned above not available then any Two of the below proofs</p> <p>i) Voters Id</p> <p>ii) Driving License</p> <p>iii) Ration card</p> <p>iv) Electricity Bills</p> <p>v) Gas card</p> <p>vi) Notarized Self Affidavit</p>
5.	Passport size photographs (6 nos.)
6.	<p>Self Employed/CO-owner/Freelancing/ Partnership employment(s) (if applicable)</p> <p>a) Form 16/Form 26AS</p> <p>b) Bank statement for 6 months</p> <p>c) Shops & Commercial Establishment Registration Certificate</p> <p>d) Co-Owner/Partnership/Ownership – Required partnership/ownership dissolution deed</p>
7.	Cancelled Cheque of Saving Bank Account having IFSC Code details – Mandatory
8.	Details of your Provident Fund, Employees' Pension Scheme and Universal Account Number, if earlier member PF/EPS scheme Mandatory.

ANNEXURE I (B)

Background Verification

Reference terms:

Capgemini Engineering adheres to a strong background verification process. As a part of this process all the personal and professional information provided by you is verified, therefore we request you to provide all the necessary relevant documents as per the information provided. This will help us verify your

- Education Credentials (Bachelor's Degree/Post Graduate Degree etc.)
- Professional Experience & Employment(s) Credentials.

Note: Based on certain business requirement and statutory rules Capgemini Engineering may initiate certain additional checks during your tenure in Capgemini Engineering and by accepting this offer you agree to undergo such additional checks when required. Capgemini Engineering will not take any individual approval for the same.

Please ensure that the following steps are followed to initiate the process and submit the necessary documents within 7 calendar days from the date of receipt of this offer:

- Fill the standard application form by clicking the New Employee Wizard link (received from SuccessFactors Onboarding <auto.noreply@capgemini.com>. (You will receive the link to New Employee Wizard portal shortly). In case you have not received this link within the next 3 days please get in touch with your recruiter immediately.

Download the Address check Form, Database check form, Court record form - from the New Employee Wizard link; update the details in the form with your manual signature and mention the current date on which you have signed this form. You will have to upload back the scanned copy of these documents on to the New Employee Wizard link.

- Highest Educational Degree Certificate and Final year Mark sheet**.
- Submission of all semester/term mark sheets of your highest qualification.
- Any qualification obtained from the Institute which is not recognized by UGC/AICTE is not considered.
- Experience letters and relieving letters for 5 years of employment or past 2 employers whichever is higher.

Form 16 - Part A only.

Bank statement for last 3 months – [Please ensure to mask all other transaction details (whether debit or credit entries) except for salary transfer details of your last employer, such that only salary credits of previous employment are visible.

Please note, should you provide any other additional document than the aforesaid, or provide bank statement without masking other transaction details, the Company shall not be held responsible for the same.]

- On the date of joining you are required to carry the experience letter/Relieving letter from all your past employers
- These letters should clearly mention your last working day with your previous employers.

Some organization issue relieving/experience letter along with the full and final settlement in such cases you should submit the resignation acceptance mail authorized by your last employers HR department and you should ensure that the last working day is clearly mentioned on this acceptance letter. Please note that in such cases you will have to submit the original experience/relieving letter to Capgemini Engineering HR department / email the same to the following email address HRSSonboarding@capgemini.com not later than 14 days of your joining***

Court Verification Forms

- Court Record form

Note:

All of these forms (Address check Form, Database check form, Court record form) are available on the New Employee Wizard link. Please download these forms from the New Employee Wizard link and fill the information in BLUE ink only.

All of the above forms are submitted to the respective authorities (Police/Courts etc) and as a part of the verification process the representatives of these authorities may visit your residence address for verification; alternatively they may also call you or ask you to visit the nearby Police Station.

You are required to submit all the documents with 7 days from receiving this Offer, failing which offer will be revoked*

Important points to note:

- In an event you fail to submit the required documents to the HR department within 30 days of first intimation/date of joining and after 2 reminders. Capgemini Engineering reserves the right to hold back your salary and to take disciplinary actions which inter alia include termination from service without notice.

You are requested to fill your details diligently in the link provided. If there is a discrepancy in the data provided or the copies of documents / certificates given by you as a proof in support of the above, Capgemini Engineering reserves to take disciplinary actions which inter alia includes termination from service without notice.

***In case your last employer do not provide experience letter you may provide the relieving letter, however please ensure that the relieving letter has last working day clearly mentioned.

Please note that Capgemini Engineering may ask you to submit additional documents as and when required, especially with respect to the Background verification process.

In the absence of the above listed documents your onboarding may be delayed or deferred.

Best Regards,
Team HR

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CT20203484851_OL



Offer: Computer Consultancy
Ref: TCSL/CT20203484851/Hyderabad
Date: 11/01/2021

Ms. Jb Farheen
15-21-1/Ligh-122New Balaji Nagar Colony,
Kukatpally,
Hyderabad-500072,
Telangana.
Tel# -

Dear Jb Farheen,

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 **₹3,53,578/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

TCS Confidential
TCSL/CT20203484851

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 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



Private & Confidential

To,

Mr. Karthik Kadakanchi,

Address: Hyderabad.

Human Resources
ZF India Pvt. Ltd.
Reference No: 23838
Date: September 13th, 2021

Subject: Offer of Employment.

Dear Karthik Kadakanchi,

Congratulations!

You would be pleased to know that subsequent to your application and interviews you had with us, we are offering you the position of **Engineer** at the **ZF, India Pvt Limited, Hyderabad**, subject to the following:

1. We would look forward to onboard you on or before **September 22nd, 2021** unless a revised date has been agreed between yourself and the Company. This offer is valid only for 7 days from the date of receipt therefore you are required to acknowledge your acceptance by signing and returning the duplicate copy of this letter at the earliest. In case you fail to join the company on the above-mentioned date the stated offer stands withdrawn.
2. Upon joining, your compensation for your position is described in **Annexure I**.
3. You would be on probation period for first 6 Months from your Date of joining, based on your satisfactory performance letter of confirmation will be issued. During the probation period, either party may feel free to terminate the employment agreement by providing the other party one month notice in writing or payment in lieu thereof.
4. Post completion of probation period, your contract of employment is liable to be terminated on either side, by three months' notice in writing or three month's salary in lieu of such notice.
5. As per Company Policy, age of retirement is 60 years.
6. Your employment will be governed by the terms and conditions detailed in **Annexure II** hereto.
7. This offer is being made in good faith based on the information and documents provided by you during the recruitment process. The Company reserves the right to conduct background checks. In case of any discrepancies it can result into withdrawal/cancellation of this offer or employment at any time with immediate effect.

ZF India Private Limited

Registered Office:
B-35, MIDC - Chakan Industrial Area, Phase B,
Vasai, Tal: Khed, Dist: - 412501
Tel: +91 21 35 824 396, Fax: +91 21 35 824 301

CIN: U74999PN2007FTC128909
www.zf.com

ZF India Private Limited

Technical Centre India (TCI)
Unit 1: Survey No. 115/1B/112 Area Building, Narayanpet Village,
Saralampalle Mandal, Nalgonda District, Hyderabad - 508002, Telangana.
Unit 2: Tower 1, 2nd & 3rd Floor, Laxmi Infrastructure, EDITS 212, 3rd No - 107/91,
Kousht Vileage, Gandipet Mandal, Nalgonda District, Hyderabad - 502075, Telangana.
Unit 3: 2nd Floor, Tower B, Phase 4 Tech Zone, Survey No 11023, Saralampalle Village,
Saralampalle Mandal, Nalgonda District, Hyderabad - 508002, Telangana.



8. You shall keep the contents of this offer confidential.
9. You are requested to report at the following address by 9:00am. Please contact **Jaiprekash Uttla** on **+919848919392** to complete the joining formalities. Please bring along all the documents listed in **Annexure III**.

For any queries with regard to offer letter, feel free to contact **Mr. Raj Abhilash, Manager - Recruiting Centre** on **abhilash.raj@zf.com** and the undersigned Devanand Chavan Head of Recruiting Centre on devanand.chavan@zf.com.

We take pleasure in welcoming you to our organization and looking forward to a long association with the Company.

With warm regards,

For ZF India Pvt. Ltd.,

Entity Head HR

Head of Recruiting center, India

Enclosures:

- Annexure I** – Compensation Details & Allowances
- Annexure II** – Terms and Condition of Employment
- Annexure III** -Joining Check List

I have read and understood the terms of this Offer letter and all Annexures thereto. I accept this offer letter and confirm my date of joining:

Name: **Karthik Kadakanchi,**

Date:

Signature: _____

ZF India Private Limited

Registered Office:

9-38, MIDC - Chakan Industrial Area, Phase II,
Vasai, Tal. Khed, Dist. - 412501
Tel: +91 21 35 824 706, Fax: +91 21 35 824 701

CIN: U74999PN2007PTC126565

www.zf.com

ZF India Private Limited

Technical Centre India (TCI)

Unit 1: Survey No. 115/11/122 Area Building, Saranampalle Village,
Saripalampalle Mandal, Rangareddy District, Hyderabad - 508002, Telangana.

Unit 2: Tower 1, 2nd & 3rd floor, Laxmi Hills, 43725 522, Survey No - 107/4,
Kuvempu Village, Gandipet Mandal, Rangareddy District, Hyderabad - 501075, Telangana.

Unit 3: 2nd Floor, Tower B, Phoenix Tech Zone, Survey No 113/3, Saranampalle Village,
Saripalampalle Mandal, Rangareddy District, Hyderabad - 508002, , Telangana



hameed@juntran... 4:07 pm

to me, Anithaakula, jyothi... ▾



Dear Srikanth,

This is with reference to the interviews you have had with us. We are pleased to offer you the position of **DFT Intern with Juntran Technologies Private Limited** at **Hyderabad** location You will be under training & probation for six months.

During training & probation you will be entitled stipend of Rs **15,000/-** (Rupees fifteen thousand only per month including deductions) After completion of this your annual CTC will be revised to Rs. **3,60,000** (Rupees three Lakh sixty thousand only) per annum. Your salary revision will be once in a year.

All other terms and conditions of employment will be explained in detail in the appointment letter which will be given to you on the date of joining.

Your expected date of joining is **02nd May 2022**.

Please confirm your acceptance of the employment offer by replying to this email as soon as possible.

If not accepted this offer will expire on **02nd May 2022**.

We look forward to welcoming you to the Juntran family and wish you an exciting and successful career with us.

For completing onboarding process please contact Ehtesham 7329926850 / Praveena 6360915635

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Date of Joining: **02nd May 2022** (Monday)





AMD India Private Limited

MindSpace Cyberabad, TSIIIC Software Layout
8th-11th Floor, Building No: 11
Madhapur, Hyderabad - 500081
Tel: +91 40 4061 5000
Fax: 91 40 40615001
CIN #U72200KA1997PTC094389

May 4, 2021

AYUSH SHARMA
FLAT NO: 202 Of Shilpi Brindhavan Apartment
Vinayanagar Colony, Saidabad, Hyderabad
HYDERABAD, TELANGANA 500059

Personal and Confidential

Dear AYUSH:

At AMD India Private Limited, ("AMD") we believe that a great company is made up of great people. In that spirit, we are pleased to extend to you this offer of employment to join our innovative company. The details of this offer are outlined below (unless otherwise specified, all monetary amounts are in India's local currency):

The Position

Your AMD job title will be that of Silicon Design Engineer 2, reporting to GK Damaraju, Sr. Manager Silicon Design Engineering. You will be a member of our Design function and will work at our Hyderabad facility.

This is a Full-time position.

Effective Date

Your employment will commence on August 2, 2021, or at another mutually acceptable date.

Duties and Hours of Work

Your responsibilities and duties would be intimated to you upon commencement of your employment. The Company is however permitted to assign you additional tasks, to modify or remove your assigned duties, without additional compensation to you.

The working hours shall be in accordance with the standard working hours applicable to your department or section. You also agree that AMD may transfer your work place and work assignment, as necessary for the business needs, subject to applicable law.

Compensation

Cost To Company (CTC): You will be paid an annualized salary of ₹1,450,281.40 INR, less statutory deductions as required by law. Please see ANNEXURE for details.

HRD/1001732031/21-22

Mr. Abhinay Kumar

16-2-21/336

Usha enclave, SP nagar colony near nizampet, kukatpally, Hyderabad.

Hyderabad-500072

India

Ph: +91-8332805910

Dear Abhinay,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **09-Aug-2021**.

Location

Your location of training is **MYSORE, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

Training

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/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.



Research & Development Organization (MOD)

RESEARCH CENTRE IMARAT

HYDERABAD – 500 069

DATE: 17th September, 2021

To,
The Inspector
Chikkadpally police station,
Hyderabad.

Request For Character Verification Certificate

You are requested to issue Character Verification Certificate to Ms. Mekala Bindu Bhargavi, D/O. Mekala Rathaiah, D.No. 1-2-296, Street No. 1, opposite syndicate Bank, Ashok Nagar, Hyderabad District, Telangana - 500020 is Appointed as Engineer on Contract Basis in Directorate of Embedded Computer Systems, (DECS), Research Centre Imarat (RCI). This is required for Security Department for Issue of Identity Card.

Vijaya Pranga, sc'ia'
17/9/21

G. Venkat Reddy
G. Venkat Reddy
Out Standing Scientist
Group Director, NECS, RCI

जी . वेंकट रेड्डी / G. VENKAT REDDY
उ. व. एच. गट्टुपुडु निदेशक / OS & Group Director
नेविगेशन एंड एम्बेडेड कंप्यूटर प्रणाली समूह
Navigation and Embedded Computer Systems Group
अनुसंधान केंद्र इमारत / Research Centre Imarat
रक्षा मंत्रालय, हैदराबाद / Min. of Defence, Hyderabad-69.

