



DEPARTMENT OF MECHANICAL ENGINEERING

5.2.1 Number of outgoing students who got placement during the year (A.Y.: 2022-23)

S.No	Roll No	Name of student placed	Page No
1	1601-19-736-006	NAVYA GAJULA	1
2	1601-19-738-006	SRUJANA S	2
3	1601-19-736-309	MANISHA MODELA	4
4	1601-19-736-057	VENKATESH TAMADA	12
5	1601-19-736-011	SRUTHI SHANKER PYDIMARRY	13
6	1601-19-736-052	TARUN VISHNU VARDHAN C	37
7	1601-19-736-015	ANVESH GOTTAM	48
8	1601-19-736-090	RAGHAVENDRA ILLURI	54
9	1601-19-736-100	SAKETH MUTHYALA	56
10	1601-19-736-115	VARSHITH KALVA	57
11	1601-19-736-033	PHANINDRA P V S	72
12	1601-19-738-306	YANTRAPATI BHAKTHSINGH	75
13	1601-19-736-001	AKHILA BANGUTAPU	76
14	1601-19-736-042	SAKIRAN RACHAKONDA	91
15	1601-19-738-005	SABA IRAM	95
16	1601-19-736-068	NAGAMANI BHUKYA	120
17	1601-19-736-030	MOHD IRFAN	122
18	1601-19-736-071	SHRAVYA SARUGU	124
19	1601-19-736-040	SAI MANISHWAR VENKAT GYAJANGI	144
20	1601-19-736-089	PREMA SAI ETUKALA	150
21	1601-19-738-302	G VAMSHIDHAR GOUD	153
22	1601-19-736-311	AJMEERA RACHANA	168
23	1601-19-736-053	THANDAVA SAI ROHITH ACHANTA	170
24	1601-19-736-041	SAI TEJA THOTA	171
25	1601-19-736-301	KASAM NIKHIL	175
26	1601-19-738-014	PRADEEP KUMAR BIRUDU	179
27	1601-19-738-009	MAHARSHI REDDY CHINTHAPALLY	193
28	1601-19-736-082	MANOJ KUMAR BOGAM	208
29	1601-19-736-045	SAKETH REDDY REDABOTHU	209
30	1601-19-736-017	DHEERAJ ANUMULA	210
31	1601-19-736-063	ASHRITHA INDRAKANTI	215
32	1601-19-738-021	VASUDEV JUPAKA	218
33	1601-19-736-106	SUMANTH KADIRI	220
34	1601-19-736-117	VITESH BHARADWAJ MALLIBHAT	223
35	1601-19-736-308	GANJI SAIRAM	229
36	1601-19-736-110	SUYOG SUNIL SHARNAGAT	247
37	1601-19-738-001	C CHANDANA GURRAM	248
38	1601-19-736-024	KETAN KADALI	249
39	1601-19-736-023	JAGADESH CHANDRA KUMAR T	261
40	1601-19-736-111	SYED ASGAR HUSSAIN ABEDI SAMI	262
41	1601-19-736-307	GAJULA LAXMAN	276
42	1601-19-736-012	ABHIJIT KALURI	277
43	1601-19-736-113	UDAYKIRAN REDDY CHERUKUPALLY	278
44	1601-19-736-021	HEMAMSU DASARI	293
45	1601-19-736-013	AJITH RAO BIKKINENI	305

46	1601-19-736-032	NIKHIL KUMAR NALLA	306
47	1601-19-736-101	SHAIK ALAMGEER BASHA	312
48	1601-19-736-044	SAIVAMSI NAGAMALLA	318
49	1601-19-736-097	SAI YASASVI DUTT M	332
50	1601-19-736-054	UDAY KIRAN ANNEPARTHI	333
51	1601-19-736-094	SAI KRISHNA YADLAPALLY	334
52	1601-19-736-019	HARISH PULIPAKA	337
53	1601-19-736-018	DIVIJ KUMAR MALLELA	338
54	1601-19-738-004	RUCHITHA REDDY D	339
55	1601-21-745-105	GADDAM ARUN KUMAR	340
56	1601-21-745-104	MD ABDUL AASIM NOUMAN	348
57	1601-21-745-103	YOUSUF KHAN	349
58	1601-21-745-102	R SAI KIRAN	351
59	1601-21-745-101	MARTURI ABHIRAM	352
60	1601-19-736-031	NIKHIL GATTU	360
61	1601-19-736-046	SAMPATH KUMAR MANCHALA	361
62	1601-19-736-059	YASHOVARDHAN MADURI	367
63	1601-19-736-061	AASRIYA RAMBHATLA	379
64	1601-19-736-302	KANJARLA RAHUL	380
65	1601-21-765-001	MEGAVATH SANDHYA	384
66	1601-21-765-004	VADTHYA NAVEEN	387



Offer - Letter of Intent

Dear Navya Gajula,

Congratulations!

We are pleased to inform you that you have been selected for the position of Graduate Engineer Trainee with an annual salary of **INR. 6,00,000/- (Six lakhs Only)** in our Organization during the Campus Recruitment Programme – 2023 drive. Kindly consider this as an offer and we request you to join us as part of Stellantis India **GET Programme-2023 batch**.

Please note that your place of posting can be in any of the working location where our business offices are situated. Currently we have our business offices in Pune & Chennai.

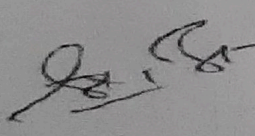
This offer is valid subject to you clearing all your academic papers & being found medically fit. You will be intimated on your date of joining which may be anytime post completion of your course.

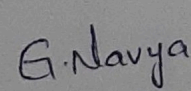
Request you to give us your confirmation regarding your acceptance of our offer by returning a signed copy of this Letter of Intent to us as an acknowledgement.

Welcome to the STELLANTIS family!

Truly Yours,

For FCA Engineering India Private Ltd.


Augustine Justin
Sr. Director - Human Resources


Signature & Name of the Candidate: *G. Navya*

Phone Number of candidate: *9700870415*
Email ID of candidate: *navyagajula02@gmail.com*
Place: *Hyderabad*
Date: *29/03/2023*



To,

Name : S Srujana Ramulu Shivarathri

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

Dear S Srujana Ramulu Shivarathri,

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 as well as using any unethical, unauthorized or wrongful/unfair means during any assessments or during the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked with immediate effect.

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

- After a new joiner has completed the Fundamental Skill Primers Program; they will need to undergo further Accenture stream specific trainings and assessments.

Each of such assessments including Primer assessment will add towards the final score. A min. of 60% will needed to be scored for successful clearance. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning program.

If potential new joiners are unable to complete the Accenture specific stream training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

By completing 100% of Fundamental Skill Primers online modules before the Fundamental Skill Primers assessment and scoring 75% or above in the Fundamental Skill Primers assessment, a potential new joiner will be eligible for a learning Incentive of INR 10,000.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A**. Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - **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.
- **Maximum Annual Total earning potential – INR 4,15,500 /-**
- **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.
- **Additional Notional Benefits: Gratuity** for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic) – **INR 6,400 /-**
Notional Insurance Premium paid by Company – **INR 11,400 /-**
- **Annual Total earning potential + Additional Notional Benefits – INR 4,58,300/-**

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”



15th May 2023

Modela Manisha
H.No 13-6-250/3/53
Vishweshwar Nagar,
Tallagadda, Mehdipatnam
Hyderabad

Dear Manisha,

Sub: “Offer of Appointment as “Associate Engineer””

This has reference to your application and discussion you had with us. We are pleased to offer you a position as **“Associate Engineer” in Grade “12.1”**. You will be operating from our **“Hyderabad”** office in India.

Your cost to the company will be **INR 6,93,000/- (Rupees Six Lakh Ninty-Three Thousand Only) per annum**. The payment shall be subject to taxes as applicable. A detailed CTC break-up sheet, mentioning your cash and other allowances/perks, is attached (Annexure I) for your reference.

The terms and conditions of your appointment are as follows:

1. You shall join us on or before **7th August 2023**.
2. You will be on probation for a period of 06 (Six) months. Your performance and conduct will be reviewed during the probation period. You will be deemed confirmed, unless the probation is extended, and a letter issued to that effect. In case your performance and/ or conduct is not up to the required level, the Company may either terminate your service or extend the probation period further for 6 months. The overall probation period shall not exceed one year from date of joining.
3. The period of probation does not confer on the employee any right to continue in employment and does not interfere in any way the right of the company to terminate employment at any time.
4. Dependent (parents, spouse and children) will be covered under Group Mediclaim Insurance Policy along with you for a maximum total amount of Rs. 5,00,000/- p.a. You will be covered exclusively under Group Personal Accident Insurance for a maximum total amount of Rs. 5,00,000/- p.a. You will be also covered exclusively under Group Term Life Insurance for a maximum total amount of Rs. 10,00,000/- p.a. The premium for the above policies will be a part of your cost to the Company.
5. Periodically, the Company may modify any remuneration, benefit, facility or perquisite that has been extended to you. You will follow the Company's policies, rules and regulations currently in force and any future changes.

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FMC Technologies India Pvt. Ltd.
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Road No 12, Commerzone, Raheja IT Park,
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Hyderabad, Telangana, INDIA 500 076
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Private Limited, Godrej Boyce, Plant 6,
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Vikhroli West, Mumbai
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6. All information regarding your remuneration and terms of employment are confidential and you shall not divulge the content(s) to any company employee except to your appropriate superior authorities.
7. You will contribute 12% of your basic salary towards Provident Fund as per the Govt. rules. The Company shall make a matching contribution on the employee's basic salary.
8. The Company may send you on deputation or transfer your services to any of its departments or any of its branches in or outside of India. However, such transfers will be will governed by the terms and conditions of service as applicable.
9. During the employment in our Company, we expect you not to carry on any business of your own or engage yourself in any other employment, business or service. You shall not at any time during the service period or thereafter disclose to anyone any information, know-how, knowledge, secrets, methods, plans, etc. of the Company. Breach of this condition shall be liable to immediate termination of the employment and the Company may take any other action suitable for breach of the contract.
10. You will be eligible for leave as per the Company's policy.
11. Your next Annual Appraisal and Compensation Review will be notified.
12. You shall retire from the services of company on attaining the age of 60 years.
13. Company operates in multiple working shifts. You hereby agree to move from one shift to another shift as per business requirement. You will be governed as per prevalent 'Office Timing and Shift Policy'.
14. It shall be your responsibility to adhere to and be updated on all applicable company policies and procedures.

Termination:

15. During the period of probation, your services may be terminated by either party giving the other one (1) month notice or Gross Salary in lieu thereof. After confirmation and thereafter, your services may be terminated by either party giving the two (2) months' notice or Gross Salary in lieu thereof. The management, however, reserves the right to insist that you serve the company during the notice period in full or in part thereof, instead of accepting from you, salary in lieu of the said notice period.
16. However, the Company can terminate you without any notice period and shall not have any Financial or legal liability, if the termination is on the grounds of misconduct/indiscipline and any acts detrimental to the interest of the Company.

17. Confidentiality and Intellectual Property:

In consideration of the Employee's employment by the Employer, which the Employee acknowledges to be good and valuable consideration for [his/her] obligations hereunder, the Employer and the Employee hereby agree as follows:

a) Confidentiality

Confidential Information. The Employee acknowledges that during the course of employment, [he/she] may have access to and learn about confidential and proprietary documents, materials and other information, in tangible and intangible form, of and relating to the Employer and its affiliates ("Employer Group") and its businesses, including information relating to Employer Groups' existing and prospective customers, suppliers, investors, and other third parties ("Confidential Information"). The Employee further acknowledges that this Confidential Information is of great competitive importance and commercial value to the Employer, and that improper use or disclosure of the Confidential Information by the Employee will cause irreparable harm to the Employer Group, and may also cause the Employer to incur financial costs, loss of business advantage, liability under confidentiality agreements with third parties, and civil damages. For purposes of this Agreement, Confidential Information includes, but is not limited to, all information not generally known to the public, in spoken, printed, electronic, or any other form or medium, relating to: business processes, methods, policies, plans, documents, strategies, agreements, know-how, computer software, databases, supplier information, financial information, pricing information, vendor lists, developments, reports, drawings, communications, algorithms, designs, models, ideas, inventions, unpublished patent applications, discoveries, experimental results, specifications, customer information, and manufacturing information of the Employer Group or its businesses or any existing or prospective customer, supplier, investor, or other associated third party, or of any other person or entity that has entrusted information to the Employer in confidence. The Employee understands that Confidential Information also includes other information that is marked or otherwise identified as confidential or proprietary, or that would otherwise appear to a reasonable person to be confidential/proprietary in circumstances in which the information is known or used.

The Employee understands and agrees that Confidential Information developed by [him/her] in the course of [his/her] employment by the Employer shall be subject to the terms and conditions of this Agreement as if the Employer furnished the same Confidential Information to the Employee in the first instance. Confidential Information shall not include information that is generally available to and known by the public, provided that such disclosure to the public is through no direct or indirect fault of the Employee or person(s) acting on the Employee's behalf.

b) Disclosure and Use Restrictions. The Employee agrees and covenants:

- i) Employee covenants (A) to treat all Confidential Information as strictly confidential; (B) not to directly or indirectly disclose, publish, communicate, or make available

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Confidential Information, or allow it to be disclosed, published, communicated, or made available, in whole or part, to any entity or person whatsoever (including other employees of the Employer Group) not having a need to know and authority to know and to use the Confidential Information in connection with the business of the Employer Group and, in any event, not to anyone outside of the direct employ of the Employer Group except as required in the performance of any of the Employee's authorized employment duties to the Employer; and (C) not to access or use any Confidential Information, and not to copy any documents, records, files, media, or other resources containing any Confidential Information, or remove any such documents, records, files, media, or other resources from the premises or control of the Employer Group, except as required in the performance of any of the Employee's authorized employment duties to the Employer.

- ii) Nothing in this Agreement shall be construed to prevent disclosure of Confidential Information as may be required by applicable law or regulation, or pursuant to the valid order of a court of competent jurisdiction or an authorized government agency, provided that the disclosure does not exceed the extent of disclosure required by such law, regulation, or order. The Employee shall promptly provide written notice of any such order to an authorized officer of the Employer Group.
- c) Duration. The Employee understands and acknowledges that [his/her] obligations under this Agreement with regard to any particular Confidential Information shall commence immediately upon the Employee first having access to such Confidential Information (whether before or after [he/she] begins employment by the Employer) and shall continue during and after [his/her] employment by the Employer until such time as such Confidential Information has become public knowledge other than as a result of the Employee's breach of this Agreement or breach by those acting in concert with the Employee or on the Employee's behalf.
- d) Exit Obligations. Upon (i) voluntary or involuntary termination of the Employee's employment or (ii) the Employer's request at any time during the Employee's employment, the Employee shall (a) provide or return to the Employer any and all documents and materials belonging to the Employer, including but not limited to those that constitute or contain any Confidential Information or Work Product, that are in the possession or control of the Employee; and (b) delete or destroy all copies of any such documents and materials not returned to the Employer that remain in the Employee's possession or control, including those stored on any non-Employer Group devices, networks, storage locations, and media in the Employee's possession or control.

18. Proprietary Rights.

- a) Work Product. The Employee agrees that all writings, works of authorship, inventions, discoveries, ideas, and other work product of any nature whatsoever, that are created, prepared, produced, authored, edited, amended, conceived, or reduced to practice by the Employee individually or jointly with others during the period of [his/her] employment by the Employer and relating in any way to the business or contemplated business, research, or development of the Employer (regardless of when or where the Work Product is prepared or whose equipment or other resources is used in preparing the same) and all printed, physical, and electronic copies, all improvements, rights, and claims related to the

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foregoing, and other tangible embodiments thereof (collectively, "Work Product"), as well as any and all rights in and to copyrights, trade secrets, trademarks (and related goodwill), patents, and other intellectual property rights therein arising in any jurisdiction throughout the world and all related rights of priority under international conventions with respect thereto, including all pending and future applications and registrations therefor, and continuations, divisions, continuations-in-part, reissues, extensions, and renewals thereof (collectively, "Intellectual Property Rights"), shall be the sole and exclusive property of the Employer. For purposes of this Agreement, Work Product includes, but is not limited to, Employer Group information, including plans, publications, research, techniques, agreements, documents, know-how, computer programs, databases, manuals, results, developments, reports, drawings, notes, communications, algorithms, product designs, models, inventions, unpublished patent applications, original works of authorship, discoveries, experimental results, specifications, customer information and lists, manufacturing information, marketing and advertising information, and sales information.

The Employer shall have the unrestricted right (but not any obligation), in its sole and absolute discretion, to (A) use, commercialize, or otherwise exploit any Work Product or (B) file an application for patent, copyright registration, or registration of any other Intellectual Property Rights, and prosecute or abandon such application prior to issuance or registration. No royalty or other consideration shall be due or owing to the Employee now or in the future as a result of such activities. The Work Product is and shall at all times remain the Confidential Information of the Employer.

- b) **Work Made for Hire.** The Employee acknowledges that, by reason of being employed by the Employer at the relevant times, to the extent permitted by law, all of the Work Product consisting of copyrightable subject matter is "work made for hire," and such copyrights are therefore owned by the Employer. To the extent that the foregoing does not apply, the Employee hereby irrevocably assigns to the Employer, for no additional consideration, the Employee's entire right, title, and interest in and to all Work Product and Intellectual Property Rights therein, including the right to sue, counterclaim, and recover for all past, present, and future infringement, misappropriation, or dilution thereof, and all rights corresponding thereto throughout the world. Nothing contained in this Agreement shall be construed to limit the Employer's rights, title, or interest in any Work Product or Intellectual Property Rights so as to be less in any respect than that the Employer would have had in the absence of this Agreement.
- c) **Further Assurances.** During and after [his/her] employment, the Employee agrees to cooperate with the Employer to (i) apply for, obtain, perfect, and transfer to the Employer the Work Product and Intellectual Property Rights in the Work Product in any jurisdiction in the world; and (ii) maintain, protect, and enforce the same, including, without limitation, executing and delivering to the Employer any and all applications, oaths, declarations, affidavits, waivers, assignments, and other documents and instruments as shall be requested by the Employer. The Employee hereby irrevocably grants the Employer power of attorney to execute and deliver any such documents on the Employee's behalf in [his/her] name and to do all other lawfully permitted acts to transfer the Work Product to the Employer and further the transfer, issuance, prosecution, and maintenance of all Intellectual Property Rights therein, to the full extent permitted by law, if the Employee does not promptly cooperate with the Employer's request (without limiting the rights the Employer shall have in such circumstances by operation of law). The power of attorney is

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coupled with an interest and shall not be impacted by the Employee's subsequent incapacity.

- d) Moral Rights. To the extent any copyrights are assigned under this Agreement, the Employee hereby irrevocably waives, to the extent permitted by applicable law, any and all claims the Employee may now or hereafter have in any jurisdiction to all rights of paternity, integrity, disclosure, and withdrawal and any other rights that may be known as "moral rights" with respect to all Work Product and all Intellectual Property Rights therein.
- e) No License. The Employee understands that this Agreement does not, and shall not be construed to, grant the Employee any license or right of any nature with respect to any Work Product or Intellectual Property Rights or any Confidential Information, materials, or other tools made available to [him/her] by the Employer.

19. Code of Business Conduct (or 'The Code')

As a representative of the Company, you are expected to behave professionally while in the employment of our esteemed organization. You are expected to read the FMC Technologies' Code of Business Conduct and comply with the requirements outlined therein. Please also note very carefully that FMC Technologies requires you to ensure that you do not have any ongoing non-compete obligations with your past or present employers and that, under no circumstances, should you remove or copy, in any form or medium, proprietary material or content belonging to your current or past employers. By signing this Offer of Employment, you have effectively acknowledged compliance with the requirements of this clause. It shall be your responsibility to ensure you stay updated on the aforesaid clause by accessing the relevant company intranet pages.

20. *Background Assessment:* In accordance with company's policy on employee background assessments, we wish to let you know that this Offer of Appointment is contingent upon you clearing assessments of your education, past employment, criminal history and (if applicable) professional qualification(s). In the event that the background assessments result in any adverse finding, company reserves the right to withdraw this Offer of Appointment during the hiring stage or discontinue your employment if the assessment report (containing adverse findings) is available only after you have joined the Company.

21. *Joining costs:* Any cost paid to you towards joining (notice period buyout, relocation allowance/ expense, joining bonus, etc.) will be recovered in total if you leave the organization within 1 year from the date of joining.

Registered & Corporate Office:
FMC Technologies India Pvt. Ltd.
Plot No.27 (Part), Survey No. 124,
Road No 12, Commerzone, Raheja IT Park,
Industrial Park, IDA Nacharam,
Hyderabad, Telangana, INDIA 500 076
Phone: +91 40 66342900,
Fax: +91 40 66342901

Mumbai Office:
FMC Technologies India Pvt Ltd
Plant No 6, 91 Springboard Business Hub
Private Limited, Godrej Boyce, Plant 6,
Gate No 2, Lbs Marg, Opp Vikhroli Bus Dep,
Vikhroli West, Mumbai
Maharashtra - 400079
Phone: 022- 6883 9600
Fax: 022- 6883 9601

Chennai Office:
FMC Technologies India Pvt Ltd
4th Floor - Western Side, Door No 19,
Technip Centre, Velachery Main Road,
Guindy, Chennai
Tamil Nadu - 600032
Phone: 044- 6120 2500
Fax: 044- 6120 2501

Noida Office:
FMC Technologies India Pvt Ltd
Unit No.401, 4th Floor, Tower A,
Plot No.7, Advant Navis Business
Park, Sector 142, Noida,
District Gautam Budh Nagar,
Uttar Pradesh -201305
Phone: 0120- 635 6700
Fax: 0120- 635 6701



22. On the day of your joining please fill in the required forms and submit copies of these documents, along with originals for verification.
- 03 (Three) Passport-size color photographs of self with white color background.
 - 02 (Two) Passport-size color photographs of each of your family members - mother, father, spouse, children (for Insurance)
 - 01 (One) photocopies each of your ID proof & address proof- Driving License, PAN Card, Voter's ID card, Passport, Aadhar Card
 - Photocopies of your 10th/SSC, Inter, Graduation and other education certificates. (Provisional certs are also accepted)
 - Vehicle registration copy (RC copy) of employee if he/she would like to claim for Tax exemption on fuel expenses.
 - Photocopies of experience/ relieving letters, pay slips of current financial year, Form 16, Full & Final settlement, Form 26AS etc. from your previous employer(s)

We welcome you into our organization and wish that our association will be beneficial to both of us.

Yours truly,
For FMC Technologies India Private Limited

A handwritten signature in blue ink that reads 'Niranjan Desai' with a horizontal line underneath.

(Niranjan Desai)
Country Manager – People & Culture

(Modela Manisha)

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CTC Structure (ANNEXURE-I)

Name	Modela Manisha	
Designation	Associate Engineer	
Grade	12.1	
Date of Joining	7th August 2023	
Salary Structure		
Components of Salary	Rs. / Month	Proposed/ Year
A. Monthly Salary		
Basic Salary	21,033	252,400
House Rent Allowance	10,517	126,200
FBP	12,467	149,604
Special Allowance	8,566	102,796
Gross Salary	52,583	631000
B. Standard Benefits		
Provident Fund (employer contr)	2,524	30,288
Gratuity	1,011	12,133
Medical Insurance Premium	1,667	20,000
	5,202	62,421
C. Cost to the Company		693,000
Variable Incentive Plan	Your target variable incentive is 10% of the Annual Gross salary and will be paid based on business and individual performance per the applicable Bonus policy of the company.	

*Rounded off to nearest '000

Yours truly,
For FMC Technologies India Private Limited

I Accept the above offer



(Niranjan Desai)
Country` Manager – People & Culture

(Modela Manisha)



Letter of Intent (LOI)

Superset ID: 3360580

Date: September 30, 2022

Dear Venkatesh Tamada,

We are immensely glad to extend a hearty welcome to you to our Cognizant family.

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited (" **Cognizant** ") and subsequent discussions. Basis the information and representation provided by you, we have found you suitable for the GenC role and your designation will be **Programmer Analyst Trainee**. Upon final scrutiny, a formal full-time employment Offer Letter with the compensation, terms and conditions, rules, regulations & policies (" **Employment Agreement** ") will be issued, and such Employment Agreement shall be subject to and be effective only upon your successful completion of the full-time internship program or Cognizant identified training programs as opted by you or mandated by Cognizant and background verification. You will have an opportunity to opt for a full-time internship with stipend during your final semester and terms and conditions governing such full-time internship program shall be detailed in the Intern Offer Letter.

It is hereby clarified that participation in this full-time internship program or Cognizant identified training programs shall not deem to constitute you to be an employee of Cognizant and the scope of this full-time internship program or Cognizant identified training programs does not include any supervisory responsibilities and that there is no agency, fiduciary or employer-employee relationship intended or created by reason of this LOI.

During this full-time internship program or Cognizant identified training programs, you shall not be entitled for any benefits paid or made available to Cognizant's full-time employees.

Upon your successfully completion of full-time internship program or Cognizant identified training programs, completion of background verification and being onboarded as an employee under a definitive Employment Agreement, your annual total remuneration shall be **INR 4,01,988/- per annum**. The detailed information on compensation and benefits will be provided in your full-time employment Offer Letter.

This LOI expresses only our intent to enable you participate in the full-time internship program or such Cognizant identified training programs as opted by you or as mandated by Cognizant, and there upon successful completion of the training which brings eligibility to receive a definitive Employment Agreement, subject to completion of hiring formalities, background verification and procedures. Cognizant has zero tolerance towards malpractice in any form and reserves all rights with respect to hiring decisions and issue of full-time Offer. This document is only a letter of intent and does not constitute any contractual relationship between you and Cognizant. Cognizant holds all rights to withhold or cancel this LOI and/or the Intern / Full-time employment Offer Letter due to non-conformance of performance benchmark or moral code of conduct.

Code of Conduct : You shall comply with Cognizants Core Values and Standards of Business Conduct, located at and incorporated herein by reference. <https://www.cognizant.com/us/en/documents/code-of-ethics.pdf>

This LOI from Cognizant is valid for 1 week - 7 calendar days, from the date of the LOI. Hence, you are requested to accept or decline the LOI within 1 week from the date of the LOI. In case we do not receive any response from your end within the aforementioned time period, this LOI shall stand withdrawn, and will be considered as void. Any extension to the LOI validity will be at the sole discretion of Cognizant. Please note that this LOI is not deemed to be considered as an employment contract or offer letter for purposes of joining Cognizant as an employee. For all onboarding formalities, the definitive Employment Agreement is required.

Upon accepting this LOI, you hereby consent for Cognizant Technology Solutions India Private Limited to receive the personal information and/or sensitive personal information ("Personal Information") submitted by you for background verification and share the same with its empaneled vendors located in India for conducting mandatory background checks for employment opportunities with Cognizant.

For further queries, related to Letter of Intent (LOI), please raise a request by clicking "Raise a Query" button in the below link. Use Superset ID as Candidate ID and choose Category as Letter of Intent (LOI).
<https://campus2cognizant.cognizant.com/Pages/Prelogin>

GenC HR Team will reach out to you over email to guide you on the next steps.
Thank you for the interest and stay tuned to hear from us.

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.

Maya Sreekumar
Vice President - Human Resources





EMPLOYMENT AGREEMENT

29-SEP-2022

BETWEEN

In Process

AVEVA SOLUTIONS INDIA LLP

AND

SRUTHI SHANKER PYDIMARRY

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Registered Office :
AVEVA Solutions India LLP
Tower -1, 2nd Floor, WaveRock
Sy.no 115 APIIC IT/ITES SEZ, Nanakramguda, Hyderabad -
500008
Telangana State. India.
Registered in India. LLP PIN AAB-8674

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Co-developer in M/s. TSIIC Limited IT/ITES SEZ,
Nanakramguda
Village, Serilingampally Mandal, Rangareddy District

This employment agreement is entered at **Hyderabad**, on **29-Sep-2022**

BY AND BETWEEN:

- (1) **AVEVA Solutions India LLP**, a company having its registered office at [Tower 1, 2nd Floor, Wave Rock, S Y No. 115 TSIIC IT/ITES SEZ, Nanakramguda, Hyderabad TG 500008, India] hereinafter referred to as the **Company** which expression shall, unless contrary to the context or meaning thereof be deemed to mean its successors in business and permitted assigns;

AND

- (2) **Sruthi Shanker Pydimarry** a citizen of India, with address at H.No. 24-56/1, Sivapuri, Malkajgiri, Hyderabad, Telangana, India - 500047.

The Company and the Employee are collectively referred to as the **Parties** and individually as the **Party**.

1. APPOINTMENT

- 1.1 The Employee shall commence employment with the Company on **3-July-2023** as the **Graduate Trainee** at Job Level **B**.
- 1.2 The Employee shall be bound by the terms and conditions laid down in the Agreement. The Employee will report to **Digital Twin COE Lead**. The Employee's designation and reporting relationship may undergo a change from time to time as may be determined by the Company.
- 1.3 The employment is conditional upon completion of a background check of the Employee. Should any information provided by the Employee be determined as false, or material information has been withheld during the recruitment process, it will be considered a breach of the Agreement and the Company may then terminate employment without providing any notice or pay in lieu thereof.
- 1.4 The employment is further subject to the Employee maintaining his/her right to work in India (including any requirements under immigration laws).

2. PROBATION

- 2.1 The Employee will initially be on probation for a period of [6] months from the Effective Date. The confirmation of service with the Company is subject to the Employee's satisfactory performance during the period of probation. The Company reserves the right to (i) extend the period of probation and (ii) terminate employment at its sole discretion at any time during the probation period, without notice/ with 15 days' notice (or pay in lieu thereof) or such other notice as required under law.
- 2.2 The Employee will continue to be on probation, till the time he/she is given an order in writing, confirming his/her services.

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3. PLACE OF WORK

- 3.1 The Employee's principal place of employment shall be at **Hyderabad** India. The Employee may be required to (i) relocate to other locations in India or abroad permanently or for a specific duration; and/or (ii) undertake such travel in and outside India, from time to time, as may be necessary in the interests of the Company's business.
- 3.2 If the Company believes that the nature of the Employees' duties and responsibilities are such that the Employee may work from home, the Company, in its discretion, may on a case to case basis, allow the Employee to work from home, for such period as the Company may deem fit. If the Company allows an Employee to work from home, the Employee would be responsible for ensuring that their home is a suitable and safe place of work.

4. DUTIES AND RESPONSIBILITIES

- 4.1 The Employee is required to carry out all duties that are normally associated with employment in the Company or for such Group Companies as the Company may direct. Group Companies for the purpose of this Agreement includes the Company, its subsidiaries or holding companies and any subsidiary of any holding company that may be formed from time to time. The Company reserves its right to assign such additional alternative duties to the Employee, as it may deem appropriate from time to time.
- 4.2 The Employee agrees to comply with the Company's decision should it consider it necessary or appropriate to change the Employee's job title, reporting relationships, job duties and responsibilities, the legal entity that employs the Employee and the jurisdiction where the Employee is expected to perform his/her duties (despite location of his/her residence) on the basis of the Employee's performance or the Company's business requirements. Any such change shall not be deemed to violate the terms of this Agreement or constitute any basis for constructive or involuntary termination of employment, provided that the Employee's base salary is not reduced and the Employee's other remuneration for services rendered to the Company is not substantially reduced.
- 4.3 During the subsistence of this Agreement, the Employee shall devote full working time, attention and energy to the performance of the duties assigned to him. The Employee shall not, whether directly or indirectly, be employed, engaged, concerned or interested in any manner whatsoever in any trade, business or profession other than the business of the Company or accept any appointment to any office (including directorships) whether for gain or otherwise without the written consent of the Company. Should the Employee receive written consent under this Clause to conduct any such external activity, he/she shall not utilize the assets, resources and time of the Company for such external activities.
- 4.4 The Employee shall, at all times, be subject to and bound by the policies, rules and regulations of the Company as may be updated from time to time or as may be brought to the notice of the Employee by the Company.
- 4.5 The Employee shall not have the right or the authority to make any representation, contract or commitment for or on behalf of the Company without obtaining the prior written permission of the Company in this regard. The Employee shall have no authority, implied or otherwise, to pledge the credit of the Company. In the event the Company is held liable for any damage, loss, claim or action arising directly or indirectly from any action of the Employee in violation of this Clause, the Employee shall indemnify the Company to the maximum extent permissible under the laws for the time being in force in India.

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4.6 The Employee shall at all times act faithfully, diligently, in good faith and in compliance with the laws.

5. WORKING HOURS

5.1 The Employee shall work **40** hours per week based 5 day working week. The normal working time is between 9 AM and 6 PM. However, the Company may at its discretion change the normal working time. If necessary, the Employee shall work such additional hours as may be necessary for the Employee to perform his/her duties effectively and otherwise in accordance with the Company's policies pertaining to the same, as per the laws of India.

6. COMPENSATION AND BENEFITS

6.1 In consideration of the services rendered by the Employee to the Company, the Employee is entitled to receive a gross annual salary of **INR 650000** (this includes Global Annual Bonus Plan and will be paid out as per Clause 6.4 of this contract) subject to deduction of tax at source. A detailed break-up of the salary, allowances and benefits is annexed as Annexure – 1 of this Agreement. The Employee will be solely liable for his/her personal tax liabilities and the Company makes no assurances that the remuneration has been structured in the most tax efficient manner or tax treatment applicable to certain emoluments, allowances or benefits will continue for the entire term of employment. The salary shall be paid in accordance with the Company's normal payroll practices. The breakdown of the salary 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 the Employee may face due to such revisions.

6.2 The Employee's compensation will be reviewed periodically by the Company and any increase will be discretionary and subject to and on basis of effective performance and Company results during the period.

6.3 The Employee shall be eligible to be considered for performance-based bonuses, and/or other such schemes as may be applicable to the confirmed employees and under such terms and conditions as formulated by the Company from time to time.

6.4 GLOBAL ANNUAL BONUS PLAN

6.4.1 You are eligible to participate in the Global Annual Bonus Plan, the terms of which will be notified to you. Any bonus payment made to you under this plan shall be purely discretionary and shall be subject to the rules of the Global Annual Bonus Plan in force from time to time.

6.4.2 If the Employer pays you a bonus payment in one financial year, it shall not be obliged to make any bonus payments to you in subsequent financial years. The Employer reserves the right, at its absolute and sole discretion, to amend the terms of the scheme from time to time (and at least annually) or withdraw the scheme in its entirety.

6.4.3 No bonus will be payable if you have given or received notice (for any reason) or if you are no longer employed when the sum becomes due and payable.

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6.4.4 Any bonus payment made to you shall not be pensionable nor shall it form part of your contractual remuneration.

7. LEAVE AND VACATION

7.1 The Employee shall be entitled to leave and holidays in accordance with the Company's policy as amended from time to time.

8. EXPENSES AND DEDUCTIONS

8.1 The Employee is authorized to incur reasonable and necessary expenses in business related travels, lodging and other expenses in the performance of his/her duties under this Agreement, provided such expenses are substantiated. The Company shall pay or reimburse such expenses to the extent the Employee submits vouchers or other documentation in accordance with the Company's policy. No personal expenses of the Employee shall be borne or reimbursed by the Company.

8.2 The Employee agrees and acknowledges that the Company may, subject to applicable laws, at any time during the term of employment or cessation thereof, deduct from the Employee's salary, or final settlement, any amounts owed by the Employee, including but not limited to, any outstanding loans, advances, overpayments or costs incurred by the Company due to any damage or loss to Company property, etc. caused by the Employee.

9. EMPLOYEE SURVEILLANCE

9.1 The Employee agrees and understands 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 the Employee. The Employee acknowledges that he/she does 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 the Employee from the Company including but not limited to Gmail, AOL, Hotmail, Yahoo, Facebook, Myspace, Twitter, etc.

9.2 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.

10. TERM AND TERMINATION OF EMPLOYMENT

10.1 Term

The Employee's employment with the Company will commence on the Effective Date and shall continue until terminated in accordance with this Clause.

10.1.1 Retirement age is 58 years for all employees. Any extension may, however be given at the sole discretion of the company to continue your services as an employee or as a retainer under contractual agreement.

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10.2 Termination

(a) Termination with immediate effect:

Notwithstanding anything contained in this Agreement, the Company may terminate the employment contemplated under this Agreement at any time without notice or payment in lieu of notice, for cause including but not limited to:

- (i) inattention or negligence in the performance of duties and obligations under this Agreement;
- (ii) repeated failure to comply with lawful directions of the Company and its officers;
- (iii) breach of the terms of this Agreement and breach of representations and warranties contained herein;
- (iv) unethical business conduct;
- (v) breach of any statutory duty or for any act or omission adversely affecting the goodwill, reputation, credit, operations or business of the Company;
- (vi) habitual uninformed / unauthorised absence or unauthorised absence for a period exceeding [3] days will follow general absconding process;
- (vii) fraud, misappropriation or dishonesty in respect of the Company's property or business;
- (viii) commission of any act not in conformity with discipline or good behaviour or acceptance or offering of illegal gratification;
- (ix) any form of harassment, including sexual harassment while employed with the Company.
- (x) unauthorised disclosure of any confidential information of the Company; and
- (xi) Breach of any of the Company's policies.

(b) Voluntary Resignation:

The Employee may voluntarily resign from employment with the Company at any time on giving prior written notice of 90 days to the Company. The Company may at its sole discretion waive all or part of the notice or allow the Employee to pay in lieu of the notice. Any resignation would have to be accepted by the Company to become effective. Once accepted, the resignation cannot be withdrawn by the Employee without the express consent of the Company.

(c) Termination without Clause:

Notwithstanding anything to the contrary herein contained, the Company is entitled to terminate the employment under this Agreement at any time by giving the Employee 90 days' written notice or payment in lieu thereof.

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- (d) In the event of termination by the Company under Clause 10.2 (c) or in case of a resignation by the Employee as per Clause 10.2 (b), the Company may require the Employee to absent himself/herself from its premises on garden leave and not participate in the working of the Company during the unexpired portion of the notice period. During such garden leave the Company may require the Employee to have no contact with all or any of the Company's agents, employees, customers, clients, distributors and suppliers.
- (e) Handover:
- Upon the determination of this Agreement for any reason, the Employee shall immediately hand over responsibilities to such person nominated for that purpose by the Company and shall deliver to such person all such papers, documents, memoranda, notes, records such as may be contained in magnetic media or other forms of computes storage, video tapes (whether or not produced by the Employee) and any copies thereof, charge and credit cards and other property of the Company and the Group Companies as may be in his/her possession, custody, control or power, including but not limited to any phones, computers, vehicles, etc. provided by the Company. The Employee shall also produce a no-dues certificate from all applicable departments of the Company to this effect.
- (f) The Employee agrees and accepts that any statutory or other 'last in, first out' rule or any modification thereof shall not apply in the event of termination of this Agreement for any reason whatsoever.

10.3 **CONFIDENTIALITY AND INTELLECTUAL PROPERTY**

The Employee agrees and undertakes that:

- 10.4 He/she shall not during the term of this Agreement or thereafter, divulge or make use of any trade secret or confidential information concerning the business of the Company and the Group Companies or any of their dealings, transactions and affairs or any information concerning any of their suppliers, agents, distributors or customers which he/she possesses or comes to possess while in the employment of the Company or which he/she may make or discover while in the service of the Company and that he/she shall also use his/her best endeavours to prevent any other person from doing so.
- 10.5 All data, documents, plans, drawings, photographs, reports, statements, correspondence, etc. and technical information, know-how and instructions as well as business details or commercial policies that pass to the Employee or which come to his/her knowledge shall be treated as confidential and he/she shall be bound to keep secret all such confidential matters including papers and documents, computer floppies, CDs or other media containing the same and shall not disclose, communicate, reproduce or distribute the same or copies thereof to anyone except in the course of the rightful discharge of his/her duties towards the Company.
- 10.6 He/she shall not at any time after the termination of this Agreement in any way make known or divulge to any person, firm or body corporate any of the methods, systems or other information of any kind in relation to the affairs of the Company or the Group Companies whether such information is or was acquired by the Employee before commencement of employment with the Company, in the course of employment hereunder or otherwise.
- 10.7 The Employee shall hand over to the Company or to any Group Company on demand and in any event on the termination of his/her employment (for whatever reason) all notes and

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records (both originals and copies) wherever located and whether on paper, computer disk, computer memory, smartphone, tablet, memory stick or other media, which contain any Confidential Information or which the Employee had made or acquired in the course of his/her employment.

- 10.8 The Employee shall on demand by the Company and in any event on the termination of his/her employment (howsoever caused) irretrievably delete any Confidential Information stored on any magnetic or optical disk or memory, including personal computer networks, personal e-mail accounts or personal accounts on websites, and all matter derived from such sources which is in his/her possession or under his/her control outside the Company's premises. Where Confidential Information is stored on personal computer networks or personal email accounts or personal accounts on websites (only if authorised by the Company) the Employee shall ensure that the Company has a full copy of such information before irrevocably deleting the same. The Employee shall, if requested, supply contact details of all business contacts made by him/her during the course of his/her employment and retained on social media websites or otherwise held electronically outside of the Company's systems before such data is deleted in accordance with this Clause.
- 10.9 The Employee shall provide written confirmation that he/she have made a diligent search for, and delivered to the Company, all the notes and records containing Confidential Information and have irretrievably deleted any Confidential Information described in Clause 11.5 when requested to do so by the Company, whether during or after his/her employment together with such reasonable evidence of compliance as the Company may request.
- 10.10 Ownership of all rights to any material and results, and all rights, titles, and interests in, all work product, improvements, developments, discoveries, proprietary information, trademarks, trade names, logos, art work, slogans, know-how, processes, methods, trade secrets, source code, application development, designs, drawings, plans, business plans or models, blue prints (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials thereof), inventions (whether patentable or not, and whether or not patent protection has been applied for or granted) and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages developed or created from time to time by or for the Company or the Group Companies by the Employee, whether before or after commencement of employment with the Company (Intellectual Property) shall vest in the Company. For the avoidance of doubt, the Company shall have a right to freely develop and alter such material, results and intellectual property rights and to license and assign them to third parties.
- 10.11 All Intellectual Property created by the Employee shall be regarded as having been made under a contract of service.
- 10.12 In consideration of employment with the Company, the Employee hereby transfers and assigns in favour of the Company, all rights, titles and interests in and to all the Intellectual Property, together with the rights to sub-license or transfer any and all rights assigned hereunder to third parties, in perpetuity. The Employee agrees that such assignment shall be perpetual, worldwide and royalty free.
- 10.13 Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, such assignment in so far as it relates to copyrightable material shall not lapse nor the rights

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transferred therein revert to the Employee, even if the Company does not exercise the rights under the assignment within a period of one year from the date of assignment. The Employee further acknowledges and agrees that he/she shall waive any right to and shall not raise any objection or claims to the Copyright Board with respect to the assignment, pursuant to Section 19A of the Copyright Act, 1957. The Employee also agrees to assist and cooperate with the Company in perfecting the Company's rights in the Intellectual Property.

- 10.14 The Employee shall forthwith communicate to the Company and transfer to it the exclusive benefit of all inventions, discoveries and improvements which he/she may make or discover during the continuance of his/her engagement relating to the Company's trade or business and shall give full information as to the exact mode of working and usage of the same and also all such explanation and instructions, to the officers and workmen of the Company as may be necessary to enable them to work the same effectively and shall, at the expense of the Company, furnish it with all necessary plans, drawings and models.
- 10.15 The Employee shall, whenever requested so to do by the Company whether during or after the termination of employment hereunder, at the cost of the Company execute and sign any and all applications, assignments and other instruments which the Company may deem necessary or advisable in order to apply for and to obtain letters, patent, design, registration or other forms of protection for the aforesaid improvements, inventions and discoveries in such countries as the Company may direct and to vest in the Company the whole, right, title and interest therein.

11. NON-COMPETITION AND NON-SOLICITATION

- 11.1 The Employee hereby agrees that, during the duration of his/her employment under this Agreement and for a period of one year thereafter, he/she will not, whether in India or elsewhere in the world, accept employment with, compete, directly or indirectly with, or own, manage, operate, control or participate in or be connected with the ownership, management, operation or control of any business that is similar to or in competition with the business of the Company or any parent company of the Company.
- 11.2 During the period of employment and for one Year following termination of Employee's employment for any reason whatsoever, the Employee shall not, directly or indirectly, (i) solicit, encourage, or induce or attempt to solicit, encourage, or induce any (A) employee, marketing agent, vendor, partner or consultant of the Company to terminate his/her employment, agency, contract or consultancy with the Company, or any (B) prospective employee with whom the Company has had discussions or negotiations within six months prior to Employee's termination of employment, not to establish a relationship with the Company, (ii) induce or attempt to induce any current customer to terminate its relationship with the Company, or (iii) induce any potential customer with whom the Company has had discussions or negotiations within six months prior to Employee's termination of employment not to establish a relationship with the Company.
- 11.3 AVEVA observes the rights of companies in their respective proprietary information with the utmost seriousness, and accordingly, the Employee acknowledges and agrees that he or she shall not disclose to AVEVA any third-party proprietary information when such information is subject to a non-disclosure agreement in violation of the terms of such agreement. Further, the Employee acknowledges and agrees that he or she shall not solicit third parties for employment or for business in violation of an enforceable non-solicitation agreement to which he or she is a party, nor shall the candidate act in violation of an enforceable non-compete agreement to which he or she is a party. The Employee represents and warrants

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that he or she is not party to non-disclosure, non-solicitation, non-competition, or any agreement that is inconsistent with the performance of the duties contemplated by this Agreement.

12. EQUITABLE REMEDIES AND EMPLOYEE REPRESENTATIONS

- 12.1 The Employee agrees and acknowledges that the restrictions contained in this Agreement, including but not limited to Clauses 10, 11 and 12 are reasonable and necessary for the protection of the business and goodwill of the Company. Accordingly, the rights and obligations under this Agreement shall survive the termination of this Agreement and shall not be extinguished by termination of this Agreement
- 12.2 The Employee agrees that any breach or threatened breach of the aforementioned Clauses is likely to cause the Company substantial and irrevocable damage that is difficult to measure and may not be remedied solely by damages. Therefore, in the event of any such breach or threatened breach, the Employee agrees that the Company, in addition to such other remedies which may be available, shall have the right to obtain an injunction from a court restraining such a breach or threatened breach and the right to specific performance of the provisions of either such Clauses, and the Employee hereby waives the adequacy of a remedy at law as a defence to such relief.
- 12.3 The Employee agrees and acknowledges that the restrictions contained in Clauses 10, 11 and 12 are considered to be reasonable in all the circumstances for the protection of the legitimate interests of the Company and shall be enforceable independently. While the undertakings and agreements under the Clauses are considered by the Company and the Employee 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 by a final adjudication of any tribunal or court of competent jurisdiction, 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.

13. WARRANTIES

The Employee confirms and warrants that:

- (a) he/she has carefully read and fully understands all the provisions of this Agreement.
- (b) he/she has not been arrested, or convicted of, or cautioned for, or charged but not yet tried with criminal offence, even if he/she is 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 the Employee's knowledge, threatened against him, which would affect his/her ability to perform obligations under this Agreement.
- (c) by entering into this Agreement or performing any of the obligations under it, he/she will not be in breach of any court order or any express or implied terms of any contract or other obligation binding on him/her. The Employee further undertakes to indemnify the Company against any such claims, costs, damages, liabilities or expenses which the Company may incur if he/she is in breach of any such obligations.
- (d) he/she has all the necessary licences, permissions, consents, approvals, qualifications and memberships required of him/her to perform the duties under this Agreement.

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- (e) in the performance of his/her obligations, the Employee will not utilize or make available to the Company any confidential or proprietary information of any third party or violate any obligation with respect to such information.
- (f) he/she has 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 organisation.
- (g) any notice period he/she is required to give or to serve with a previous employer has expired on commencement of employment with the Company and that by entering into or performing any duties for the Company, the Employee will not be in breach of any other obligation binding on him/her. The Employee irrevocably undertakes to indemnify the Company on a continuing basis from and against any loss, liability, damage, costs and claims which it may suffer or incur arising out of any claim by any other party that in performing his/her duties under this Agreement, the Employee is acting in breach of any obligation he/she owes to such party.
- (h) all the information submitted by the Employee which forms the basis for this employment is complete and correct. The Employee agrees and acknowledges that if it is found that the information submitted is false or incomplete or that the Employee has concealed certain material information which detrimentally impacts the employment with the Company, the Company may terminate employment without providing any notice or pay in lieu thereof.

14. DATA PROTECTION

- 14.1 The Employee hereby confirms that he/she has read and understood the Company's data protection policy and that he/she shall comply with the data protection policy and the applicable law(s) when processing personal data in the course of employment including personal data relating to any employee, customer, client, supplier or agent of the Company or any Group Company.
- 14.2 The Employee consents to the Company collecting, processing and handling data, including personal and sensitive personal data, relating to him for legal, personnel, administrative and management purposes. The Employee further agrees that the Company may transfer such data to its affiliates or service providers for legitimate business reasons, including but not limited to payroll processing, insurance benefits, etc.

15. NON-WAIVER

- 15.1 No delay, failure or omission on the part of the Company to exercise any of its powers, rights or remedies under this Agreement will operate as a waiver of them nor will any single or partial exercise of any such powers, rights or remedies preclude any further exercise of them.

16. ADDITIONAL REMEDIES

- 16.1 Notwithstanding anything contained in this Agreement, the Parties acknowledge that in addition to any remedy available to the Company, whether provided herein or conferred by statute, civil law, common law, custom, trade, or usage, the Company shall be entitled to obtain an injunction against the Employee from a civil court of competent jurisdiction.

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17. SEVERABILITY

17.1 If any provision of this Agreement is held by a court of competent jurisdiction to be illegal, invalid or unenforceable, the remaining provisions shall remain in full force and effect. Any invalid or unenforceable provision of this Agreement shall be replaced with a provision which is valid and enforceable and most nearly reflects the original intent of the invalid or unenforceable provision.

18. INDEMNITY

18.1 The Employee, at all times during the course of his/her employment in the Company (and even after the termination of this Agreement with respect to the terms contained herein) agrees to indemnify and keep indemnified the Company, as the case may be, against all losses, damages, claims, interests, costs, expenses, liabilities, proceedings and demands which the Company may suffer or incur or which may be made against the Company as a result of acts or omissions of the Employee during the course of employment.

19. AMENDMENTS

19.1 No modification or amendment of this Agreement and no waiver of any of the terms or conditions hereof shall be valid or binding unless made in writing and duly executed by both the Parties.

20. GOVERNING LAW AND DISPUTES

20.1 This Agreement shall be governed by and construed in accordance with the laws of India. The courts at [Hyderabad] shall have the exclusive jurisdiction over all disputes or claims between the Employee and the Company under this Agreement.

21. COUNTERPARTS

21.1 This Agreement will be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

22. ENTIRE AGREEMENT

22.1 This Agreement and the annexures hereto constitute the entire understanding relating to terms of employment between the Employee and the Company and supersedes all prior offers, agreements, statements or representations, written or oral between the Parties. Further, the Employee acknowledges and agrees that, as of the date of this Agreement, the Employee has no former claims of any nature, whatsoever against the Company.

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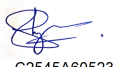
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SIGNATORIES

IN WITNESS WHEREOF each of the Parties has executed this Agreement, as of the day and year first above written.

SIGNED AND DELIVERED

For and on behalf of **AVEVA Solutions India LLP**

DocuSigned by:

C2545A60523244F...

Name: **Shhyaam Konka**

Designation: **Head of HR Services, India**

EMPLOYEE

In Process

Name: **Sruthi Shanker Pydimarry**

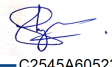
Date:

ANNEXURE – 1

Total Cost To Company ₹ 6,50,000		
Salary Particulars	Monthly	Yearly
Basic	18747	224965
Allowances	25871	310452
House Rent Allowance	9374	112483
Special Allowance	12330	147965
Meal voucher	0	0
Telephone Allowance	0	0
Children Education Allowance	0	0
LTA	4167	50004
Company contribution to PF	2250	26996
Global Annual Bonus Plan		26771
Benefits		
Company Contribution to Gratuity		10816
Company contribution towards premium for the following categories of Insurance: ✓ Medical Insurance ✓ Group Term Life Insurance ✓ Group Personal Accident Insurance (Please refer to Annexure - 3 for more details)		50000
Total Cost To Company		650000

Note:

- Pay review cycle is from April to March, at twelve months' interval.
- Deduction from monthly salary will be Professional Tax, PF Contribution, Income tax and other applicable taxes as may be in force at the time.
- Mentioned bonus amount is subject to company performance and individual performance. The payment will be made based on approval from AVEVA ELT team and following the announcement of financial results. Also, you must be under the employment of the company and not under notice of termination (whether served by the employee or company) at the date this become payable.

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ANNEXURE - 2**Compensation & Benefits**

Your compensation will be subject to income tax and other statutory deductions as applicable from time to time. Employees are eligible to restructure certain "Allowances" mentioned in "Annexure - 1" of your employment contract.

Basic Pay - Your basic pay will be 40% of fixed salary compensation subject to a minimum of INR 15,000.

House Rent Allowance - 50% of your Basic Salary will be paid to you as House Rent Allowance ("HRA").

Allowances (Flexible Components)

Employees are allowed to restructure certain components including leave travel assistance, telephone allowance, Car Fuel Allowance etc. mentioned in Annexure 1 of your employment contract and these allowances will be paid in monthly payroll. However, you need to self-certify the expenses incurred and submit relevant supporting documents in December / January to avail the income tax benefit as per prevailing Income Tax Rules.

- Meal Allowance - Employees at their discretion can opt to obtain meal card for INR 2,200 per month and the amount will be credited to the Sodexo card at the end of every month. If he / she chooses NOT to opt for meal allowance, this amount will be added to the Special Allowance mentioned in the salary structure of Annexure - 1.
- Leave Travel Allowance ("LTA") – LTA is paid every month without deducting any tax but supporting bills need to be submitted in December / January every year to get tax exemption. Please note that LTA can be claimed twice in a block of four years as per the Income Tax Rules. If he / she chooses NOT to opt for leave travel allowance, this amount will be added to the Special Allowance mentioned in the salary structure of Annexure - 1.
- Car Fuel Allowance - Employees may opt for car fuel allowance if he / she is commuting in his/ her own car. Eligibility for tax exemption under this head will be applicable only if the employee uses his/her own car for official commute and submit fuel or maintenance bills as applicable. If he / she chooses NOT to opt for Car Fuel, this amount will be added to the Special Allowance mentioned in the salary structure of Annexure - 1.
- Driver Allowance - Employees who opt for car fuel allowance may also opt for driver allowance. Eligibility for tax exemption under this head will be applicable only if the employee uses his/her own car for official commute and submit driver salary slip and a copy of driver's license as applicable. If he / she chooses NOT to opt for driver allowance, this amount will be added to the Special Allowance mentioned in the salary structure of Annexure - 1.
- Telephone Allowance – Employees are eligible to claim telephone allowance every month as per their salary structure. He/she need to submit postpaid mobile, broadband or landline bills on employee name as a supporting document. If he/she chooses NOT to opt for telephone allowance, this amount will be added to the special allowance mentioned in the salary structure of Annexure - 1.

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- National Pension System (“NPS”) - If employees choose NPS, they can allocate up to a maximum of 10% of Basic Pay as employer’s contribution to the fund as per the applicable guidelines. This component will be adjusted from Special Allowance in the salary structure of Annexure - 1.
- Special Allowance - Any residual base compensation amounts payable after providing the fixed components and other applicable allowances will be classified under Special Allowance.

Retirals - All employees will be covered under the Employees' Provident Funds and Miscellaneous Provisions Act. Employees will also be eligible for payment of gratuity as per the rules and regulations of the Payment of Gratuity Act and capped to the amount specified in that Act.

Note: All the components in the salary structure will be paid monthly and AVEVA reserves the right to change / modify salary structure at any time.

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ANNEXURE - 3

Benefits	Coverage Amount/Details	Additional Comments
1. Gratuity		This is a retirement benefit and paid as per Payment of Gratuity Act
2. Medical Insurance	INR 5,00,000/- per year	AVEVA provides Annual Floating Medical Insurance Coverage for self and a maximum of five dependents (spouse, 2 children and 2 dependent parents or in-laws) for a coverage amount - Rs.5,00,000/-. Employees can opt for additional voluntary top-up up to INR 10,00,000/- by paying a premium.
3. Personal Accident Insurance	6 times CTC	Personal accident in case of disability or demise for self
4. Term Life Insurance	3 times CTC	Life insurance in case of demise for self
5. Medical Health Checkup	As per the detailed policy of AVEVA India	
6. Leave Encashment	Is calculated on Gross Salary minus House Rent Allowance (HRA). Maximum 8 leaves are encashed annually. Accumulated leaves up to 60 are payable at the time of separation or retirement	As per the detailed Leave Policy of AVEVA India
7. Relocation Expense for outstation candidates	Reimbursable relocation expenses up to INR 75,000 as per AVEVA's Relocation policy.	If you resign from the services within 12 months from the date of joining, any expenses incurred, or amounts paid by AVEVA towards relocation expenses shall be recoverable as per company policy.
8. Leaves	20 days of earned leave	Details as per the leave policy of AVEVA India
	12 days of Casual Leave	
	12 days of sick Leave	
	5 days of Marriage Leave	
	3 days of Bereavement Leave	
	1 Action for Good Leave	
	26 Weeks of Maternity Leave	
2 Weeks of Paternity Leave		
9. National & Festival Holidays	12 days (10 Fixed and 2 Optional)	
10. Car Lease Program	Details as per the Car Lease policy of AVEVA	
11. Child Day Care Program	Reimbursement up to INR 8,000 per month, per child up to 2 children	Details as per the Day Care policy of AVEVA
12. EAP	Not charged to the employee	AVEVA has Employee Assistance program for all employees and their dependents
13. Long Service Award	For 3, 5, 10, 15, 20 and so on... Years of services with AVEVA.	As per the detailed AVEVA India policy

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14. Employee Share Purchase plan	An opportunity to enroll in AVEVA's all-employee share purchase plan, My AVEVA Shares. In India the International rules of My AVEVA Shares apply. Under these rules, a participant can save and buy AVEVA shares from salary contributions made over a six-month period. For each AVEVA share purchased, AVEVA will match that purchase with an AVEVA share which the participant will become entitled to provided that they hold their purchased shares for two years and remain with AVEVA.	
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Note: AVEVA reserves the right to change or discontinue any additional benefits mentioned herein at any time.

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ANNEXURE - 4

CHECKLIST for documents (soft copy) to be submitted during pre-onboarding process. Pre-Onboarding email will be sent post offer acceptance and prior to date of joining.

1. Passport size professional photograph.
2. Certificates for all academic and professional qualifications.
3. Experience Letters from previous employers.
4. Resignation acceptance and Relieving Letter from last employer.
5. Form 12B is mandatory.
6. E- Aadhar Card.
7. PAN Card.
8. Passport
9. Three month's Salary slips from previous company.
10. Cancelled Cheque/ Bank Passbook**.
11. Confirmation letter/salary review letter/employers progress letter.
12. UAN Card**
13. PF passbook for previous organization**

Please note on below on points marked **.

**PF passbook – To determine if you are previously mapped to Employee Pension Scheme (EPS).

**UAN Card – To ensure that name on Aadhar and UAN portal is matching (If your name in UAN card is different than Aadhar, then please get your name corrected on EPF UAN card, creating an online basic data change request on EPF portal as per your Aadhar).

**Cancelled Cheque/Bank Passbook – We consider your existing bank account for first salary transfer after joining. If you would like to open new bank account with us, we can facilitate new bank account opening process, which can take some time post joining. So please share your bank account reference document.

- Reporting time – 10:00 AM

Contact person – Shiva Preethi / Vanaja Vemireddy (HR)

Reporting Place:

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Looking forward to Welcoming you into AVEVA family!!

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Certificate Of Completion

Envelope Id: C925644BD206498791F60618768A68EE	Status: Sent
Subject: Please DocuSign: Sruthi Shanker Pydimarry _Employment Contract	
ProjectName:	
Source Envelope:	
Document Pages: 19	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	AVEVA HR Services
Time Zone: (UTC) Dublin, Edinburgh, Lisbon, London	High Cross, Madingley Road
	Cambridge, Cambs CB3 0HB
	hrs.india@aveva.com
	IP Address: 106.200.144.68

Record Tracking

Status: Original	Holder: AVEVA HR Services	Location: DocuSign
9/29/2022 5:43:12 PM	hrs.india@aveva.com	

Signer Events

Shhyaam Konka
 Shhyaam.Konka@aveva.com
 Head of HR Services India
 Security Level: Email, Account Authentication (None)

Signature

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 Signed: 9/30/2022 2:24:55 AM

In Process

Electronic Record and Signature Disclosure:

Accepted: 9/17/2020 9:39:46 AM
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Sruthi Shanker Pydimarry
 ugs19011_mech.sruthi@cbit.org.in
 Security Level: Email, Account Authentication (None)

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Electronic Record and Signature Disclosure:

Accepted: 9/30/2022 4:21:13 AM
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Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Rumaila Kader
 rumaila.kader@aveva.com
 Security Level: Email, Account Authentication (None)

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Sent: 9/30/2022 2:24:57 AM
 Viewed: 9/30/2022 3:54:41 AM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Rumaila Kader
 rumaila.kader@aveva.com
 Security Level: Email, Account Authentication (None)

Carbon Copy Events	Status	Timestamp
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Manoj Madipadiga
manoj.madipadiga@aveva.com
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Accepted: 8/5/2021 8:27:10 AM
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	9/30/2022 4:21:13 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

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CONSUMER DISCLOSURE

From time to time, AVEVA Group plc (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the "I agree" button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign "Withdraw Consent" form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact AVEVA Group plc:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: helen.barrett-hague@aveva.com

To advise AVEVA Group plc of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at helen.barrett-hague@aveva.com and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

To request paper copies from AVEVA Group plc

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to helen.barrett-hague@aveva.com and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with AVEVA Group plc

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to helen.barrett-hague@aveva.com and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows2000 or WindowsXP
Browsers (for SENDERS):	Internet Explorer 6.0 or above
Browsers (for SIGNERS):	Internet Explorer 6.0, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies Users accessing the internet behind a Proxy Server must enable HTTP

1.1 settings via proxy connection

** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the "I agree" button below.

By checking the "I Agree" box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify AVEVA Group plc as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by AVEVA Group plc during the course of my relationship with you.



October 10, 2022

Tarun Vishnu Vardhan Chirumella
Dr No. 21-1- 60/B, Sai Nagar,
Revenue Ward No.17, Sattenapalle Road,
Narasaraopet- 522601, Andhra Pradesh India
tarunvishnu360@gmail.com
9515711973

Dear Tarun Vishnu Vardhan Chirumella:

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

Your employment with Micron will commence on July 17, 2023. The commencement of your employment is subject to the conditions set out in **section 10** of this offer letter. If any of those conditions is not satisfied, then your employment with Micron will not commence and this offer of employment, if you have not accepted it, will automatically be deemed to have been withdrawn. If you have already accepted this offer, Micron may (notwithstanding any other clause in this Agreement) terminate this Agreement immediately without notice or any payment in lieu of notice.

2. Position

Micron will employ you on a full-time basis in the position of Associate Software Engineer - IT ALM, 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 Floor 9th & 10th, Aquila by Phoenix - Block B, Survey No. 115/35, Nanakramguda 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 SAP Basis 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.

Ch. T. Vishnu Vardhan

Micron Technology Operations India LLP
Corporate Office: Floor 9th & 10th, Aquila by Phoenix - Block B
Survey No. 115/35, Nanakramguda Village, Serilingampally Mandal, Ranga Reddy District
Hyderabad – 500032, Telangana, India micron.com

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.

Ch.T.vishnuvardhan

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.

Sign-On Bonus

Micron will pay you a one-time gross sign-on bonus of INR 100000 after you commence employment with it (**Sign-On Bonus**). You must repay Micron the gross amount of the Sign-On Bonus if you give notice of your resignation or Micron terminates your employment for misconduct, absenteeism or any other violation of Company policy before you complete one year of service.

You authorise Micron to withhold from your final pay, to the extent permitted by law, the amount owed to Micron and you agree to sign whatever further authorisation may be required by Micron at the time to give effect to this. If the amount you owe Micron is greater than the amount withheld (if any), you must pay the balance in full to Micron within 30 days from the date on which your employment terminates. If you fail to repay the balance of the Sign-On Bonus within the time set out above and it is necessary for Micron to take legal action against you to recover such amount, you agree to reimburse Micron for all costs incurred by Micron to collect such amounts, including attorneys' fees and court costs.

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.

Policies with respect to Micron's discretionary benefits are listed online on Micron's internal intranet – MicronNow / PeopleNow – and in the Micron Team Member Handbook (**Handbook**) for Micron India team members. You can also find the most up-to-date version of this Handbook through MicronNow /

Ch. T. Vishnuvardhan

PeopleNow. Team members are responsible for keeping informed about any changes to this Handbook and to the benefits described on MicronNow / PeopleNow.

8. Relocation Assistance

It is our objective to provide you with a comprehensive relocation package in conjunction with your move. You are eligible for relocation assistance under the provisions of Micron's Intra-India Relocation Policy (**Policy**), a copy of which accompanies this Agreement. Please refer to the Policy for complete details and descriptions of the relocation assistance. Please note this Policy and the benefits provided under it are subject to replacement, change or discontinuance at any time in Micron's discretion.

If you fail to commence your employment on the date set out in **clause 1** of this letter (or such other agreed date for the commencement of your employment) for reasons within your control, or if within the first 24 months of your employment at Micron either you give notice of your resignation or Micron terminates your employment for misconduct, absenteeism or any other violation of Micron policy, you must repay Micron immediately a pro-rata amount of the cost of all relocation assistance paid or provided by Micron and its affiliates in connection with your relocation, including without limitation taxes and relocation service provider fees. The pro-rata amount will be calculated by multiplying the total cost of all relocation assistance paid or provided by Micron and its affiliates by $(24-N)/24$, where N = number of complete months of your service with Micron.

You authorise Micron to withhold from your final pay, to the extent permitted by law, any amount owed to Micron and you agree to sign whatever further authorisation may be required by Micron at the time to give effect to this. If the amount you owe Micron is greater than the amount withheld (if any), you must pay the balance in full to Micron within 30 days from the date on which your employment terminates. If you fail to repay the balance owed within the time set out above and it is necessary for Micron to take legal action against you to recover such amount, you agree to reimburse Micron for all costs incurred by Micron to collect such amounts, including attorneys' fees and court costs.

9. 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.

10. Conditions on this Offer

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

Ch. T. Vishnuvardhan

- (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.

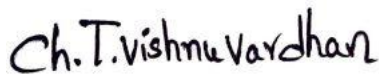
Yours sincerely



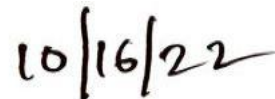
Sharmila Khan
Director, Regional Business Partner - (India)

To: Micron Technology Operations India LLP

I, Tarun Vishnu Vardhan Chirumella, 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.*

Ch.T.vishnuvardhan

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, 2023, 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 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 October 31, 2023.
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.

Ch.T.vishnuvardhan

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.

Ch. T. Vishnuvardhan

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

Ch. T. Vishnuvardhan

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

Ch. T. Vishnuvardhan

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.

Ch.T.vishnuvardhan

Name **Tarun Vishnu Vardhan Chirumella**

10/16/22

Signed and Dated (mm/dd/yyyy)



PRIVATE AND CONFIDENTIAL

January 24, 2023

Gottam Anvesh
15-3-821, LB Nagar, Godavarikhani, Peddapalli Dist. Godavarikhani, Telangana 505209
India

Dear Gottam Anvesh,

It is indeed a pleasure to welcome you to **PepsiCo Global Business Services India LLP** ("The Organization") as an integral member of the team. We look forward to working together towards achieving PepsiCo's vision, to be the global leader in convenient foods and beverages by winning with purpose.

This is to confirm our offer to you for the position of **Graduate Engineering Trainee - IT**, to be based at **Hyderabad** -IND. Please find enclosed a copy of our offer to join. Please review the same and agree to the terms & conditions stated online, once you join us, for our records.

Please do not hesitate to contact us if there is anything we can do to ensure that your transition to our Organization is as smooth as possible.

Regards,

A handwritten signature in blue ink that reads "Avantika Susan Nigam".

Avantika Susan Nigam
Head of HR

Enclosure: Appointment letter

PEPSICO GLOBAL BUSINESS SERVICES INDIA LLP

(This entity is registered with Limited Liability) LLP Identification Number: AAO-6786

Hyderabad Office: 14th Floor, SY No 107, Laxmi Infobahn, Tower 2, Kokapet Village, Gandipet Mandal, Ranga Reddy,

Telangana 500075. Tel: +91 40 7136 9000



January 24, 2023

Gottam Anvesh
15-3-821, LB Nagar, Godavarikhani, Peddapalli Dist.Godavarikhani, Telangana 505209
India

Dear Gottam,

We are pleased to confirm our offer to join “**PepsiCo Global Business Services India LLP**” (“The Organization”) as a **Graduate Engineering Trainee - IT**. The primary terms and conditions are as follows:

Your appointment will be effective from the date of joining which shall not be later than **August 7, 2023** and you are being employed to work from and report to our office unit on 15th Floor, Tower B in Special Economic Zone located at SY No 107, Laxmi Infobahn, Kokapet, Hyderabad, Telangana- 500075 on the Joining Date.

1. Place of Work:

On joining, you will be required to relocate to Hyderabad or to any place within commuting distance of the office within 30 day’s of the Joining Date. During the course of your employment with the Organization, your services are liable to be transferred, seconded or deputed to any of the divisions, branches or companies belonging to, or affiliated to, or associated with the Organization either existing as of date or which may come up in future from time to time. Such transfer, secondment or deputation may be within India or overseas. It is further clarified that except the relocation expenses and transport benefits (as per policy) offered by the Organization, all other expenses for to and fro office will be borne by the employee.

2. Compensation and Allowances:

The Total Fixed Pay offered to you is INR **985,817.00** per annum. This includes statutory retivals. The Target Variable pay offered to you is INR **91,953.00** and the pay-out is subject to your meeting the performance criteria as per the organization’s annual bonus policy. The details of the compensation offered are attached in Annexure A.

In the event that, prior to your first anniversary of your Date of Joining, you resign from your employment for any reason or your employment is terminated by the Organization for reasons detailed under this Appointment letter (i) you will be entitled to retain only that portion of the sign-on cash bonus determined by multiplying the sign-on-cash bonus by a fraction, the numerator of which will be the number of whole months that have elapsed from your Start Date to your termination date and the denominator of which will be 12

(such amount, the “Earned sign-on cash bonus”), (ii) you will promptly repay PepsiCo any portion of the sign-on cash bonus already paid to the extent it exceeds the Earned sign-on cash bonus and (iii) you will forfeit any unpaid portion of the sign-on cash bonus.

3. Medical:

You and your immediate family members, consisting of spouse, dependent children, will be covered under the Organization medical scheme on any hospitalization subject to a limit of Rs. 4,00,000 (governed by the Medical Insurance Policy.)

4. Annual Leave:

You are entitled to Annual leave in accordance with Organization policy.

5. Termination:

Your services with the Organization can be terminated by either side, without assigning any reason, by giving 60 (sixty) days’ notice in writing (“Notice Period”). Upon resignation, you will be required to serve the full Notice Period. Any leave taken during Notice Period will be added to the Notice Period. The Organization reserves the right to terminate employment of an employee, for any reason whatsoever, by giving notice as applicable or ‘Basic Pay’ in lieu of the notice period as applicable, for the level. In case of gross misconduct, negligence, fraud, embezzlement or misappropriation, employment may be terminated by the Organization forthwith without any notice or compensation in lieu thereof.

6. Non-Disclosure:

You acknowledge and agree that unauthorized disclosure of the confidential information or trade secrets of the Organization or any of its affiliates would cause irreparable loss and damage to Organization, and that you shall, besides being liable to be terminated of your employment on this account, will also be liable to be proceeded against for such relief, including but not limited to, damages.

7. Non-Compete:

In signing this Offer and Appointment letter, you agree that during the period of twelve (12) months following the termination of this agreement, you shall not:

- (a) Provide services for or be employed by, whether as an employee, director, consultant or otherwise, any entity that materially competes with beverage or snacks business of the Organization, or any entity associated or affiliated with the above businesses, in the U.S., India, Thailand, or any other countries with respect to which you have performed services for the Organization or any of its affiliates.
- (b) Solicit or endeavor to entice away from the Organization or any of its affiliates any employee, or any other person engaged by the Organization or its affiliates, (whether or not such a person would commit any breach of contract by reason of leaving the service of the Organization or its affiliates), or any customer of the Organization or its affiliates.
- (c) Disclose to any unauthorized person or persons or misuse confidential information or trade secrets of the Organization or any of its affiliates.

8. Termination Payments:

As consideration for the Organization paying your relocation expenses, notice period, sign on cash bonus if any, or any other incidental expenses, you agree that if you voluntarily leave the Organization to join another Organization within a period of twelve (12) months, then as per the Organization's policy/ies, you will be required to repay the Organization such expenses or allowances, as applicable. Further, you understand and agree that any amount you owe the Organization, for whatever reason (including amounts related to the repayment of relocation expenses or allowances), at the time you terminate your employment will be deducted, in whole or in part, from your last pay check(s) and/or expenses reimbursement.

9. Governing Laws:

Your right to any compensation or benefit referenced in this Appointment letter will be determined under the terms of the applicable plan or program. In the event of a dispute, this Offer and Appointment letter shall, for all purposes, be governed and construed in accordance with the law of India, without reference to principles of conflicts of laws.

10. Retirement:

You will retire from services of the Organization on the day you complete the age of 60 years or such age as decided by the Organization from time to time.

11. Safety:

The employee agrees that during the term of Appointment, he shall comply with the safety policy / norms prescribed by the Organization from time to time. In case of non-compliance / breach of any terms and conditions of the safety policy/norms, the Organization shall be entitled to take such action as deemed fit by the Organization and/or as per applicable law, including termination of the employment with the Organization.

12. Code of Conduct:

You will adhere, at all times, to the Organization's Code of Conduct, all Organization policies and to the laws and regulations of any country in which you work.

13. The Organization conducts background checks on all new employees. All employment confirmation is subject to satisfactory completion of the background verification.

14. Acceptance:

You have read, understood and accepted the conditions of your employment outlined above. By clicking "Accept" at the next prompt, you will be electronically accepting the terms and conditions of this Letter of Understanding, thereby acknowledging and confirming that you have read and understand the terms and conditions contained herein. You thereby agree to all of the terms and conditions contained therein, including any additional policies, agreements, and addendums located on pages following this signed letter. Furthermore, you are aware that by affixing your electronic signature, it is a legally binding equivalent of your handwritten signature and that in future you may not repudiate the meaning of your electronic signature.

We are happy to welcome you to our Organization and look forward to you building a mutually beneficial long-term association with the Organization.

Regards,

A handwritten signature in blue ink that reads "Avantika Susan Nigam". The signature is written in a cursive style with a horizontal line under the name "Avantika".

Avantika Susan Nigam
Head of HR

PEPSICO GLOBAL BUSINESS SERVICES INDIA LLP

***(This entity is registered with Limited Liability)* LLP Identification Number: AAO-6786**

Hyderabad Office: 14th Floor, SY No 107, Laxmi Infobahn, Tower 2, Kokapet Village, Gandipet Mandal, Ranga Reddy,
Telangana 500075. Tel: +91 40 7136 9000



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ANNEXURE A

Name of Candidate: Gottam Anvesh

External Title – Function: Graduate Engineering Trainee-IT

DOJ: August 7, 2023

Component	Details/Linkage	Amounts in INR p.a.
Basic Salary	Basic Pay is 40% of GBS Fixed Pay	INR Rs394,327.00
Flexible Compensation	This amount can be apportioned to HRA, LTA, NPS, Telecom Reimbursement and other components as per employee choice	INR Rs525,204.00
GBS Base Pay	Annual Guaranteed Cash	INR Rs919,531.00/Yr.
Provident Fund (PF) - Employer Contribution	12% of Basic	INR Rs47,319.00
Gratuity	4.81% of Basic	INR Rs18,967.00
GBS Fixed Pay	Sum of all components above	INR Rs985,817.00
Annual Bonus	Performance linked payout Annual payment for the year is pro-rated basis the month of joining for employees joining before 1st Oct and joiners on 2nd Oct and after are not eligible for that year's bonus	INR Rs91,953.00
GBS Total Cost to Company	Sum of PepsiCo Fixed Pay & Variable Pay	INR Rs1,077,770.00

PEPSICO GLOBAL BUSINESS SERVICES INDIA LLP

(This entity is registered with Limited Liability) LLP Identification Number: AAO-6786

Hyderabad Office: 14th Floor, SY No 107, Laxmi Infobahn, Tower 2, Kokapet Village, Gandipet Mandal, Ranga Reddy,

Telangana 500075. Tel: +91 40 7136 9000



Illuri Raghavendra <raghuilluri2311@gmail.com>

Godrej & Boyce Mfg Co Ltd - Documentation Process for Selected Candidates | Campus 2023 | GET | CBIT

Reena Lakra <rl@godrej.com>

Thu, 20 Apr at 11:06 AM

To: Reena Lakra <rl@godrej.com>

Cc: RACHNA BHUSE <rachna@godrej.com>, Sameeta Khambe <sameetak@godrej.com>

Dear Future Godrejite,

Greetings from Godrej & Boyce!

We are happy to confirm your selection in our organization. We look forward for you to be a part of the Godrej family.

As part of our selection process, you will be undergoing Medical and Documentation Process.

For Documentation process, kindly refer the following attached documents:

1. General Instructions
2. Application Form
3. Employment Application Form
4. Annexure (containing list of documents)
5. Undertaking Form
6. FAQs

A link to the One-Drive folder is shared below in which you must upload all the documents according to the *Annexure Campus – 2023* (attached) as per the format mentioned in the *General Instructions* (attached).

 [CBIT](#)

The documents are to be submitted by **Wednesday, 26th April 2023.**

Only after successful completion of documentation process, Offer Letters will be released.

Dear TPO - Request you to kindly make sure all the necessary documents are uploaded on time.

Kindly note: Name in PAN Card, Aadhar Card and other documents should be same without any deviation. If there is any deviation, please get it corrected by online/offline application with the respective authorities.

For any query/concern feel free to reach out at rachna@godrej.com / sameetak@godrej.com

Regards

Reena Lakra

Asso. Vice President & Head Talent Acquisition

Personnel and Administration Department | Godrej & Boyce Mfg. Co. Ltd. | Plant 11, Pirojshanagar, Vikhroli, Mumbai-400079, Maharashtra, India

A picture containing icon Description automatically generated



Please consider the environment before printing.

DISCLAIMER

The information in this message and any files transmitted with it are confidential and may be legally privileged. It is intended solely for the addressee. Access to this message by anyone else is unauthorised. If you are not the intended recipient, you are notified that any disclosure, copying, or distribution of the message, or any action or omission taken by you in reliance on it, is strictly prohibited and may be unlawful. Please contact the sender immediately if you have received this message in error and promptly destroy the original communication.

"The information in this message and any files transmitted with it are confidential and may be legally privileged. It is intended solely for the addressee. Access to this message by anyone else is unauthorised. If you are not the intended recipient, you are notified that any disclosure, copying, or distribution of the message, or any action or omission taken by you in reliance on it, is strictly prohibited and may be unlawful. Please contact the sender immediately if you have received this message in error and promptly destroy the original communication."
Undertaking.xlsx, Application Form.doc, G&B Employment Application form.docx, General Instructions.pdf, FAQs.pdf, Annexure Campus - 2023.pdf



Letter of Intent (LOI)

Superset ID: 3414916

Date: September 30, 2022

Dear Saketh Mutyala,

We are immensely glad to extend a hearty welcome to you to our Cognizant family.

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited (" **Cognizant** ") and subsequent discussions. Basis the information and representation provided by you, we have found you suitable for the GenC role and your designation will be **Programmer Analyst Trainee**. Upon final scrutiny, a formal full-time employment Offer Letter with the compensation, terms and conditions, rules, regulations & policies (" **Employment Agreement** ") will be issued, and such Employment Agreement shall be subject to and be effective only upon your successful completion of the full-time internship program or Cognizant identified training programs as opted by you or mandated by Cognizant and background verification. You will have an opportunity to opt for a full-time internship with stipend during your final semester and terms and conditions governing such full-time internship program shall be detailed in the Intern Offer Letter.

It is hereby clarified that participation in this full-time internship program or Cognizant identified training programs shall not deem to constitute you to be an employee of Cognizant and the scope of this full-time internship program or Cognizant identified training programs does not include any supervisory responsibilities and that there is no agency, fiduciary or employer-employee relationship intended or created by reason of this LOI.

During this full-time internship program or Cognizant identified training programs, you shall not be entitled for any benefits paid or made available to Cognizant's full-time employees.

Upon your successfully completion of full-time internship program or Cognizant identified training programs, completion of background verification and being onboarded as an employee under a definitive Employment Agreement, your annual total remuneration shall be **INR 4,01,988/- per annum**. The detailed information on compensation and benefits will be provided in your full-time employment Offer Letter.

This LOI expresses only our intent to enable you participate in the full-time internship program or such Cognizant identified training programs as opted by you or as mandated by Cognizant, and there upon successful completion of the training which brings eligibility to receive a definitive Employment Agreement, subject to completion of hiring formalities, background verification and procedures. Cognizant has zero tolerance towards malpractice in any form and reserves all rights with respect to hiring decisions and issue of full-time Offer. This document is only a letter of intent and does not constitute any contractual relationship between you and Cognizant. Cognizant holds all rights to withhold or cancel this LOI and/or the Intern / Full-time employment Offer Letter due to non-conformance of performance benchmark or moral code of conduct.

Code of Conduct : You shall comply with Cognizants Core Values and Standards of Business Conduct, located at and incorporated herein by reference. <https://www.cognizant.com/us/en/documents/code-of-ethics.pdf>

This LOI from Cognizant is valid for 1 week - 7 calendar days, from the date of the LOI. Hence, you are requested to accept or decline the LOI within 1 week from the date of the LOI. In case we do not receive any response from your end within the aforementioned time period, this LOI shall stand withdrawn, and will be considered as void. Any extension to the LOI validity will be at the sole discretion of Cognizant. Please note that this LOI is not deemed to be considered as an employment contract or offer letter for purposes of joining Cognizant as an employee. For all onboarding formalities, the definitive Employment Agreement is required.

Upon accepting this LOI, you hereby consent for Cognizant Technology Solutions India Private Limited to receive the personal information and/or sensitive personal information ("Personal Information") submitted by you for background verification and share the same with its empaneled vendors located in India for conducting mandatory background checks for employment opportunities with Cognizant.

For further queries, related to Letter of Intent (LOI), please raise a request by clicking "Raise a Query" button in the below link. Use Superset ID as Candidate ID and choose Category as Letter of Intent (LOI).
<https://campus2cognizant.cognizant.com/Pages/Prelogin>

GenC HR Team will reach out to you over email to guide you on the next steps.
Thank you for the interest and stay tuned to hear from us.

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.

Maya Sreekumar
Vice President - Human Resources



Date: 09-Nov-2022

Name: varshith kalva

College: CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY, Proddatur

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear varshith kalva,

Welcome to MINDTREE (hereinafter referred as the "Company"). Congratulations on being selected as a GRADUATE ENGINEER TRAINEE. This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (refer annexure 1) and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs. 25,000 pm.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You will also be issued a detailed Letter of Appointment as GRADUATE ENGINEER TRAINEE subject to you meeting the eligibility criteria as mentioned in Annexure-1. Your appointment is in accordance with the Apprentices Act, 1961.
4. Documents - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer Annexure-2).
5. Background Verification - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.
6. If the above terms and conditions are acceptable, kindly acknowledge this GRADUATE ENGINEER TRAINEE Offer Letter by digitally signing this offer within 7 days from the date of receipt of this mail and offer document.

If you do not digitally sign the offer letter within the above-mentioned period, the aforesaid offer automatically stands cancelled. Post registration on the above portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

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

8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with MINDTREE will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Training Program assessments
- Unauthorized absence during the Training Program
- Integrity and other disciplinary expectations

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

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

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

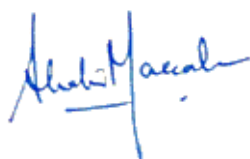
12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

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

14. 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 the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

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

Yours faithfully,
For MINDTREE Ltd.



Shalini Macaden
VICE PRESIDENT - PEOPLE FUNCTION

I have read the letter and accept the same.

Varshith kalva
Varshith kalva (Nov 9, 2022 22:02 GMT+5.5)

Nov 9, 2022

ANNEXURE-1

Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on date of Offer	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
Re-attempts/ATKTs/Backlogs/Arrears: (Diploma, Graduation, Post-Graduation)	* No active/live backlogs allowed at the time of the interview process * All backlogs (if any) must be cleared <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
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
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



Mindtree

A Larsen & Toubro Group Company

Eligibility for Maternity Leave:

As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 80 days in the organization in the twelve months immediately preceding the date of her expected date of delivery



Self-Declaration:

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that this recruitment process is completely free of cost.
3. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
4. I am flexible to work at any MINDTREE Development Center/ Customer Site/ Partner premise as per business requirement.
5. I am flexible to work in any technology/domain/work shift assigned to me based on the business requirement

Candidate Signature:

Varshith kalva

Varshith kalva (Nov 9, 2022 22:02 GMT+5.5)

Name:

varshith kalva

Institute Name:

CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY

Mobile No:

9390239636

Date of interview process:

18-Sep-2022

ANNEXURE-2

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

- A. Duly acknowledged copy of the GRADUATE ENGINEER TRAINEE Offer Letter.
- B. Non-Disclosure Agreement.
- C. Two copies of your recent passport size photograph with white background.

Attested copies of the following are required:

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

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

**ANNEXURE-3****Name** : varshith kalva
Salary Grade : C1**Date:** 09-Nov-2022

Components	INR p.a.	INR p.m.
Basic	180,000.00	15,000.00
Bouquet of Benefits*	161,040.00	13,420.00
Statutory Bonus	21,000.00	1,750.00
A. Base Salary (p.a.)	362,040.00	30,170.00
Annual Incentive (p.a.)	0.00	
B. Total Variable (p.a.)	0.00	
C. TTC (p.a.)	362,040.00	
Provident Fund (PF)	21,600.00	1,800.00
Gratuity	8,664.00	722.00
Medicclaim Premium	7,704.00	
D. Retirals & Other Benefits	37,968.00	
Cost to Company (CTC) C + D	400,008.00	



Medical Insurance Premium:

The Group Mediciclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age). Coverage limits are as per company policy

You would also be eligible to be covered under the Group Term Life and Group Accident Insurance policy as per the company policy.

Notes:

- 1) Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
- 2) Bouquet of Benefits* /Flexi Pay consists of Flexi-components which may include HRA, Conveyance, LTA, Meal Allowance and Adhoc allowance.
- 3) H.R.A. will be deducted for accommodation (if any) provided by the Company.
- 4) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
- 5) Gratuity payment shall be as per "Payment of Gratuity Act, 1972".
- 6) 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.

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

- Any or all 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.



Code of Conduct

Summary:

Mindtree Minds are expected to follow a professional code of conduct and work ethics. The intent of this document is to lay the ground rules for professional and disciplined behavior in the office premises and/or at client locations. Mindtree cannot anticipate all situations that may arise during your employment. When in doubt about an appropriate course of conduct, please contact your supervisor or a People Function representative.

Your employment with Mindtree is subject to your acceptance of this Code of Conduct Procedure. All Mindtree Minds are required to read, understand and sign the Code of Conduct procedures when they are hired.

Objective:

To define guidelines on the professional code of conduct and work ethics in the office premises and/or at client locations.

Eligibility/Applicability:

All Mindtree Minds, Mindtree's clients, vendors, partners etc.

Code of Conduct :

The policy details various scenarios under which Code of Conduct is monitored.

1) Personal Interest v/s Mindtree's interest

In day-to-day work scenarios, you could face situations where a possible course of action would advance your personal interests at the expense of the company. In such situations, you are expected to put the best interests of the company first. When in doubt, please check with People Function and/or your Manager.

2) Use of proprietary or confidential information of third party

You should not disclose to Mindtree, bring onto Mindtree's premises or induce Mindtree to use any confidential information that belongs to anyone other than Mindtree or yourself. You are instructed neither to make use of any confidential or proprietary information of a third party in the course of performing your job duties or services, nor include or incorporate any such information with or into any product or work that you create, design, or develop for or on behalf of Mindtree in the course of performing your duties or services unless you have the prior written consent of Mindtree. Reference to 'Mindtree' above includes Mindtree's clients, vendors and partners as well.

3) Office for Profit

Without the consent of Mindtree, you are prohibited from initiating or accepting any work as an Employee, consultant, adviser or as a member of board of directors of any other company. If you wish to seek approval for such outside work, please contact your People Function representative.



4) Vendor relationship

In your capacity as a Mindtree Mind or Consultant, neither you in the capacity of employee nor any of your immediate family members can be a vendor of Mindtree. You shall not accept advice, service, or gifts or presents in kind or cash from a vendor of Mindtree with a value greater than \$25. If you receive any gifts from a vendor with a value greater than \$25, or if a vendor engages in a pattern of offering you small gifts, please inform your reporting manager or ask People Function for guidance.

5) Using Mindtree's time and assets

You should not use Mindtree's or its customers' time or any of its assets for performing outside or personal work. In addition, you should not abet, entice, motivate, help, or coerce fellow employees to use such time and assets for outside or personal work that could reasonably be construed to have a detrimental effect on Mindtree.

6) Personal Relationship

Your spouse or any other member in your immediate family may be working with a competitor or vendor of Mindtree. This calls for extra-sensitivity to confidentiality of Mindtree's information as there is a possibility that the closeness in relationship could lead to inadvertently compromising Mindtree's interest. You are requested to be aware of the potential conflicts that might arise and inform the People Function accordingly.

If you are a member of an Enabling function such as People Function, Finance, IS etc you cannot have an immediate family member employed in another function/role in Mindtree, unless it has been explicitly approved by the head of People Function.

7) Equal Opportunity

Mindtree is an equal opportunity employer and makes employment decisions on the basis of merit. The Company seeks to have the best available individual(s) in every position. Mindtree prohibits unlawful discrimination based on race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by federal, state or local laws.

Mindtree is committed to complying with all applicable laws providing equal opportunities to individuals regardless of race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by law. This responsibility applies to all persons involved in the operations of Mindtree and prohibits unlawful discrimination by any Mindtree Mind, including supervisors and coworkers.

Mindtree prohibits taking negative action against any Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation. Any Mindtree Mind who retaliates against another Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination of employment.

8) Dating/Romantic/Sexual Relationships

Mindtree recognizes that sometimes employees enter into personal relationships in the workplace, and this provision is not intended to prohibit such relationships. However, certain romantic or sexual relationships can interfere with the smooth operation of its business. Some of these relationships can also result in actual or potential disclosure of confidential or sensitive information and can have other detrimental effects. Mindtree reserves the right to determine when a relationship presents a problem in the workplace.



Without limiting its discretion to address problematic relationships or situations, Mindtree offers the following guidelines:

During working time and in working areas, employees must keep personal exchanges limited so that others are not distracted or offended, and so that productivity is maintained. During nonworking time, such as lunches, breaks and before and after work periods, employees may have appropriate personal conversations in non-work areas as long as their conversations and behaviors could not be perceived as offensive or uncomfortable to a reasonable person. Employees are strictly prohibited from engaging in conduct that would be deemed inappropriate by a reasonable person while on company premises, regardless of whether they are working at the time.

Mindtree generally considers employee off-duty conduct as private, as long as the conduct does not create problems within the workplace. Exceptions to this principle, however, involve 1) romantic or sexual relationships between supervisors and subordinates (regardless of the reporting structure) or 2) romantic or sexual relationships between any employee in the People Function or Finance departments and any other employee. Both employees involved in a relationship in either of these categories must immediately disclose to Mindtree the existence of a romantic or sexual relationship. Such required disclosure must be made in writing to People Function. People Function will provide an appropriate form upon request. Failure to make this disclosure may result in disciplinary action up to and including termination of employment. This disclosure will enable Mindtree to determine whether, given the relative positions of the individuals involved, action should be taken.

If Mindtree determines that action must be taken, it may ask one or both of the employees to transfer to another position, location, or project. If a transfer proposed by Mindtree is refused, or if Mindtree determines that the situation cannot be adequately addressed by transfer (or if Mindtree determines that transfer otherwise would not be in the best interests of Mindtree), Mindtree may terminate the employment of one or both employees. Mindtree has the sole discretion to determine whether a problem exists and how to address it. Accordingly, Mindtree is not limited to transfer and discipline/termination as its only options.

9) Personal Behavior

Mindtree expects all Mindtree Minds to be honest and fair in dealing with people, customers, vendors, competitors or others because you are the brand ambassador of Mindtree and your actions help to form others' impressions about Mindtree.

10) Breach of Discipline

As discussed above, Mindtree expects all Mindtree Minds to behave in a professional manner. Listed below are categories of inappropriate conduct that may lead to disciplinary action, up to and including termination of employment from Mindtree (This list is just illustrative and not exhaustive).

"Theft, fraud, forgery, embezzlement, misappropriation; dishonesty, harassment, indecent behavior, sexual advances, suggestive remarks, racial slurs, derogatory remarks/discrimination on - disability, veteran status, national origin, sexual orientation, race, color, religion, political affiliation, sex, or age. The list also includes forwarding/ viewing pornographic material at work or on work computers or other devices, willful insubordination, disobedience, absence without leave, habitually irregular attendance, neglect of work, willful damage of company property, disclosing/divulging trade secrets/confidential information/special processes/methodologies, unfair dealing with parties, false representation/misrepresentation, false recording/reporting of information, drunkenness, riotous behavior, commission of certain criminal offense(s), aiding or abetting any act listed herein, willful breach of law/rule / policy / guideline/procedure, working under the influence of alcohol or illegal drugs, creating/encouraging an offensive work environment, etc."



In the event Mindtree receives information suggesting that you may have engaged in any of the conduct described above, People Function personnel may require you to undergo necessary tests/assessments/inquiry as appropriate. You will be expected to cooperate in any investigation People Function or Mindtree management conducts or directs. Mindtree reserves the right to test Mindtree Minds for drug and alcohol use for cause or when a client requires testing.

11) Usage of Assets

As a Mindtree Mind, you will come in contact with the below mentioned assets as part of your job. You shall not disclose or divulge any of these assets without permission. You also shall not give false information, misinterpret or misquote any of these assets.

Information which can safely be construed as intellectual property or as copyrightable material includes the following -

- Product of ideas and hard work
- Confidential data
- Any business/functional plan
- Personal information
- Design
- Processes and know-how
- Any internal databases
- Patents /application
- Copyrighted material
- Methodologies, Services etc.

You will also ensure that company confidential information is not used for -

- Benefiting a third party,
- Having reciprocal dealings for personal benefits,
- Acquiring pirated, illegal unlicensed software,
- Receiving or giving extensive gifts/presents,
- Following any practices that lead to monopolies or restrict trade,
- Causing any violation of legal or statutory requirements, etc.

Please understand that unintentional disclosure of proprietary information can be just as harmful as intentional disclosure. Hence you are directed not to disclose Mindtree's confidential information to anyone (including fellow employees, if you are unsure of whether to divulge or not) unless otherwise required or permitted by law or directed by Mindtree management.



Mindtree

A Larsen & Toubro Group Company

12) Workplace Etiquettes

Workplace etiquette and housekeeping of personal space is a discipline. You must keep your desk space area clean at all times and should put away any papers, books, files, stationery, etc. when you close work for the day. You must ensure that you maintain minimum noise levels at all times so as not to disturb others. Please be conscious of Mindtree's Green council policy while using company / customer provided resources like printers, stationery, etc.

All Mindtree facilities/ campuses are designated as non-smoking zones. If you wish to smoke at work, please make use of designated smoking areas only.

It is imperative to safeguard the assets (computers, telephones, LCD, etc.) of the company from dishonest, illegal or willfully negligent acts. It is a serious violation to remove any assets from the company or use for personal benefit.

13) Information Disclosure

As a Mindtree Mind, you are expected to maintain the confidentiality of Mindtree's trade secrets and private or confidential information. Trade secrets may include information regarding the development of systems, processes, products, know-how and technology. If in doubt about whether a document or other information should be considered confidential, please contact your supervisor or People Function representative.

Mindtree Minds should not speak to the media on Mindtree's behalf without contacting company spokesperson/public relations personnel. All media inquiries should be directed to them.

You must be aware that Mindtree subscribes to the provisions and guidelines of security controls as defined under ISO 27001 in the current form and with any subsequent changes. In Mindtree, you are expected to adhere to the defined compliance under the security policy. Any breach of information security controls may result in disciplinary action up to and including termination of employment.

14) Information privacy

For privacy related rights please refer to the Data Privacy Policy available in People hub and <https://www.mindtree.com>.

Agreed and Accepted

Signature : 
Varshith kalva (Nov 9, 2022 22:02 GMT+5.5)

Name : Kalva Varshith

Date : Nov 9, 2022



Mindtree – LTI Amalgamation

Dear varshith kalva

We deeply value your decision to consider joining Mindtree and look forward to collaborating with you on building a fast-paced, progressive career for you.

Thanks to our cutting-edge digital transformation work for a growing roster of customers, we have been reporting industry-leading growth for the past several quarters despite an environment of rapid business and technology shifts. Our success speaks to the strength of our business model and the relevance of our strategic direction as an enabler of superior competitive advantage, customer experiences, and business outcomes for some of the world's most pioneering enterprises. We are now ready to take a significant leap forward in further accelerating our industry-acclaimed growth journey with an eye on the future.

In May this year, Mindtree and LTI — both Larsen & Toubro Group companies — announced a merger that will see Mindtree and LTI join strengths to create an efficient and scaled-up IT services provider called **LTIMindtree** and exceeding \$3.5 billion. Mindtree and LTI have delivered market-leading financial performance and created tremendous value for shareholders. Given that recent industry shifts such as the prominence of large deals and preference for end-to-end offerings benefit at-scale players, the two companies have decided that the time is appropriate to combine the strengths of both organizations to serve customers better.

- Significant scale benefits are anticipated through Mindtree and LTI's complementary strengths, resulting in a more robust portfolio of offerings across verticals. Enhanced customer engagement and delivery model through the industrialization of delivery and streamlined value-enabling processes to improve large-deal capabilities. These opportunities will help build stronger partnerships with ecosystem players and, most notably, a more distinctive value proposition for you, including opportunities to take on exciting, new projects and reach greater heights in your career with LTIMindtree.

The transaction is awaiting shareholder and regulatory approvals, and the formal integration will begin after that. Until then, Mindtree and LTI will continue to operate as independent companies.

Thank you once again for considering the offer to join Mindtree. We are excited about the synergies this merger between Mindtree and LTI will help unlock for all our stakeholders. When you join, you will be a part of a dynamic workforce driven by a culture of innovation and growth. We are counting on you to provide further impetus to our industry-leading growth story.

We cannot wait to welcome you onboard.

Best Regards,

Talent Acquisition Team

Mindtree

Getting businesses +
to the **future, faster.**






Mindtree Offer Letter

Final Audit Report

2022-11-09

Created:	2022-11-09
By:	Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA1q2Ma07Be2yD6TddTfnV8EEZROeolu0y

"Mindtree Offer Letter" History

-  Document created by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
2022-11-09 - 2:47:13 PM GMT- IP address: 20.44.36.220
-  Waiting for Signature by varshith.kalwa25@gmail.com
2022-11-09 - 2:47:17 PM GMT
-  Signer varshith.kalwa25@gmail.com entered name at signing as Varshith kalva
2022-11-09 - 4:32:39 PM GMT- IP address: 157.48.166.246
-  Document e-signed by Varshith kalva (varshith.kalwa25@gmail.com)
E-signature hosted by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Signature Date: 2022-11-09 - 4:32:41 PM GMT - Time Source: server- IP address: 157.48.166.246
-  Agreement completed.
2022-11-09 - 4:32:41 PM GMT



DIP | Internship Offer Letter - DHL Supply Chain India Pvt. Ltd

1 message

Prerana Mishra (DHL Supply Chain) <prerana.mishra@dhl.com>

Tue, 28 Feb, 2023 at 4:40 pm

To: jayadiva73@gmail.com <jayadiva73@gmail.com>

Dear Phanindra,

Congratulations! Welcome to DHL Supply Chain India!

Please find your enclosed offer letter for DHL Interns Program, and share a signed and scanned copy with us for the same.

As you gear up to begin the journey, we are also getting ready for your smooth on-boarding and orientation program.

Below are few pointers that would help in your smooth transition into DHL.

1. JOINING SCHEDULE (*Joining Date, Time, Venue*)

The DHL Interns Program is slated to commence from **1st March 2023**. On Day 1, you will need to report at **9:30 am**, at our Office in Hyderabad.

Address : DHL Supply Chain India Pvt. Ltd.

Survey No 729,

Deveryamjal Village,

Hyderabad –Telangana. 500078

2. INTERN 2023 MY HR DETAILS SHEET

The sheets attached will capture your required details. Please ensure that you enter the updated and accurate information. This needs to be emailed to us before **End of Day**, along with a signed and scanned copy of the attached offer letter.

3. IMPORTANT DOCUMENTS

Request you to please carry the following documents along with you on the day of your joining:

- Cancelled Cheque
- Photograph hard copies – 5 copies
- PAN card Copy
- Aadhar card Copy
- Educational Certificates
- Relieving letter from previous employer (if applicable)
- Address proof documents

4. TOUCH POINT

Prerana Mishra / prerana.mishra@dhl.com / 9176407976 will be your key point of contact should you have any queries.

5. DRESS CODE

The dress code in day one of joining is Office Formals. Full-sleeved, formal shirts and trousers for the men, and the women can choose to wear either Western or Indian formals.

6. DIP PROGRAM

In your internship journey of 45 days, you would start off with a 3 day of Business function overview in, orientation in our regional office & site visit. Post that, you will be assigned to a project for rest of the 42 days under a designated coach at the base location (as mentioned in offer letter). In the last week of your internship, you will be going through an evaluation process for PPO of G1000 Program.

7. IMPORTANT POINTS

- Duration of internship would be 45 days.
- The role requires you to report to work physically and is not work from home.
- You will have a 5/6 day working week, depending on the requirement of your coach.
- You are allowed to avail 4 paid leaves (for any reason) during the internship.
- **In case you get offered a full-time opportunity in any other company, ensure to inform us. This internship is only for unplaced students.**

Please feel free to reach us in case of any clarification that you may have on the above.

Look forward to see you!

Regards

PRERANA MISHRA

Graduate Trainee

Human Resource – South II

DHL Supply Chain India Pvt. Ltd

Nos. 119/2A3 of Goparasanallur village,

Tulsi Nagar Poonamalle Thiruvallur District 600 056.

Landmark : Next to SVV Marriage hall (Opposite to Arvind Eye hospital) Poonamalle Taluk

Mobile : +91 9176407976

Email : prerana.mishra@dhl.com

www.dhl.com

Deutsche Post DHL – The Mail & Logistics Group

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To

Date: 4th January, 2023

Yantrapati Bhakthsingh

Subject: Internship Offer Letter

Dear Yantrapati Bhakthsingh

In reference to your application, we would like to congratulate you on being selected for an internship with the Intellipaat Software Solutions Pvt. Ltd. Your work is scheduled to start on **23rd January, 2023** for a period of **6** months. During this period, you will get paid **Rs. 22,000/month** (Rupees Twenty-Two Thousand Only) and you will be working as a '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

Note:

- Number of working days is **6** days a week.
- Your first month's salary(30Days Salary)will be dispersed along with your **4th** month's salary.
- During this Internship, you are eligible to get up to **Rs 200,000/-** as an incentive based on your performance.
- During your internship, you are expected to be disciplined and sincere towards your job responsibility.
- Based on your performance, the Pre-Placement Offer will be released before the completion of your internship at Intellipaat.
- The company reserves the right to pay or recover salary in lieu of the notice period (if applicable) or to relieve you before the expiry of the notice period. All payments and recoveries made under this clause will be based on Gross Salary
- You need to serve **30** days of notice period without fail, or else the management of Intellipaat can hold your salary/ experience letter / relieving letter/ any background verification in the future.
- Minimum working duration must be 9 hours including a one-hour lunch/dinner break.
- After the successful completion of 6 Months Internship period total CTC would be **Rs 900,000 INR**.
- No examination preparatory leaves will be provided during this period
- If the college/university exams are pending then you are allowed to take leaves for exams and for applying for the same you need to get the letter from your TPO with examination dates and get it approved by your manager.

Again, congratulations and we look forward to working with you.

Yours truly,

For Intellipaat Software Solutions Private Limited



Dewaker Singh Bisht

Director - Human Resources

Intellipaat Software Solutions Pvt. Ltd.

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068

Date: 05-Nov-2022

Name: AKHILA BANGUTAPU

College: CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY, Proddatur

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear AKHILA BANGUTAPU,

Welcome to MINDTREE (hereinafter referred as the "Company"). Congratulations on being selected as a GRADUATE ENGINEER TRAINEE. This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (refer annexure 1) and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs. 25,000 pm.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You will also be issued a detailed Letter of Appointment as GRADUATE ENGINEER TRAINEE subject to you meeting the eligibility criteria as mentioned in Annexure-1. Your appointment is in accordance with the Apprentices Act, 1961.
4. Documents - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer Annexure-2).
5. Background Verification - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.
6. If the above terms and conditions are acceptable, kindly acknowledge this GRADUATE ENGINEER TRAINEE Offer Letter by digitally signing this offer within 7 days from the date of receipt of this mail and offer document.

If you do not digitally sign the offer letter within the above-mentioned period, the aforesaid offer automatically stands cancelled. Post registration on the above portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

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

8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with MINDTREE will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Training Program assessments
- Unauthorized absence during the Training Program
- Integrity and other disciplinary expectations

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

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

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

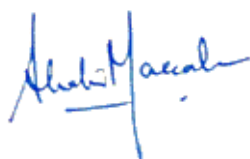
12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

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

14. 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 the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

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

Yours faithfully,
For MINDTREE Ltd.



Shalini Macaden
VICE PRESIDENT - PEOPLE FUNCTION

I have read the letter and accept the same.

AKHILA BANGUTAPU
AKHILA BANGUTAPU (Nov 8, 2022 21:34 GMT+5.5)

Nov 8, 2022

ANNEXURE-1

Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on date of Offer	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
Re-attempts/ATKTs/Backlogs/Arrears: (Diploma, Graduation, Post-Graduation)	* No active/live backlogs allowed at the time of the interview process * All backlogs (if any) must be cleared <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
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
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



Mindtree

A Larsen & Toubro Group Company

Eligibility for Maternity Leave:

As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 80 days in the organization in the twelve months immediately preceding the date of her expected date of delivery



Self-Declaration:

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that this recruitment process is completely free of cost.
3. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
4. I am flexible to work at any MINDTREE Development Center/ Customer Site/ Partner premise as per business requirement.
5. I am flexible to work in any technology/domain/work shift assigned to me based on the business requirement

Candidate Signature:

AKHILA BANGUTAPU

AKHILA BANGUTAPU (Nov 8, 2022 21:34 GMT+5.5)

Name:

AKHILA BANGUTAPU

Institute Name:

CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY

Mobile No:

8919704739

Date of interview process:

18-Sep-2022

ANNEXURE-2

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

- A. Duly acknowledged copy of the GRADUATE ENGINEER TRAINEE Offer Letter.
- B. Non-Disclosure Agreement.
- C. Two copies of your recent passport size photograph with white background.

Attested copies of the following are required:

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

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

**ANNEXURE-3****Name : AKHILA BANGUTAPU****Salary Grade : C1****Date: 05-Nov-2022**

Components	INR p.a.	INR p.m.
Basic	180,000.00	15,000.00
Bouquet of Benefits*	161,040.00	13,420.00
Statutory Bonus	21,000.00	1,750.00
A. Base Salary (p.a.)	362,040.00	30,170.00
Annual Incentive (p.a.)	0.00	
B. Total Variable (p.a.)	0.00	
C. TTC (p.a.)	362,040.00	
Provident Fund (PF)	21,600.00	1,800.00
Gratuity	8,664.00	722.00
Medicclaim Premium	7,704.00	
D. Retirals & Other Benefits	37,968.00	
Cost to Company (CTC) C + D	400,008.00	



Medical Insurance Premium:

The Group Mediciclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age). Coverage limits are as per company policy

You would also be eligible to be covered under the Group Term Life and Group Accident Insurance policy as per the company policy.

Notes:

- 1) Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
- 2) Bouquet of Benefits* /Flexi Pay consists of Flexi-components which may include HRA, Conveyance, LTA, Meal Allowance and Adhoc allowance.
- 3) H.R.A. will be deducted for accommodation (if any) provided by the Company.
- 4) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
- 5) Gratuity payment shall be as per "Payment of Gratuity Act, 1972".
- 6) 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.

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

- Any or all 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.



Code of Conduct

Summary:

Mindtree Minds are expected to follow a professional code of conduct and work ethics. The intent of this document is to lay the ground rules for professional and disciplined behavior in the office premises and/or at client locations. Mindtree cannot anticipate all situations that may arise during your employment. When in doubt about an appropriate course of conduct, please contact your supervisor or a People Function representative.

Your employment with Mindtree is subject to your acceptance of this Code of Conduct Procedure. All Mindtree Minds are required to read, understand and sign the Code of Conduct procedures when they are hired.

Objective:

To define guidelines on the professional code of conduct and work ethics in the office premises and/or at client locations.

Eligibility/Applicability:

All Mindtree Minds, Mindtree's clients, vendors, partners etc.

Code of Conduct :

The policy details various scenarios under which Code of Conduct is monitored.

1) Personal Interest v/s Mindtree's interest

In day-to-day work scenarios, you could face situations where a possible course of action would advance your personal interests at the expense of the company. In such situations, you are expected to put the best interests of the company first. When in doubt, please check with People Function and/or your Manager.

2) Use of proprietary or confidential information of third party

You should not disclose to Mindtree, bring onto Mindtree's premises or induce Mindtree to use any confidential information that belongs to anyone other than Mindtree or yourself. You are instructed neither to make use of any confidential or proprietary information of a third party in the course of performing your job duties or services, nor include or incorporate any such information with or into any product or work that you create, design, or develop for or on behalf of Mindtree in the course of performing your duties or services unless you have the prior written consent of Mindtree. Reference to 'Mindtree' above includes Mindtree's clients, vendors and partners as well.

3) Office for Profit

Without the consent of Mindtree, you are prohibited from initiating or accepting any work as an Employee, consultant, adviser or as a member of board of directors of any other company. If you wish to seek approval for such outside work, please contact your People Function representative.



4) Vendor relationship

In your capacity as a Mindtree Mind or Consultant, neither you in the capacity of employee nor any of your immediate family members can be a vendor of Mindtree. You shall not accept advice, service, or gifts or presents in kind or cash from a vendor of Mindtree with a value greater than \$25. If you receive any gifts from a vendor with a value greater than \$25, or if a vendor engages in a pattern of offering you small gifts, please inform your reporting manager or ask People Function for guidance.

5) Using Mindtree's time and assets

You should not use Mindtree's or its customers' time or any of its assets for performing outside or personal work. In addition, you should not abet, entice, motivate, help, or coerce fellow employees to use such time and assets for outside or personal work that could reasonably be construed to have a detrimental effect on Mindtree.

6) Personal Relationship

Your spouse or any other member in your immediate family may be working with a competitor or vendor of Mindtree. This calls for extra-sensitivity to confidentiality of Mindtree's information as there is a possibility that the closeness in relationship could lead to inadvertently compromising Mindtree's interest. You are requested to be aware of the potential conflicts that might arise and inform the People Function accordingly.

If you are a member of an Enabling function such as People Function, Finance, IS etc you cannot have an immediate family member employed in another function/role in Mindtree, unless it has been explicitly approved by the head of People Function.

7) Equal Opportunity

Mindtree is an equal opportunity employer and makes employment decisions on the basis of merit. The Company seeks to have the best available individual(s) in every position. Mindtree prohibits unlawful discrimination based on race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by federal, state or local laws.

Mindtree is committed to complying with all applicable laws providing equal opportunities to individuals regardless of race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by law. This responsibility applies to all persons involved in the operations of Mindtree and prohibits unlawful discrimination by any Mindtree Mind, including supervisors and coworkers.

Mindtree prohibits taking negative action against any Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation. Any Mindtree Mind who retaliates against another Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination of employment.

8) Dating/Romantic/Sexual Relationships

Mindtree recognizes that sometimes employees enter into personal relationships in the workplace, and this provision is not intended to prohibit such relationships. However, certain romantic or sexual relationships can interfere with the smooth operation of its business. Some of these relationships can also result in actual or potential disclosure of confidential or sensitive information and can have other detrimental effects. Mindtree reserves the right to determine when a relationship presents a problem in the workplace.



Without limiting its discretion to address problematic relationships or situations, Mindtree offers the following guidelines:

During working time and in working areas, employees must keep personal exchanges limited so that others are not distracted or offended, and so that productivity is maintained. During nonworking time, such as lunches, breaks and before and after work periods, employees may have appropriate personal conversations in non-work areas as long as their conversations and behaviors could not be perceived as offensive or uncomfortable to a reasonable person. Employees are strictly prohibited from engaging in conduct that would be deemed inappropriate by a reasonable person while on company premises, regardless of whether they are working at the time.

Mindtree generally considers employee off-duty conduct as private, as long as the conduct does not create problems within the workplace. Exceptions to this principle, however, involve 1) romantic or sexual relationships between supervisors and subordinates (regardless of the reporting structure) or 2) romantic or sexual relationships between any employee in the People Function or Finance departments and any other employee. Both employees involved in a relationship in either of these categories must immediately disclose to Mindtree the existence of a romantic or sexual relationship. Such required disclosure must be made in writing to People Function. People Function will provide an appropriate form upon request. Failure to make this disclosure may result in disciplinary action up to and including termination of employment. This disclosure will enable Mindtree to determine whether, given the relative positions of the individuals involved, action should be taken.

If Mindtree determines that action must be taken, it may ask one or both of the employees to transfer to another position, location, or project. If a transfer proposed by Mindtree is refused, or if Mindtree determines that the situation cannot be adequately addressed by transfer (or if Mindtree determines that transfer otherwise would not be in the best interests of Mindtree), Mindtree may terminate the employment of one or both employees. Mindtree has the sole discretion to determine whether a problem exists and how to address it. Accordingly, Mindtree is not limited to transfer and discipline/termination as its only options.

9) Personal Behavior

Mindtree expects all Mindtree Minds to be honest and fair in dealing with people, customers, vendors, competitors or others because you are the brand ambassador of Mindtree and your actions help to form others' impressions about Mindtree.

10) Breach of Discipline

As discussed above, Mindtree expects all Mindtree Minds to behave in a professional manner. Listed below are categories of inappropriate conduct that may lead to disciplinary action, up to and including termination of employment from Mindtree (This list is just illustrative and not exhaustive).

"Theft, fraud, forgery, embezzlement, misappropriation; dishonesty, harassment, indecent behavior, sexual advances, suggestive remarks, racial slurs, derogatory remarks/discrimination on - disability, veteran status, national origin, sexual orientation, race, color, religion, political affiliation, sex, or age. The list also includes forwarding/ viewing pornographic material at work or on work computers or other devices, willful insubordination, disobedience, absence without leave, habitually irregular attendance, neglect of work, willful damage of company property, disclosing/divulging trade secrets/confidential information/special processes/methodologies, unfair dealing with parties, false representation/misrepresentation, false recording/reporting of information, drunkenness, riotous behavior, commission of certain criminal offense(s), aiding or abetting any act listed herein, willful breach of law/rule / policy / guideline/procedure, working under the influence of alcohol or illegal drugs, creating/encouraging an offensive work environment, etc."



In the event Mindtree receives information suggesting that you may have engaged in any of the conduct described above, People Function personnel may require you to undergo necessary tests/assessments/inquiry as appropriate. You will be expected to cooperate in any investigation People Function or Mindtree management conducts or directs. Mindtree reserves the right to test Mindtree Minds for drug and alcohol use for cause or when a client requires testing.

11) Usage of Assets

As a Mindtree Mind, you will come in contact with the below mentioned assets as part of your job. You shall not disclose or divulge any of these assets without permission. You also shall not give false information, misinterpret or misquote any of these assets.

Information which can safely be construed as intellectual property or as copyrightable material includes the following -

- Product of ideas and hard work
- Confidential data
- Any business/functional plan
- Personal information
- Design
- Processes and know-how
- Any internal databases
- Patents /application
- Copyrighted material
- Methodologies, Services etc.

You will also ensure that company confidential information is not used for -

- Benefiting a third party,
- Having reciprocal dealings for personal benefits,
- Acquiring pirated, illegal unlicensed software,
- Receiving or giving extensive gifts/presents,
- Following any practices that lead to monopolies or restrict trade,
- Causing any violation of legal or statutory requirements, etc.

Please understand that unintentional disclosure of proprietary information can be just as harmful as intentional disclosure. Hence you are directed not to disclose Mindtree's confidential information to anyone (including fellow employees, if you are unsure of whether to divulge or not) unless otherwise required or permitted by law or directed by Mindtree management.



Mindtree

A Larsen & Toubro Group Company

12) Workplace Etiquettes

Workplace etiquette and housekeeping of personal space is a discipline. You must keep your desk space area clean at all times and should put away any papers, books, files, stationery, etc. when you close work for the day. You must ensure that you maintain minimum noise levels at all times so as not to disturb others. Please be conscious of Mindtree's Green council policy while using company / customer provided resources like printers, stationery, etc.

All Mindtree facilities/ campuses are designated as non-smoking zones. If you wish to smoke at work, please make use of designated smoking areas only.

It is imperative to safeguard the assets (computers, telephones, LCD, etc.) of the company from dishonest, illegal or willfully negligent acts. It is a serious violation to remove any assets from the company or use for personal benefit.

13) Information Disclosure

As a Mindtree Mind, you are expected to maintain the confidentiality of Mindtree's trade secrets and private or confidential information. Trade secrets may include information regarding the development of systems, processes, products, know-how and technology. If in doubt about whether a document or other information should be considered confidential, please contact your supervisor or People Function representative.

Mindtree Minds should not speak to the media on Mindtree's behalf without contacting company spokesperson/public relations personnel. All media inquiries should be directed to them.

You must be aware that Mindtree subscribes to the provisions and guidelines of security controls as defined under ISO 27001 in the current form and with any subsequent changes. In Mindtree, you are expected to adhere to the defined compliance under the security policy. Any breach of information security controls may result in disciplinary action up to and including termination of employment.

14) Information privacy

For privacy related rights please refer to the Data Privacy Policy available in People hub and <https://www.mindtree.com>.

Agreed and Accepted

Signature : AKHILA BANGUTAPU
AKHILA BANGUTAPU (Nov 8, 2022 21:34 GMT+5.5)

Name : AKHILA BANGUTAPU

Date : Nov 8, 2022



Mindtree – LTI Amalgamation

Dear AKHILA BANGUTAPU

We deeply value your decision to consider joining Mindtree and look forward to collaborating with you on building a fast-paced, progressive career for you.

Thanks to our cutting-edge digital transformation work for a growing roster of customers, we have been reporting industry-leading growth for the past several quarters despite an environment of rapid business and technology shifts. Our success speaks to the strength of our business model and the relevance of our strategic direction as an enabler of superior competitive advantage, customer experiences, and business outcomes for some of the world's most pioneering enterprises. We are now ready to take a significant leap forward in further accelerating our industry-acclaimed growth journey with an eye on the future.

In May this year, Mindtree and LTI — both Larsen & Toubro Group companies — announced a merger that will see Mindtree and LTI join strengths to create an efficient and scaled-up IT services provider called **LTIMindtree** and exceeding \$3.5 billion. Mindtree and LTI have delivered market-leading financial performance and created tremendous value for shareholders. Given that recent industry shifts such as the prominence of large deals and preference for end-to-end offerings benefit at-scale players, the two companies have decided that the time is appropriate to combine the strengths of both organizations to serve customers better.

- Significant scale benefits are anticipated through Mindtree and LTI's complementary strengths, resulting in a more robust portfolio of offerings across verticals. Enhanced customer engagement and delivery model through the industrialization of delivery and streamlined value-enabling processes to improve large-deal capabilities. These opportunities will help build stronger partnerships with ecosystem players and, most notably, a more distinctive value proposition for you, including opportunities to take on exciting, new projects and reach greater heights in your career with LTIMindtree.

The transaction is awaiting shareholder and regulatory approvals, and the formal integration will begin after that. Until then, Mindtree and LTI will continue to operate as independent companies.

Thank you once again for considering the offer to join Mindtree. We are excited about the synergies this merger between Mindtree and LTI will help unlock for all our stakeholders. When you join, you will be a part of a dynamic workforce driven by a culture of innovation and growth. We are counting on you to provide further impetus to our industry-leading growth story.

We cannot wait to welcome you onboard.

Best Regards,

Talent Acquisition Team

Mindtree






Mindtree Offer Letter

Final Audit Report

2022-11-08

Created:	2022-11-05
By:	Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAcjUd-VpLgREv_xQeK09CL2Utk6Gk9R5k

"Mindtree Offer Letter" History

-  Document created by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
2022-11-05 - 11:10:40 AM GMT- IP address: 20.44.36.221
-  Waiting for Signature by bangutapuakhila@gmail.com
2022-11-05 - 11:10:50 AM GMT
-  Signer bangutapuakhila@gmail.com entered name at signing as AKHILA BANGUTAPU
2022-11-08 - 4:04:54 PM GMT- IP address: 45.112.49.76
-  Document e-signed by AKHILA BANGUTAPU (bangutapuakhila@gmail.com)
E-signature hosted by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Signature Date: 2022-11-08 - 4:04:56 PM GMT - Time Source: server- IP address: 45.112.49.76
-  Agreement completed.
2022-11-08 - 4:04:56 PM GMT

Date: 09-Nov-2022

Name: Sai Kiran Rachakonda

College: CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY, Proddatur

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Sai Kiran Rachakonda,

Welcome to MINDTREE (hereinafter referred as the "Company"). Congratulations on being selected as a GRADUATE ENGINEER TRAINEE. This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (refer annexure 1) and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs. 25,000 pm.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You will also be issued a detailed Letter of Appointment as GRADUATE ENGINEER TRAINEE subject to you meeting the eligibility criteria as mentioned in Annexure-1. Your appointment is in accordance with the Apprentices Act, 1961.
4. Documents - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer Annexure-2).
5. Background Verification - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.
6. If the above terms and conditions are acceptable, kindly acknowledge this GRADUATE ENGINEER TRAINEE Offer Letter by digitally signing this offer within 7 days from the date of receipt of this mail and offer document.

If you do not digitally sign the offer letter within the above-mentioned period, the aforesaid offer automatically stands cancelled. Post registration on the above portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

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

8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with MINDTREE will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Training Program assessments
- Unauthorized absence during the Training Program
- Integrity and other disciplinary expectations

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

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

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

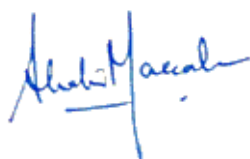
12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

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

14. 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 the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

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

Yours faithfully,
For MINDTREE Ltd.



Shalini Macaden
VICE PRESIDENT - PEOPLE FUNCTION

I have read the letter and accept the same.



Nov 11, 2022

ANNEXURE-1

Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on date of Offer	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
Re-attempts/ATKTs/Backlogs/Arrears: (Diploma, Graduation, Post-Graduation)	* No active/live backlogs allowed at the time of the interview process * All backlogs (if any) must be cleared <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
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
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



Mindtree

A Larsen & Toubro Group Company

Eligibility for Maternity Leave:

As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 80 days in the organization in the twelve months immediately preceding the date of her expected date of delivery



Self-Declaration:

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that this recruitment process is completely free of cost.
3. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
4. I am flexible to work at any MINDTREE Development Center/ Customer Site/ Partner premise as per business requirement.
5. I am flexible to work in any technology/domain/work shift assigned to me based on the business requirement

Candidate Signature:

Name:

Sai Kiran Rachakonda

Institute Name:

CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY

Mobile No:

9676221576

Date of interview process:

18-Sep-2022

ANNEXURE-2

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

- A. Duly acknowledged copy of the GRADUATE ENGINEER TRAINEE Offer Letter.
- B. Non-Disclosure Agreement.
- C. Two copies of your recent passport size photograph with white background.

Attested copies of the following are required:

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

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

**ANNEXURE-3****Name : Sai Kiran Rachakonda**
Salary Grade : C1**Date: 09-Nov-2022**

Components	INR p.a.	INR p.m.
Basic	180,000.00	15,000.00
Bouquet of Benefits*	161,040.00	13,420.00
Statutory Bonus	21,000.00	1,750.00
A. Base Salary (p.a.)	362,040.00	30,170.00
Annual Incentive (p.a.)	0.00	
B. Total Variable (p.a.)	0.00	
C. TTC (p.a.)	362,040.00	
Provident Fund (PF)	21,600.00	1,800.00
Gratuity	8,664.00	722.00
Mediclaime Premium	7,704.00	
D. Retirals & Other Benefits	37,968.00	
Cost to Company (CTC) C + D	400,008.00	



Medical Insurance Premium:

The Group Mediciclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age). Coverage limits are as per company policy

You would also be eligible to be covered under the Group Term Life and Group Accident Insurance policy as per the company policy.

Notes:

- 1) Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
- 2) Bouquet of Benefits* /Flexi Pay consists of Flexi-components which may include HRA, Conveyance, LTA, Meal Allowance and Adhoc allowance.
- 3) H.R.A. will be deducted for accommodation (if any) provided by the Company.
- 4) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
- 5) Gratuity payment shall be as per "Payment of Gratuity Act, 1972".
- 6) 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.

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

- Any or all 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.



Code of Conduct

Summary:

Mindtree Minds are expected to follow a professional code of conduct and work ethics. The intent of this document is to lay the ground rules for professional and disciplined behavior in the office premises and/or at client locations. Mindtree cannot anticipate all situations that may arise during your employment. When in doubt about an appropriate course of conduct, please contact your supervisor or a People Function representative.

Your employment with Mindtree is subject to your acceptance of this Code of Conduct Procedure. All Mindtree Minds are required to read, understand and sign the Code of Conduct procedures when they are hired.

Objective:

To define guidelines on the professional code of conduct and work ethics in the office premises and/or at client locations.

Eligibility/Applicability:

All Mindtree Minds, Mindtree's clients, vendors, partners etc.

Code of Conduct :

The policy details various scenarios under which Code of Conduct is monitored.

1) Personal Interest v/s Mindtree's interest

In day-to-day work scenarios, you could face situations where a possible course of action would advance your personal interests at the expense of the company. In such situations, you are expected to put the best interests of the company first. When in doubt, please check with People Function and/or your Manager.

2) Use of proprietary or confidential information of third party

You should not disclose to Mindtree, bring onto Mindtree's premises or induce Mindtree to use any confidential information that belongs to anyone other than Mindtree or yourself. You are instructed neither to make use of any confidential or proprietary information of a third party in the course of performing your job duties or services, nor include or incorporate any such information with or into any product or work that you create, design, or develop for or on behalf of Mindtree in the course of performing your duties or services unless you have the prior written consent of Mindtree. Reference to 'Mindtree' above includes Mindtree's clients, vendors and partners as well.

3) Office for Profit

Without the consent of Mindtree, you are prohibited from initiating or accepting any work as an Employee, consultant, adviser or as a member of board of directors of any other company. If you wish to seek approval for such outside work, please contact your People Function representative.



4) Vendor relationship

In your capacity as a Mindtree Mind or Consultant, neither you in the capacity of employee nor any of your immediate family members can be a vendor of Mindtree. You shall not accept advice, service, or gifts or presents in kind or cash from a vendor of Mindtree with a value greater than \$25. If you receive any gifts from a vendor with a value greater than \$25, or if a vendor engages in a pattern of offering you small gifts, please inform your reporting manager or ask People Function for guidance.

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If you are a member of an Enabling function such as People Function, Finance, IS etc you cannot have an immediate family member employed in another function/role in Mindtree, unless it has been explicitly approved by the head of People Function.

7) Equal Opportunity

Mindtree is an equal opportunity employer and makes employment decisions on the basis of merit. The Company seeks to have the best available individual(s) in every position. Mindtree prohibits unlawful discrimination based on race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by federal, state or local laws.

Mindtree is committed to complying with all applicable laws providing equal opportunities to individuals regardless of race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by law. This responsibility applies to all persons involved in the operations of Mindtree and prohibits unlawful discrimination by any Mindtree Mind, including supervisors and coworkers.

Mindtree prohibits taking negative action against any Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation. Any Mindtree Mind who retaliates against another Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination of employment.

8) Dating/Romantic/Sexual Relationships

Mindtree recognizes that sometimes employees enter into personal relationships in the workplace, and this provision is not intended to prohibit such relationships. However, certain romantic or sexual relationships can interfere with the smooth operation of its business. Some of these relationships can also result in actual or potential disclosure of confidential or sensitive information and can have other detrimental effects. Mindtree reserves the right to determine when a relationship presents a problem in the workplace.



Without limiting its discretion to address problematic relationships or situations, Mindtree offers the following guidelines:

During working time and in working areas, employees must keep personal exchanges limited so that others are not distracted or offended, and so that productivity is maintained. During nonworking time, such as lunches, breaks and before and after work periods, employees may have appropriate personal conversations in non-work areas as long as their conversations and behaviors could not be perceived as offensive or uncomfortable to a reasonable person. Employees are strictly prohibited from engaging in conduct that would be deemed inappropriate by a reasonable person while on company premises, regardless of whether they are working at the time.

Mindtree generally considers employee off-duty conduct as private, as long as the conduct does not create problems within the workplace. Exceptions to this principle, however, involve 1) romantic or sexual relationships between supervisors and subordinates (regardless of the reporting structure) or 2) romantic or sexual relationships between any employee in the People Function or Finance departments and any other employee. Both employees involved in a relationship in either of these categories must immediately disclose to Mindtree the existence of a romantic or sexual relationship. Such required disclosure must be made in writing to People Function. People Function will provide an appropriate form upon request. Failure to make this disclosure may result in disciplinary action up to and including termination of employment. This disclosure will enable Mindtree to determine whether, given the relative positions of the individuals involved, action should be taken.

If Mindtree determines that action must be taken, it may ask one or both of the employees to transfer to another position, location, or project. If a transfer proposed by Mindtree is refused, or if Mindtree determines that the situation cannot be adequately addressed by transfer (or if Mindtree determines that transfer otherwise would not be in the best interests of Mindtree), Mindtree may terminate the employment of one or both employees. Mindtree has the sole discretion to determine whether a problem exists and how to address it. Accordingly, Mindtree is not limited to transfer and discipline/termination as its only options.

9) Personal Behavior

Mindtree expects all Mindtree Minds to be honest and fair in dealing with people, customers, vendors, competitors or others because you are the brand ambassador of Mindtree and your actions help to form others' impressions about Mindtree.

10) Breach of Discipline

As discussed above, Mindtree expects all Mindtree Minds to behave in a professional manner. Listed below are categories of inappropriate conduct that may lead to disciplinary action, up to and including termination of employment from Mindtree (This list is just illustrative and not exhaustive).

"Theft, fraud, forgery, embezzlement, misappropriation; dishonesty, harassment, indecent behavior, sexual advances, suggestive remarks, racial slurs, derogatory remarks/discrimination on - disability, veteran status, national origin, sexual orientation, race, color, religion, political affiliation, sex, or age. The list also includes forwarding/ viewing pornographic material at work or on work computers or other devices, willful insubordination, disobedience, absence without leave, habitually irregular attendance, neglect of work, willful damage of company property, disclosing/divulging trade secrets/confidential information/special processes/methodologies, unfair dealing with parties, false representation/misrepresentation, false recording/reporting of information, drunkenness, riotous behavior, commission of certain criminal offense(s), aiding or abetting any act listed herein, willful breach of law/rule / policy / guideline/procedure, working under the influence of alcohol or illegal drugs, creating/encouraging an offensive work environment, etc."



In the event Mindtree receives information suggesting that you may have engaged in any of the conduct described above, People Function personnel may require you to undergo necessary tests/assessments/inquiry as appropriate. You will be expected to cooperate in any investigation People Function or Mindtree management conducts or directs. Mindtree reserves the right to test Mindtree Minds for drug and alcohol use for cause or when a client requires testing.

11) Usage of Assets

As a Mindtree Mind, you will come in contact with the below mentioned assets as part of your job. You shall not disclose or divulge any of these assets without permission. You also shall not give false information, misinterpret or misquote any of these assets.

Information which can safely be construed as intellectual property or as copyrightable material includes the following -

- Product of ideas and hard work
- Confidential data
- Any business/functional plan
- Personal information
- Design
- Processes and know-how
- Any internal databases
- Patents /application
- Copyrighted material
- Methodologies, Services etc.

You will also ensure that company confidential information is not used for -

- Benefiting a third party,
- Having reciprocal dealings for personal benefits,
- Acquiring pirated, illegal unlicensed software,
- Receiving or giving extensive gifts/presents,
- Following any practices that lead to monopolies or restrict trade,
- Causing any violation of legal or statutory requirements, etc.

Please understand that unintentional disclosure of proprietary information can be just as harmful as intentional disclosure. Hence you are directed not to disclose Mindtree's confidential information to anyone (including fellow employees, if you are unsure of whether to divulge or not) unless otherwise required or permitted by law or directed by Mindtree management.



12) Workplace Etiquettes

Workplace etiquette and housekeeping of personal space is a discipline. You must keep your desk space area clean at all times and should put away any papers, books, files, stationery, etc. when you close work for the day. You must ensure that you maintain minimum noise levels at all times so as not to disturb others. Please be conscious of Mindtree's Green council policy while using company / customer provided resources like printers, stationery, etc.

All Mindtree facilities/ campuses are designated as non-smoking zones. If you wish to smoke at work, please make use of designated smoking areas only.

It is imperative to safeguard the assets (computers, telephones, LCD, etc.) of the company from dishonest, illegal or willfully negligent acts. It is a serious violation to remove any assets from the company or use for personal benefit.

13) Information Disclosure

As a Mindtree Mind, you are expected to maintain the confidentiality of Mindtree's trade secrets and private or confidential information. Trade secrets may include information regarding the development of systems, processes, products, know-how and technology. If in doubt about whether a document or other information should be considered confidential, please contact your supervisor or People Function representative.


Mindtree Minds should not speak to the media on Mindtree's behalf without contacting company spokesperson/public relations personnel. All media inquiries should be directed to them.

You must be aware that Mindtree subscribes to the provisions and guidelines of security controls as defined under ISO 27001 in the current form and with any subsequent changes. In Mindtree, you are expected to adhere to the defined compliance under the security policy. Any breach of information security controls may result in disciplinary action up to and including termination of employment.

14) Information privacy

For privacy related rights please refer to the Data Privacy Policy available in People hub and <https://www.mindtree.com>.

Agreed and Accepted

Signature : 

Name : Rachakonda Sai Kira

Date : Nov 11, 2022



Mindtree – LTI Amalgamation

Dear Sai Kiran Rachakonda

We deeply value your decision to consider joining Mindtree and look forward to collaborating with you on building a fast-paced, progressive career for you.

Thanks to our cutting-edge digital transformation work for a growing roster of customers, we have been reporting industry-leading growth for the past several quarters despite an environment of rapid business and technology shifts. Our success speaks to the strength of our business model and the relevance of our strategic direction as an enabler of superior competitive advantage, customer experiences, and business outcomes for some of the world's most pioneering enterprises. We are now ready to take a significant leap forward in further accelerating our industry-acclaimed growth journey with an eye on the future.

In May this year, Mindtree and LTI — both Larsen & Toubro Group companies — announced a merger that will see Mindtree and LTI join strengths to create an efficient and scaled-up IT services provider called **LTIMindtree** and exceeding \$3.5 billion. Mindtree and LTI have delivered market-leading financial performance and created tremendous value for shareholders. Given that recent industry shifts such as the prominence of large deals and preference for end-to-end offerings benefit at-scale players, the two companies have decided that the time is appropriate to combine the strengths of both organizations to serve customers better.

- Significant scale benefits are anticipated through Mindtree and LTI's complementary strengths, resulting in a more robust portfolio of offerings across verticals. Enhanced customer engagement and delivery model through the industrialization of delivery and streamlined value-enabling processes to improve large-deal capabilities. These opportunities will help build stronger partnerships with ecosystem players and, most notably, a more distinctive value proposition for you, including opportunities to take on exciting, new projects and reach greater heights in your career with LTIMindtree.

The transaction is awaiting shareholder and regulatory approvals, and the formal integration will begin after that. Until then, Mindtree and LTI will continue to operate as independent companies.

Thank you once again for considering the offer to join Mindtree. We are excited about the synergies this merger between Mindtree and LTI will help unlock for all our stakeholders. When you join, you will be a part of a dynamic workforce driven by a culture of innovation and growth. We are counting on you to provide further impetus to our industry-leading growth story.

We cannot wait to welcome you onboard.

Best Regards,

Talent Acquisition Team

Mindtree

Date: 05-Nov-2022

Name: saba iram

College: CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY, Proddatur

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear saba iram,

Welcome to MINDTREE (hereinafter referred as the "Company"). Congratulations on being selected as a GRADUATE ENGINEER TRAINEE. This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (refer annexure 1) and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs. 25,000 pm.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You will also be issued a detailed Letter of Appointment as GRADUATE ENGINEER TRAINEE subject to you meeting the eligibility criteria as mentioned in Annexure-1. Your appointment is in accordance with the Apprentices Act, 1961.
4. Documents - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer Annexure-2).
5. Background Verification - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.
6. If the above terms and conditions are acceptable, kindly acknowledge this GRADUATE ENGINEER TRAINEE Offer Letter by digitally signing this offer within 7 days from the date of receipt of this mail and offer document.

If you do not digitally sign the offer letter within the above-mentioned period, the aforesaid offer automatically stands cancelled. Post registration on the above portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

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

8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with MINDTREE will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Training Program assessments
- Unauthorized absence during the Training Program
- Integrity and other disciplinary expectations

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

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

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

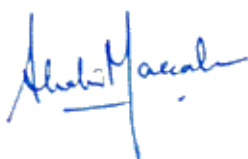
12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

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

14. 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 the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

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

Yours faithfully,
For MINDTREE Ltd.



Shalini Macaden
VICE PRESIDENT - PEOPLE FUNCTION

I have read the letter and accept the same.

Saba
Nov 8, 2022

ANNEXURE-1

Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on date of Offer	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
Re-attempts/ATKTs/Backlogs/Arrears: (Diploma, Graduation, Post-Graduation)	* No active/live backlogs allowed at the time of the interview process * All backlogs (if any) must be cleared <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
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
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



Mindtree

A Larsen & Toubro Group Company

Eligibility for Maternity Leave:

As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 80 days in the organization in the twelve months immediately preceding the date of her expected date of delivery



Self-Declaration:

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that this recruitment process is completely free of cost.
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4. I am flexible to work at any MINDTREE Development Center/ Customer Site/ Partner premise as per business requirement.
5. I am flexible to work in any technology/domain/work shift assigned to me based on the business requirement

Candidate Signature:

Saba

Name:

saba iram

Institute Name:

CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY

Mobile No:

6301203090

Date of interview process:

18-Sep-2022

ANNEXURE-2

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

- A. Duly acknowledged copy of the GRADUATE ENGINEER TRAINEE Offer Letter.
- B. Non-Disclosure Agreement.
- C. Two copies of your recent passport size photograph with white background.

Attested copies of the following are required:

- 1. Proof of age.
- 2. SSC/HSC or equivalent examination mark sheets.
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- 4. Passport first & last page.
- 5. Four-wheeler Driving License.
- 6. Pan card.
- 7. Aadhar card.

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

**ANNEXURE-3****Name : saba iram****Salary Grade : C1****Date: 05-Nov-2022**

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2) Use of proprietary or confidential information of third party

You should not disclose to Mindtree, bring onto Mindtree's premises or induce Mindtree to use any confidential information that belongs to anyone other than Mindtree or yourself. You are instructed neither to make use of any confidential or proprietary information of a third party in the course of performing your job duties or services, nor include or incorporate any such information with or into any product or work that you create, design, or develop for or on behalf of Mindtree in the course of performing your duties or services unless you have the prior written consent of Mindtree. Reference to 'Mindtree' above includes Mindtree's clients, vendors and partners as well.

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If you are a member of an Enabling function such as People Function, Finance, IS etc you cannot have an immediate family member employed in another function/role in Mindtree, unless it has been explicitly approved by the head of People Function.

7) Equal Opportunity

Mindtree is an equal opportunity employer and makes employment decisions on the basis of merit. The Company seeks to have the best available individual(s) in every position. Mindtree prohibits unlawful discrimination based on race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by federal, state or local laws.

Mindtree is committed to complying with all applicable laws providing equal opportunities to individuals regardless of race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by law. This responsibility applies to all persons involved in the operations of Mindtree and prohibits unlawful discrimination by any Mindtree Mind, including supervisors and coworkers.

Mindtree prohibits taking negative action against any Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation. Any Mindtree Mind who retaliates against another Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination of employment.

8) Dating/Romantic/Sexual Relationships

Mindtree recognizes that sometimes employees enter into personal relationships in the workplace, and this provision is not intended to prohibit such relationships. However, certain romantic or sexual relationships can interfere with the smooth operation of its business. Some of these relationships can also result in actual or potential disclosure of confidential or sensitive information and can have other detrimental effects. Mindtree reserves the right to determine when a relationship presents a problem in the workplace.



Without limiting its discretion to address problematic relationships or situations, Mindtree offers the following guidelines:

During working time and in working areas, employees must keep personal exchanges limited so that others are not distracted or offended, and so that productivity is maintained. During nonworking time, such as lunches, breaks and before and after work periods, employees may have appropriate personal conversations in non-work areas as long as their conversations and behaviors could not be perceived as offensive or uncomfortable to a reasonable person. Employees are strictly prohibited from engaging in conduct that would be deemed inappropriate by a reasonable person while on company premises, regardless of whether they are working at the time.

Mindtree generally considers employee off-duty conduct as private, as long as the conduct does not create problems within the workplace. Exceptions to this principle, however, involve 1) romantic or sexual relationships between supervisors and subordinates (regardless of the reporting structure) or 2) romantic or sexual relationships between any employee in the People Function or Finance departments and any other employee. Both employees involved in a relationship in either of these categories must immediately disclose to Mindtree the existence of a romantic or sexual relationship. Such required disclosure must be made in writing to People Function. People Function will provide an appropriate form upon request. Failure to make this disclosure may result in disciplinary action up to and including termination of employment. This disclosure will enable Mindtree to determine whether, given the relative positions of the individuals involved, action should be taken.

If Mindtree determines that action must be taken, it may ask one or both of the employees to transfer to another position, location, or project. If a transfer proposed by Mindtree is refused, or if Mindtree determines that the situation cannot be adequately addressed by transfer (or if Mindtree determines that transfer otherwise would not be in the best interests of Mindtree), Mindtree may terminate the employment of one or both employees. Mindtree has the sole discretion to determine whether a problem exists and how to address it. Accordingly, Mindtree is not limited to transfer and discipline/termination as its only options.

9) Personal Behavior

Mindtree expects all Mindtree Minds to be honest and fair in dealing with people, customers, vendors, competitors or others because you are the brand ambassador of Mindtree and your actions help to form others' impressions about Mindtree.

10) Breach of Discipline

As discussed above, Mindtree expects all Mindtree Minds to behave in a professional manner. Listed below are categories of inappropriate conduct that may lead to disciplinary action, up to and including termination of employment from Mindtree (This list is just illustrative and not exhaustive).

"Theft, fraud, forgery, embezzlement, misappropriation; dishonesty, harassment, indecent behavior, sexual advances, suggestive remarks, racial slurs, derogatory remarks/discrimination on - disability, veteran status, national origin, sexual orientation, race, color, religion, political affiliation, sex, or age. The list also includes forwarding/ viewing pornographic material at work or on work computers or other devices, willful insubordination, disobedience, absence without leave, habitually irregular attendance, neglect of work, willful damage of company property, disclosing/divulging trade secrets/confidential information/special processes/methodologies, unfair dealing with parties, false representation/misrepresentation, false recording/reporting of information, drunkenness, riotous behavior, commission of certain criminal offense(s), aiding or abetting any act listed herein, willful breach of law/rule / policy / guideline/procedure, working under the influence of alcohol or illegal drugs, creating/encouraging an offensive work environment, etc."



In the event Mindtree receives information suggesting that you may have engaged in any of the conduct described above, People Function personnel may require you to undergo necessary tests/assessments/inquiry as appropriate. You will be expected to cooperate in any investigation People Function or Mindtree management conducts or directs. Mindtree reserves the right to test Mindtree Minds for drug and alcohol use for cause or when a client requires testing.

11) Usage of Assets

As a Mindtree Mind, you will come in contact with the below mentioned assets as part of your job. You shall not disclose or divulge any of these assets without permission. You also shall not give false information, misinterpret or misquote any of these assets.

Information which can safely be construed as intellectual property or as copyrightable material includes the following -

- Product of ideas and hard work
- Confidential data
- Any business/functional plan
- Personal information
- Design
- Processes and know-how
- Any internal databases
- Patents /application
- Copyrighted material
- Methodologies, Services etc.

You will also ensure that company confidential information is not used for -

- Benefiting a third party,
- Having reciprocal dealings for personal benefits,
- Acquiring pirated, illegal unlicensed software,
- Receiving or giving extensive gifts/presents,
- Following any practices that lead to monopolies or restrict trade,
- Causing any violation of legal or statutory requirements, etc.

Please understand that unintentional disclosure of proprietary information can be just as harmful as intentional disclosure. Hence you are directed not to disclose Mindtree's confidential information to anyone (including fellow employees, if you are unsure of whether to divulge or not) unless otherwise required or permitted by law or directed by Mindtree management.



12) Workplace Etiquettes

Workplace etiquette and housekeeping of personal space is a discipline. You must keep your desk space area clean at all times and should put away any papers, books, files, stationery, etc. when you close work for the day. You must ensure that you maintain minimum noise levels at all times so as not to disturb others. Please be conscious of Mindtree's Green council policy while using company / customer provided resources like printers, stationery, etc.

All Mindtree facilities/ campuses are designated as non-smoking zones. If you wish to smoke at work, please make use of designated smoking areas only.

It is imperative to safeguard the assets (computers, telephones, LCD, etc.) of the company from dishonest, illegal or willfully negligent acts. It is a serious violation to remove any assets from the company or use for personal benefit.

13) Information Disclosure

As a Mindtree Mind, you are expected to maintain the confidentiality of Mindtree's trade secrets and private or confidential information. Trade secrets may include information regarding the development of systems, processes, products, know-how and technology. If in doubt about whether a document or other information should be considered confidential, please contact your supervisor or People Function representative.

Mindtree Minds should not speak to the media on Mindtree's behalf without contacting company spokesperson/public relations personnel. All media inquiries should be directed to them.

You must be aware that Mindtree subscribes to the provisions and guidelines of security controls as defined under ISO 27001 in the current form and with any subsequent changes. In Mindtree, you are expected to adhere to the defined compliance under the security policy. Any breach of information security controls may result in disciplinary action up to and including termination of employment.

14) Information privacy

For privacy related rights please refer to the Data Privacy Policy available in People hub and <https://www.mindtree.com>.

Agreed and Accepted

Signature : *Saba*

Name : Saba Iram

Date : Nov 8, 2022



Mindtree – LTI Amalgamation

Dear saba iram

We deeply value your decision to consider joining Mindtree and look forward to collaborating with you on building a fast-paced, progressive career for you.

Thanks to our cutting-edge digital transformation work for a growing roster of customers, we have been reporting industry-leading growth for the past several quarters despite an environment of rapid business and technology shifts. Our success speaks to the strength of our business model and the relevance of our strategic direction as an enabler of superior competitive advantage, customer experiences, and business outcomes for some of the world's most pioneering enterprises. We are now ready to take a significant leap forward in further accelerating our industry-acclaimed growth journey with an eye on the future.

In May this year, Mindtree and LTI — both Larsen & Toubro Group companies — announced a merger that will see Mindtree and LTI join strengths to create an efficient and scaled-up IT services provider called **LTIMindtree** and exceeding \$3.5 billion. Mindtree and LTI have delivered market-leading financial performance and created tremendous value for shareholders. Given that recent industry shifts such as the prominence of large deals and preference for end-to-end offerings benefit at-scale players, the two companies have decided that the time is appropriate to combine the strengths of both organizations to serve customers better.

- Significant scale benefits are anticipated through Mindtree and LTI's complementary strengths, resulting in a more robust portfolio of offerings across verticals. Enhanced customer engagement and delivery model through the industrialization of delivery and streamlined value-enabling processes to improve large-deal capabilities. These opportunities will help build stronger partnerships with ecosystem players and, most notably, a more distinctive value proposition for you, including opportunities to take on exciting, new projects and reach greater heights in your career with LTIMindtree.

The transaction is awaiting shareholder and regulatory approvals, and the formal integration will begin after that. Until then, Mindtree and LTI will continue to operate as independent companies.

Thank you once again for considering the offer to join Mindtree. We are excited about the synergies this merger between Mindtree and LTI will help unlock for all our stakeholders. When you join, you will be a part of a dynamic workforce driven by a culture of innovation and growth. We are counting on you to provide further impetus to our industry-leading growth story.

We cannot wait to welcome you onboard.

Best Regards,

Talent Acquisition Team

Mindtree

Getting businesses +
to the **future, faster.**






Mindtree Offer Letter

Final Audit Report

2022-11-08

Created:	2022-11-05
By:	Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAL3Qn1Vwh2zhrQfUUC2G5xc1RK6lz5Dy

"Mindtree Offer Letter" History

-  Document created by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
2022-11-05 - 11:31:32 AM GMT- IP address: 20.44.36.221
-  Waiting for Signature by sabairam436@gmail.com
2022-11-05 - 11:31:36 AM GMT
-  Signer sabairam436@gmail.com entered name at signing as Saba Iram
2022-11-08 - 5:39:29 AM GMT- IP address: 157.48.161.6
-  Document e-signed by Saba Iram (sabairam436@gmail.com)
E-signature hosted by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Signature Date: 2022-11-08 - 5:39:31 AM GMT - Time Source: server- IP address: 157.48.161.6
-  Agreement completed.
2022-11-08 - 5:39:31 AM GMT



To,

Name : Bhukya Nagamani

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

Dear Bhukya Nagamani,

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 as well as using any unethical, unauthorized or wrongful/unfair means during any assessments or during the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked with immediate effect.

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

- After a new joiner has completed the Fundamental Skill Primers Program; they will need to undergo further Accenture stream specific trainings and assessments.

Each of such assessments including Primer assessment will add towards the final score. A min. of 60% will needed to be scored for successful clearance. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning program.

If potential new joiners are unable to complete the Accenture specific stream training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

By completing 100% of Fundamental Skill Primers online modules before the Fundamental Skill Primers assessment and scoring 75% or above in the Fundamental Skill Primers assessment, a potential new joiner will be eligible for a learning Incentive of INR 10,000.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A**. Specific details will be mentioned in your formal offer letter.

Annexure A

- Career Level - 12
- Proposed role - **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.
- **Maximum Annual Total earning potential – INR 4,15,500 /-**
- **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.
- **Additional Notional Benefits: Gratuity** for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic) – **INR 6,400 /-**
Notional Insurance Premium paid by Company – **INR 11,400 /-**
- **Annual Total earning potential + Additional Notional Benefits – INR 4,58,300/-**

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”

Date: 09-Nov-2022

Name: MOHD IRFAN

College: CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY, Proddatur

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear MOHD IRFAN,

Welcome to MINDTREE (hereinafter referred as the "Company"). Congratulations on being selected as a GRADUATE ENGINEER TRAINEE. This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (refer annexure 1) and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs. 25,000 pm.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You will also be issued a detailed Letter of Appointment as GRADUATE ENGINEER TRAINEE subject to you meeting the eligibility criteria as mentioned in Annexure-1. Your appointment is in accordance with the Apprentices Act, 1961.
4. Documents - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer Annexure-2).
5. Background Verification - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.
6. If the above terms and conditions are acceptable, kindly acknowledge this GRADUATE ENGINEER TRAINEE Offer Letter by digitally signing this offer within 7 days from the date of receipt of this mail and offer document.

If you do not digitally sign the offer letter within the above-mentioned period, the aforesaid offer automatically stands cancelled. Post registration on the above portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

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

8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with MINDTREE will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Training Program assessments
- Unauthorized absence during the Training Program
- Integrity and other disciplinary expectations

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

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

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

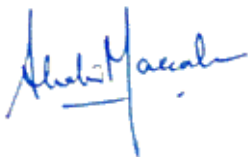
12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

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

14. 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 the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

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

Yours faithfully,
For MINDTREE Ltd.



Shalini Macaden
VICE PRESIDENT - PEOPLE FUNCTION

I have read the letter and accept the same.



Nov 11, 2022



EMPLOYMENT AGREEMENT

29-SEP-2022

BETWEEN

AVEVA SOLUTIONS INDIA LLP

AND

SHRAVYA SARUGU

This employment agreement is entered at **Hyderabad**, on **29-Sep-2022**

BY AND BETWEEN:

- (1) **AVEVA Solutions India LLP**, a company having its registered office at [Tower 1, 2nd Floor, Wave Rock, S Y No. 115 TSIIIC IT/ITES SEZ, Nanakramguda, Hyderabad TG 500008, India] hereinafter referred to as the **Company** which expression shall, unless contrary to the context or meaning thereof be deemed to mean its successors in business and permitted assigns;

AND

Shravya Sarugu a citizen of India, with address at H.No. 2-6-76/1, Jawahar Road, Nizamabad, Hyderabad, 503001, NIZAMABAD, Hyderabad, India – 503001.

The Company and the Employee are collectively referred to as the **Parties** and individually as the **Party**.

1. APPOINTMENT

- 1.1 The Employee shall commence employment with the Company on **17-July-2023** as the **Graduate Trainee** at Job Level **B**.
- 1.2 The Employee shall be bound by the terms and conditions laid down in the Agreement. The Employee will report to **R&D Manager, Product Test**. The Employee's designation and reporting relationship may undergo a change from time to time as may be determined by the Company.
- 1.3 The employment is conditional upon completion of a background check of the Employee. Should any information provided by the Employee be determined as false, or material information has been withheld during the recruitment process, it will be considered a breach of the Agreement and the Company may then terminate employment without providing any notice or pay in lieu thereof.
- 1.4 The employment is further subject to the Employee maintaining his/her right to work in India (including any requirements under immigration laws).

2. PROBATION

- 2.1 The Employee will initially be on probation for a period of [6] months from the Effective Date. The confirmation of service with the Company is subject to the Employee's satisfactory performance during the period of probation. The Company reserves the right to (i) extend the period of probation and (ii) terminate employment at its sole discretion at any time during the probation period, without notice/ with 15 days' notice (or pay in lieu thereof) or such other notice as required under law.
- 2.2 The Employee will continue to be on probation, till the time he/she is given an order in writing, confirming his/her services.

3. PLACE OF WORK

- 3.1 The Employee's principal place of employment shall be at **Hyderabad** India. The Employee may be required to (i) relocate to other locations in India or abroad permanently or for a specific duration; and/or (ii) undertake such travel in and outside India, from time to time, as may be necessary in the interests of the Company's business.
- 3.2 If the Company believes that the nature of the Employees' duties and responsibilities are such that the Employee may work from home, the Company, in its discretion, may on a case to case basis, allow the Employee to work from home, for such period as the Company may deem fit. If the Company allows an Employee to work from home, the Employee would be responsible for ensuring that their home is a suitable and safe place of work.

4. DUTIES AND RESPONSIBILITIES

- 4.1 The Employee is required to carry out all duties that are normally associated with employment in the Company or for such Group Companies as the Company may direct. Group Companies for the purpose of this Agreement includes the Company, its subsidiaries or holding companies and any subsidiary of any holding company that may be formed from time to time. The Company reserves its right to assign such additional alternative duties to the Employee, as it may deem appropriate from time to time.
- 4.2 The Employee agrees to comply with the Company's decision should it consider it necessary or appropriate to change the Employee's job title, reporting relationships, job duties and responsibilities, the legal entity that employs the Employee and the jurisdiction where the Employee is expected to perform his/her duties (despite location of his/her residence) on the basis of the Employee's performance or the Company's business requirements. Any such change shall not be deemed to violate the terms of this Agreement or constitute any basis for constructive or involuntary termination of employment, provided that the Employee's base salary is not reduced and the Employee's other remuneration for services rendered to the Company is not substantially reduced.
- 4.3 During the subsistence of this Agreement, the Employee shall devote full working time, attention and energy to the performance of the duties assigned to him. The Employee shall not, whether directly or indirectly, be employed, engaged, concerned or interested in any manner whatsoever in any trade, business or profession other than the business of the Company or accept any appointment to any office (including directorships) whether for gain or otherwise without the written consent of the Company. Should the Employee receive written consent under this Clause to conduct any such external activity, he/she shall not utilize the assets, resources and time of the Company for such external activities.
- 4.4 The Employee shall, at all times, be subject to and bound by the policies, rules and regulations of the Company as may be updated from time to time or as may be brought to the notice of the Employee by the Company.
- 4.5 The Employee shall not have the right or the authority to make any representation, contract or commitment for or on behalf of the Company without obtaining the prior written permission of the Company in this regard. The Employee shall have no authority, implied or otherwise, to pledge the credit of the Company. In the event the Company is held liable for any damage, loss, claim or action arising directly or indirectly from any action of the



Employee in violation of this Clause, the Employee shall indemnify the Company to the maximum extent permissible under the laws for the time being in force in India.

- 4.6 The Employee shall at all times act faithfully, diligently, in good faith and in compliance with the laws.

5. WORKING HOURS

- 5.1 The Employee shall work **40** hours per week based 5 day working week. The normal working time is between 9 AM and 6 PM. However, the Company may at its discretion change the normal working time. If necessary, the Employee shall work such additional hours as may be necessary for the Employee to perform his/her duties effectively and otherwise in accordance with the Company's policies pertaining to the same, as per the laws of India.

6. COMPENSATION AND BENEFITS

- 6.1 In consideration of the services rendered by the Employee to the Company, the Employee is entitled to receive a gross annual salary of **INR 665000** (this includes Global Annual Bonus Plan and will be paid out as per Clause (6.4) of this contract) subject to deduction of tax at source. A detailed break-up of the salary, allowances and benefits is annexed as Annexure – 1 of this Agreement. The Employee will be solely liable for his/her personal tax liabilities and the Company makes no assurances that the remuneration has been structured in the most tax efficient manner or tax treatment applicable to certain emoluments, allowances or benefits will continue for the entire term of employment. The salary shall be paid in accordance with the Company's normal payroll practices. The breakdown of the salary 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 the Employee may face due to such revisions.

- 6.2 The Employee's compensation will be reviewed periodically by the Company and any increase will be discretionary and subject to and on basis of effective performance and Company results during the period.

- 6.3 The Employee shall be eligible to be considered for performance-based bonuses, and/or other such schemes as may be applicable to the confirmed employees and under such terms and conditions as formulated by the Company from time to time.

6.4 GLOBAL ANNUAL BONUS PLAN

- 6.4.1 You are eligible to participate in the Global Annual Bonus Plan, the terms of which will be notified to you. Any bonus payment made to you under this plan shall be purely discretionary and shall be subject to the rules of the Global Annual Bonus Plan in force from time to time.

- 6.4.2 If the Employer pays you a bonus payment in one financial year, it shall not be obliged to make any bonus payments to you in subsequent financial years. The Employer reserves the right, at its absolute and sole discretion, to amend the terms of the scheme from time to time (and at least annually) or withdraw the scheme in its entirety.

6.4.3 No bonus will be payable if you have given or received notice (for any reason) or if you are no longer employed when the sum becomes due and payable.

6.4.4 Any bonus payment made to you shall not be pensionable nor shall it form part of your contractual remuneration.

7. LEAVE AND VACATION

7.1 The Employee shall be entitled to leave and holidays in accordance with the Company's policy as amended from time to time.

8. EXPENSES AND DEDUCTIONS

8.1 The Employee is authorized to incur reasonable and necessary expenses in business related travels, lodging and other expenses in the performance of his/her duties under this Agreement, provided such expenses are substantiated. The Company shall pay or reimburse such expenses to the extent the Employee submits vouchers or other documentation in accordance with the Company's policy. No personal expenses of the Employee shall be borne or reimbursed by the Company.

8.2 The Employee agrees and acknowledges that the Company may, subject to applicable laws, at any time during the term of employment or cessation thereof, deduct from the Employee's salary, or final settlement, any amounts owed by the Employee, including but not limited to, any outstanding loans, advances, overpayments or costs incurred by the Company due to any damage or loss to Company property, etc. caused by the Employee.

9. EMPLOYEE SURVEILLANCE

9.1 The Employee agrees and understands 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 the Employee. The Employee acknowledges that he/she does 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 the Employee from the Company including but not limited to Gmail, AOL, Hotmail, Yahoo, Facebook, Myspace, Twitter, etc.

9.2 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.

10. TERM AND TERMINATION OF EMPLOYMENT

10.1 **Term**

The Employee's employment with the Company will commence on the Effective Date and shall continue until terminated in accordance with this Clause.

10.1.1 Retirement age is 58 years for all employees. Any extension may, however be given at the sole discretion of the company to continue your services as an employee or as a retainer under contractual agreement.

10.2 Termination

(a) Termination with immediate effect:

Notwithstanding anything contained in this Agreement, the Company may terminate the employment contemplated under this Agreement at any time without notice or payment in lieu of notice, for cause including but not limited to:

- (i) inattention or negligence in the performance of duties and obligations under this Agreement;
- (ii) repeated failure to comply with lawful directions of the Company and its officers;
- (iii) breach of the terms of this Agreement and breach of representations and warranties contained herein;
- (iv) unethical business conduct;
- (v) breach of any statutory duty or for any act or omission adversely affecting the goodwill, reputation, credit, operations or business of the Company;
- (vi) habitual uninformed / unauthorised absence or unauthorised absence for a period exceeding [3] days will follow general absconding process;
- (vii) fraud, misappropriation or dishonesty in respect of the Company's property or business;
- (viii) commission of any act not in conformity with discipline or good behaviour or acceptance or offering of illegal gratification;
- (ix) any form of harassment, including sexual harassment while employed with the Company.
- (x) unauthorised disclosure of any confidential information of the Company; and
- (xi) Breach of any of the Company's policies.

(b) Voluntary Resignation:

The Employee may voluntarily resign from employment with the Company at any time on giving prior written notice of 90 days to the Company. The Company may at its sole discretion waive all or part of the notice or allow the Employee to pay in lieu of the notice. Any resignation would have to be accepted by the Company to become effective. Once accepted, the resignation cannot be withdrawn by the Employee without the express consent of the Company.

(c) Termination without Clause:

Notwithstanding anything to the contrary herein contained, the Company is entitled to terminate the employment under this Agreement at any time by giving the Employee 90 days' written notice or payment in lieu thereof.

(d) In the event of termination by the Company under Clause 10.2 (c) or in case of a resignation by the Employee as per Clause 10.2 (b), the Company may require the Employee to absent himself/herself from its premises on garden leave and not participate in the working of the Company during the unexpired portion of the notice period. During such garden leave the Company may require the Employee to have no contact with all or any of the Company's agents, employees, customers, clients, distributors and suppliers.

(e) Handover:

Upon the determination of this Agreement for any reason, the Employee shall immediately hand over responsibilities to such person nominated for that purpose by the Company and shall deliver to such person all such papers, documents, memoranda, notes, records such as may be contained in magnetic media or other forms of computes storage, video tapes (whether or not produced by the Employee) and any copies thereof, charge and credit cards and other property of the Company and the Group Companies as may be in his/her possession, custody, control or power, including but not limited to any phones, computers, vehicles, etc. provided by the Company. The Employee shall also produce a no-dues certificate from all applicable departments of the Company to this effect.

(f) The Employee agrees and accepts that any statutory or other 'last in, first out' rule or any modification thereof shall not apply in the event of termination of this Agreement for any reason whatsoever.

11. CONFIDENTIALITY AND INTELLECTUAL PROPERTY

The Employee agrees and undertakes that:

11.1 He/she shall not during the term of this Agreement or thereafter, divulge or make use of any trade secret or confidential information concerning the business of the Company and the Group Companies or any of their dealings, transactions and affairs or any information concerning any of their suppliers, agents, distributors or customers which he/she possesses or comes to possess while in the employment of the Company or which he/she may make or discover while in the service of the Company and that he/she shall also use his/her best endeavours to prevent any other person from doing so.

11.2 All data, documents, plans, drawings, photographs, reports, statements, correspondence, etc. and technical information, know-how and instructions as well as business details or commercial policies that pass to the Employee or which come to his/her knowledge shall be treated as confidential and he/she shall be bound to keep secret all such confidential matters including papers and documents, computer floppies, CDs or other media containing the same and shall not disclose, communicate, reproduce or distribute the same

or copies thereof to anyone except in the course of the rightful discharge of his/her duties towards the Company.

- 11.3 He/she shall not at any time after the termination of this Agreement in any way make known or divulge to any person, firm or body corporate any of the methods, systems or other information of any kind in relation to the affairs of the Company or the Group Companies whether such information is or was acquired by the Employee before commencement of employment with the Company, in the course of employment hereunder or otherwise.
- 11.4 The Employee shall hand over to the Company or to any Group Company on demand and in any event on the termination of his/her employment (for whatever reason) all notes and records (both originals and copies) wherever located and whether on paper, computer disk, computer memory, smartphone, tablet, memory stick or other media, which contain any Confidential Information or which the Employee had made or acquired in the course of his/her employment.
- 11.5 The Employee shall on demand by the Company and in any event on the termination of his/her employment (howsoever caused) irretrievably delete any Confidential Information stored on any magnetic or optical disk or memory, including personal computer networks, personal e-mail accounts or personal accounts on websites, and all matter derived from such sources which is in his/her possession or under his/her control outside the Company's premises. Where Confidential Information is stored on personal computer networks or personal email accounts or personal accounts on websites (only if authorised by the Company) the Employee shall ensure that the Company has a full copy of such information before irrevocably deleting the same. The Employee shall, if requested, supply contact details of all business contacts made by him/her during the course of his/her employment and retained on social media websites or otherwise held electronically outside of the Company's systems before such data is deleted in accordance with this Clause.
- 11.6 The Employee shall provide written confirmation that he/she have made a diligent search for, and delivered to the Company, all the notes and records containing Confidential Information and have irretrievably deleted any Confidential Information described in Clause 11.5 when requested to do so by the Company, whether during or after his/her employment together with such reasonable evidence of compliance as the Company may request.
- 11.7 Ownership of all rights to any material and results, and all rights, titles, and interests in, all work product, improvements, developments, discoveries, proprietary information, trademarks, trade names, logos, art work, slogans, know-how, processes, methods, trade secrets, source code, application development, designs, drawings, plans, business plans or models, blue prints (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials thereof), inventions (whether patentable or not, and whether or not patent protection has been applied for or granted) and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages developed or created from time to time by or for the Company or the Group Companies by the Employee, whether before or after commencement of employment with the Company (**Intellectual Property**) shall vest in the Company. For the avoidance of doubt, the Company shall have a right to freely develop and



alter such material, results and intellectual property rights and to license and assign them to third parties.

- 11.8 All Intellectual Property created by the Employee shall be regarded as having been made under a contract of service.
- 11.9 In consideration of employment with the Company, the Employee hereby transfers and assigns in favour of the Company, all rights, titles and interests in and to all the Intellectual Property, together with the rights to sub-license or transfer any and all rights assigned hereunder to third parties, in perpetuity. The Employee agrees that such assignment shall be perpetual, worldwide and royalty free.
- 11.10 Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, such assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to the Employee, even if the Company does not exercise the rights under the assignment within a period of one year from the date of assignment. The Employee further acknowledges and agrees that he/she shall waive any right to and shall not raise any objection or claims to the Copyright Board with respect to the assignment, pursuant to Section 19A of the Copyright Act, 1957. The Employee also agrees to assist and cooperate with the Company in perfecting the Company's rights in the Intellectual Property.
- 11.11 The Employee shall forthwith communicate to the Company and transfer to it the exclusive benefit of all inventions, discoveries and improvements which he/she may make or discover during the continuance of his/her engagement relating to the Company's trade or business and shall give full information as to the exact mode of working and usage of the same and also all such explanation and instructions, to the officers and workmen of the Company as may be necessary to enable them to work the same effectively and shall, at the expense of the Company, furnish it with all necessary plans, drawings and models.
- 11.12 The Employee shall, whenever requested so to do by the Company whether during or after the termination of employment hereunder, at the cost of the Company execute and sign any and all applications, assignments and other instruments which the Company may deem necessary or advisable in order to apply for and to obtain letters, patent, design, registration or other forms of protection for the aforesaid improvements, inventions and discoveries in such countries as the Company may direct and to vest in the Company the whole, right, title and interest therein.

12. NON-COMPETITION AND NON-SOLICITATION

- 12.1 The Employee hereby agrees that, during the duration of his/her employment under this Agreement and for a period of one year thereafter, he/she will not, whether in India or elsewhere in the world, accept employment with, compete, directly or indirectly with, or own, manage, operate, control or participate in or be connected with the ownership, management, operation or control of any business that is similar to or in competition with the business of the Company or any parent company of the Company.
- 12.2 During the period of employment and for one Year following termination of Employee's employment for any reason whatsoever, the Employee shall not, directly or indirectly, (i) solicit, encourage, or induce or attempt to solicit, encourage, or induce any (A) employee, marketing agent, vendor, partner or consultant of the Company to terminate his/her employment, agency, contract or consultancy with the Company, or any (B) prospective



employee with whom the Company has had discussions or negotiations within six months prior to Employee's termination of employment, not to establish a relationship with the Company, (ii) induce or attempt to induce any current customer to terminate its relationship with the Company, or (iii) induce any potential customer with whom the Company has had discussions or negotiations within six months prior to Employee's termination of employment not to establish a relationship with the Company.

- 12.3 AVEVA observes the rights of companies in their respective proprietary information with the utmost seriousness, and accordingly, the Employee acknowledges and agrees that he or she shall not disclose to AVEVA any third-party proprietary information when such information is subject to a non-disclosure agreement in violation of the terms of such agreement. Further, the Employee acknowledges and agrees that he or she shall not solicit third parties for employment or for business in violation of an enforceable non-solicitation agreement to which he or she is a party, nor shall the candidate act in violation of an enforceable non-compete agreement to which he or she is a party. The Employee represents and warrants that he or she is not party to non-disclosure, non-solicitation, non-competition, or any agreement that is inconsistent with the performance of the duties contemplated by this Agreement.

13. EQUITABLE REMEDIES AND EMPLOYEE REPRESENTATIONS

- 13.1 The Employee agrees and acknowledges that the restrictions contained in this Agreement, including but not limited to Clauses 10, 11 and 12 are reasonable and necessary for the protection of the business and goodwill of the Company. Accordingly, the rights and obligations under this Agreement shall survive the termination of this Agreement and shall not be extinguished by termination of this Agreement
- 13.2 The Employee agrees that any breach or threatened breach of the aforementioned Clauses is likely to cause the Company substantial and irrevocable damage that is difficult to measure and may not be remedied solely by damages. Therefore, in the event of any such breach or threatened breach, the Employee agrees that the Company, in addition to such other remedies which may be available, shall have the right to obtain an injunction from a court restraining such a breach or threatened breach and the right to specific performance of the provisions of either such Clauses, and the Employee hereby waives the adequacy of a remedy at law as a defence to such relief.
- 13.3 The Employee agrees and acknowledges that the restrictions contained in Clauses 10, 11 and 12 are considered to be reasonable in all the circumstances for the protection of the legitimate interests of the Company and shall be enforceable independently. While the undertakings and agreements under the Clauses are considered by the Company and the Employee 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 by a final adjudication of any tribunal or court of competent jurisdiction, 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.

14. WARRANTIES

The Employee confirms and warrants that:



- (a) he/she has carefully read and fully understands all the provisions of this Agreement.
- (b) he/she has not been arrested, or convicted of, or cautioned for, or charged but not yet tried with criminal offence, even if he/she is 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 the Employee's knowledge, threatened against him, which would affect his/her ability to perform obligations under this Agreement.
- (c) by entering into this Agreement or performing any of the obligations under it, he/she will not be in breach of any court order or any express or implied terms of any contract or other obligation binding on him/her. The Employee further undertakes to indemnify the Company against any such claims, costs, damages, liabilities or expenses which the Company may incur if he/she is in breach of any such obligations.
- (d) he/she has all the necessary licences, permissions, consents, approvals, qualifications and memberships required of him/her to perform the duties under this Agreement.
- (e) in the performance of his/her obligations, the Employee will not utilize or make available to the Company any confidential or proprietary information of any third party or violate any obligation with respect to such information.
- (f) he/she has 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 organisation.
- (g) any notice period he/she is required to give or to serve with a previous employer has expired on commencement of employment with the Company and that by entering into or performing any duties for the Company, the Employee will not be in breach of any other obligation binding on him/her. The Employee irrevocably undertakes to indemnify the Company on a continuing basis from and against any loss, liability, damage, costs and claims which it may suffer or incur arising out of any claim by any other party that in performing his/her duties under this Agreement, the Employee is acting in breach of any obligation he/she owes to such party.
- (h) all the information submitted by the Employee which forms the basis for this employment is complete and correct. The Employee agrees and acknowledges that if it is found that the information submitted is false or incomplete or that the Employee has concealed certain material information which detrimentally impacts the employment with the Company, the Company may terminate employment without providing any notice or pay in lieu thereof.

15. DATA PROTECTION

- 15.1 The Employee hereby confirms that he/she has read and understood the Company's data protection policy and that he/she shall comply with the data protection policy and the applicable law(s) when processing personal data in the course of employment including personal data relating to any employee, customer, client, supplier or agent of the Company or any Group Company.
- 15.2 The Employee consents to the Company collecting, processing and handling data, including personal and sensitive personal data, relating to him for legal, personnel, administrative and management purposes. The Employee further agrees that the Company may transfer such

data to its affiliates or service providers for legitimate business reasons, including but not limited to payroll processing, insurance benefits, etc.

16. NON-WAIVER

16.1 No delay, failure or omission on the part of the Company to exercise any of its powers, rights or remedies under this Agreement will operate as a waiver of them nor will any single or partial exercise of any such powers, rights or remedies preclude any further exercise of them.

17. ADDITIONAL REMEDIES

17.1 Notwithstanding anything contained in this Agreement, the Parties acknowledge that in addition to any remedy available to the Company, whether provided herein or conferred by statute, civil law, common law, custom, trade, or usage, the Company shall be entitled to obtain an injunction against the Employee from a civil court of competent jurisdiction.

18. SEVERABILITY

18.1 If any provision of this Agreement is held by a court of competent jurisdiction to be illegal, invalid or unenforceable, the remaining provisions shall remain in full force and effect. Any invalid or unenforceable provision of this Agreement shall be replaced with a provision which is valid and enforceable and most nearly reflects the original intent of the invalid or unenforceable provision.

19. INDEMNITY

19.1 The Employee, at all times during the course of his/her employment in the Company (and even after the termination of this Agreement with respect to the terms contained herein) agrees to indemnify and keep indemnified the Company, as the case may be, against all losses, damages, claims, interests, costs, expenses, liabilities, proceedings and demands which the Company may suffer or incur or which may be made against the Company as a result of acts or omissions of the Employee during the course of employment.

20. AMENDMENTS

20.1 No modification or amendment of this Agreement and no waiver of any of the terms or conditions hereof shall be valid or binding unless made in writing and duly executed by both the Parties.

21. GOVERNING LAW AND DISPUTES

21.1 This Agreement shall be governed by and construed in accordance with the laws of India. The courts at [Hyderabad] shall have the exclusive jurisdiction over all disputes or claims between the Employee and the Company under this Agreement.

22. COUNTERPARTS

22.1 This Agreement will be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.



23. ENTIRE AGREEMENT


- 23.1 This Agreement and the annexures hereto constitute the entire understanding relating to terms of employment between the Employee and the Company and supersedes all prior offers, agreements, statements or representations, written or oral between the Parties. Further, the Employee acknowledges and agrees that, as of the date of this Agreement, the Employee has no former claims of any nature, whatsoever against the Company.

SIGNATORIES

IN WITNESS WHEREOF each of the Parties has executed this Agreement, as of the day and year first above written.

SIGNED AND DELIVERED


For and on behalf of **AVEVA Solutions India LLP**

DocuSigned by:

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Name: **Shhyaam Konka**

Designation: **Head of HR Services, India**

EMPLOYEE

DocuSigned by:

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Name: **Shravya Sarugu**


Date: **04 July 2023**

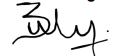
ANNEXURE – 1

Total Cost To Company ₹ 6,65,000		
Salary Particulars	Monthly	Yearly
Basic	18747	224965
Allowances	25871	310452
House Rent Allowance	9374	112483
Special Allowance	12330	147965
Meal voucher	0	0
Telephone Allowance	0	0
Children Education Allowance	0	0
LTA	4167	50004
Company contribution to PF	2250	26996
Global Annual Bonus Plan		26771
Benefits		
Company Contribution to Gratuity		10816
Company contribution towards premium for the following categories of Insurance: ✓ Medical Insurance ✓ Group Term Life Insurance ✓ Group Personal Accident Insurance (Please refer to Annexure - 3 for more details)		65000
Total Cost To Company		665000

Note:

- Pay review cycle is from April to March, at twelve months' interval.
- Deduction from monthly salary will be Professional Tax, PF Contribution, Income tax and other applicable taxes as may be in force at the time.
- Mentioned bonus amount is subject to company performance and individual performance. The payment will be made based on approval from AVEVA ELT team and following the announcement of financial results. Also, you must be under the employment of the company and not under notice of termination (whether served by the employee or company) at the date this become payable.

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ANNEXURE - 2

Compensation & Benefits

Your compensation will be subject to income tax and other statutory deductions as applicable from time to time. Employees are eligible to restructure certain “Allowances” mentioned in “Annexure - 1” of your employment contract.

Basic Pay - Your basic pay will be 40% of fixed salary compensation subject to a minimum of INR 15,000.

House Rent Allowance - 50% of your Basic Salary will be paid to you as House Rent Allowance (“HRA”).

Allowances (Flexible Components)

Employees are allowed to restructure certain components including leave travel assistance, telephone allowance, Car Fuel Allowance etc. mentioned in Annexure 1 of your employment contract and these allowances will be paid in monthly payroll. However, you need to self-certify the expenses incurred and submit relevant supporting documents in December / January to avail the income tax benefit as per prevailing Income Tax Rules.

- Meal Allowance - Employees at their discretion can opt to obtain meal card for INR 2,200 per month and the amount will be credited to the Sodexo card at the end of every month. If he / she chooses NOT to opt for meal allowance, this amount will be added to the Special Allowance mentioned in the salary structure of Annexure - 1.
- Leave Travel Allowance (“LTA”) – LTA is paid every month without deducting any tax but supporting bills need to be submitted in December / January every year to get tax exemption. Please note that LTA can be claimed twice in a block of four years as per the Income Tax Rules. If he / she chooses NOT to opt for leave travel allowance, this amount will be added to the Special Allowance mentioned in the salary structure of Annexure - 1.
- Car Fuel Allowance - Employees may opt for car fuel allowance if he / she is commuting in his/ her own car. Eligibility for tax exemption under this head will be applicable only if the employee uses his/her own car for official commute and submit fuel or maintenance bills as applicable. If he / she chooses NOT to opt for Car Fuel, this amount will be added to the Special Allowance mentioned in the salary structure of Annexure - 1.
- Driver Allowance - Employees who opt for car fuel allowance may also opt for driver allowance. Eligibility for tax exemption under this head will be applicable only if the employee uses his/her own car for official commute and submit driver salary slip and a copy of driver’s license as applicable. If he / she chooses NOT to opt for driver allowance, this amount will be added to the Special Allowance mentioned in the salary structure of Annexure - 1.
- Telephone Allowance – Employees are eligible to claim telephone allowance every month as per their salary structure. He/she need to submit postpaid mobile, broadband or landline bills on employee name as a supporting document. If he/she chooses NOT to opt for telephone allowance, this amount will be added to the special allowance mentioned in the salary structure of Annexure - 1.



- National Pension System (“NPS”) - If employees choose NPS, they can allocate up to a maximum of 10% of Basic Pay as employer’s contribution to the fund as per the applicable guidelines. This component will be adjusted from Special Allowance in the salary structure of Annexure - 1.
- Special Allowance - Any residual base compensation amounts payable after providing the fixed components and other applicable allowances will be classified under Special Allowance.

Retirals - All employees will be covered under the Employees' Provident Funds and Miscellaneous Provisions Act. Employees will also be eligible for payment of gratuity as per the rules and regulations of the Payment of Gratuity Act and capped to the amount specified in that Act.

Note: All the components in the salary structure will be paid monthly and AVEVA reserves the right to change / modify salary structure at any time.

ANNEXURE - 3

Benefits	Coverage Amount/Details	Additional Comments
1. Gratuity		This is a retirement benefit and paid as per Payment of Gratuity Act
2. Medical Insurance	INR 5,00,000/- per year	AVEVA provides Annual Floating Medical Insurance Coverage for self and a maximum of five dependents (spouse, 2 children and 2 dependent parents or in-laws) for a coverage amount - Rs.5,00,000/-. Employees can opt for additional voluntary top-up up to INR 10,00,000/- by paying a premium.
3. Personal Accident Insurance	6 times CTC	Personal accident in case of disability or demise for self
4. Term Life Insurance	3 times CTC	Life insurance in case of demise for self
5. Medical Health Checkup	As per the detailed policy of AVEVA India	
6. Leave Encashment	Is calculated on Gross Salary minus House Rent Allowance (HRA). Maximum 8 leaves are encashed annually. Accumulated leaves up to 60 are payable at the time of separation or retirement	As per the detailed Leave Policy of AVEVA India
7. Relocation Expense for outstation candidates	Reimbursable relocation expenses up to INR 75,000 as per AVEVA's Relocation policy.	If you resign from the services within 12 months from the date of joining, any expenses incurred, or amounts paid by AVEVA towards relocation expenses shall be recoverable as per company policy.
8. Leaves	20 days of earned leave	Details as per the leave policy of AVEVA India
	12 days of Casual Leave	
	12 days of sick Leave	
	5 days of Marriage Leave	
	3 days of Bereavement Leave	
	3 Action for Good Leave	
	26 Weeks of Maternity Leave	
2 Weeks of Paternity Leave		
9. National & Festival Holidays	12 days (10 Fixed and 2 Optional)	
10. Car Lease Program	Details as per the Car Lease policy of AVEVA	
11. Child Day Care Program	Reimbursement up to INR 12,000 per month, per child up to 2 children	Details as per the Day Care policy of AVEVA
12. EAP	Not charged to the employee	AVEVA has Employee Assistance program for all employees and their dependents
13. Long Service Award	For 3, 5, 10, 15, 20 and so on... Years of services with AVEVA.	As per the detailed AVEVA India policy



14. Employee Share Purchase plan	An opportunity to enroll in AVEVA's all-employee share purchase plan, My AVEVA Shares. In India the International rules of My AVEVA Shares apply. Under these rules, a participant can save and buy AVEVA shares from salary contributions made over a six-month period. For each AVEVA share purchased, AVEVA will match that purchase with an AVEVA share which the participant will become entitled to provided that they hold their purchased shares for two years and remain with AVEVA.	
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Note: AVEVA reserves the right to change or discontinue any additional benefits mentioned herein at any time.

ANNEXURE - 4

CHECKLIST for documents (soft copy) to be submitted during pre-onboarding process. Pre-Onboarding email will be sent post offer acceptance and prior to date of joining.

1. Passport size professional photograph.
2. Certificates for all academic and professional qualifications.
3. Experience Letters from previous employers.
4. Resignation acceptance and Relieving Letter from last employer.
5. Form 12B is mandatory.
6. E- Aadhar Card.
7. PAN Card.
8. Passport
9. Three month's Salary slips from previous company.
10. Cancelled Cheque/ Bank Passbook**.
11. Confirmation letter/salary review letter/employers progress letter.
12. UAN Card**
13. PF passbook for previous organization**

Please note on below on points marked **.

**PF passbook – To determine if you are previously mapped to Employee Pension Scheme (EPS).

**UAN Card – To ensure that name on Aadhar and UAN portal is matching (If your name in UAN card is different than Aadhar, then please get your name corrected on EPF UAN card, creating an online basic data change request on EPF portal as per your Aadhar).

**Cancelled Cheque/Bank Passbook – We consider your existing bank account for first salary transfer after joining. If you would like to open new bank account with us, we can facilitate new bank account opening process, which can take some time post joining. So please share your bank account reference document.

- Reporting time – 10:00 AM

Contact person – Shiva Preethi / Vanaja Vemireddy (HR)

Reporting Place:

AVEVA Solutions India LLP
Level 10, Tower 2.1 (i.e. Tower 1 of Phase 2) of Wave Rock Projects, M/s TSI Business Parks (Hyderabad)
Pvt Ltd. Co-developer in M/s. TSII Limited IT/ITES SEZ,
Nanakramguda Village,
Serilingampally Mandal,
Rangareddy District

Looking forward to Welcoming you into AVEVA family!!



PRIVATE AND CONFIDENTIAL

January 18, 2023

Sai Gyajangi

H.no: 7-1-341,mankammathota,karimnagarKarimnagar, Telangana 505001
India

Dear Sai Gyajangi,

It is indeed a pleasure to welcome you to **PepsiCo Global Business Services India LLP** ("The Organization") as an integral member of the team. We look forward to working together towards achieving PepsiCo's vision, to be the global leader in convenient foods and beverages by winning with purpose.

This is to confirm our offer to you for the position of **Graduate Engineering Trainee - IT**, to be based at **Hyderabad** -IND. Please find enclosed a copy of our offer to join. Please review the same and agree to the terms & conditions stated online, once you join us, for our records.

Please do not hesitate to contact us if there is anything we can do to ensure that your transition to our Organization is as smooth as possible.

Regards,

A handwritten signature in blue ink that reads "Avantika Susan Nigam".

Avantika Susan Nigam
Head of HR

Enclosure: Appointment letter

PEPSICO GLOBAL BUSINESS SERVICES INDIA LLP

(This entity is registered with Limited Liability) LLP Identification Number: AAO-6786

Hyderabad Office: 14th Floor, SY No 107, Laxmi Infobahn, Tower 2, Kokapet Village, Gandipet Mandal, Ranga Reddy,

Telangana 500075. Tel: +91 40 7136 9000



January 18, 2023

Sai Gyajangi
H.no: 7-1-341,mankammathota,karimnagarKarimnagar, Telangana 505001
India

Dear Sai,

We are pleased to confirm our offer to join “**PepsiCo Global Business Services India LLP**” (“The Organization”) as a **Graduate Engineering Trainee - IT**. The primary terms and conditions are as follows:

Your appointment will be effective from the date of joining which shall not be later than **August 7, 2023** and you are being employed to work from and report to our office unit on 15th Floor, Tower B in Special Economic Zone located at SY No 107, Laxmi Infobahn, Kokapet, Hyderabad, Telangana- 500075 on the Joining Date.

1. Place of Work:

On joining, you will be required to relocate to Hyderabad or to any place within commuting distance of the office within 30 day’s of the Joining Date. During the course of your employment with the Organization, your services are liable to be transferred, seconded or deputed to any of the divisions, branches or companies belonging to, or affiliated to, or associated with the Organization either existing as of date or which may come up in future from time to time. Such transfer, secondment or deputation may be within India or overseas. It is further clarified that except the relocation expenses and transport benefits (as per policy) offered by the Organization, all other expenses for to and fro office will be borne by the employee.

2. Compensation and Allowances:

The Total Fixed Pay offered to you is INR **985,817.00** per annum. This includes statutory retivals. The Target Variable pay offered to you is INR **91,953.00** and the pay-out is subject to your meeting the performance criteria as per the organization’s annual bonus policy. The details of the compensation offered are attached in Annexure A.

In the event that, prior to your first anniversary of your Date of Joining, you resign from your employment for any reason or your employment is terminated by the Organization for reasons detailed under this Appointment letter (i) you will be entitled to retain only that portion of the sign-on cash bonus determined by multiplying the sign-on-cash bonus by a fraction, the numerator of which will be the number of whole months that have elapsed from your Start Date to your termination date and the denominator of which will be 12

(such amount, the “Earned sign-on cash bonus”), (ii) you will promptly repay PepsiCo any portion of the sign-on cash bonus already paid to the extent it exceeds the Earned sign-on cash bonus and (iii) you will forfeit any unpaid portion of the sign-on cash bonus.

3. Medical:

You and your immediate family members, consisting of spouse, dependent children, will be covered under the Organization medical scheme on any hospitalization subject to a limit of Rs. 4,00,000 (governed by the Medical Insurance Policy.)

4. Annual Leave:

You are entitled to Annual leave in accordance with Organization policy.

5. Termination:

Your services with the Organization can be terminated by either side, without assigning any reason, by giving 60 (sixty) days’ notice in writing (“Notice Period”). Upon resignation, you will be required to serve the full Notice Period. Any leave taken during Notice Period will be added to the Notice Period. The Organization reserves the right to terminate employment of an employee, for any reason whatsoever, by giving notice as applicable or ‘Basic Pay’ in lieu of the notice period as applicable, for the level. In case of gross misconduct, negligence, fraud, embezzlement or misappropriation, employment may be terminated by the Organization forthwith without any notice or compensation in lieu thereof.

6. Non-Disclosure:

You acknowledge and agree that unauthorized disclosure of the confidential information or trade secrets of the Organization or any of its affiliates would cause irreparable loss and damage to Organization, and that you shall, besides being liable to be terminated of your employment on this account, will also be liable to be proceeded against for such relief, including but not limited to, damages.

7. Non-Compete:

In signing this Offer and Appointment letter, you agree that during the period of twelve (12) months following the termination of this agreement, you shall not:

- (a) Provide services for or be employed by, whether as an employee, director, consultant or otherwise, any entity that materially competes with beverage or snacks business of the Organization, or any entity associated or affiliated with the above businesses, in the U.S., India, Thailand, or any other countries with respect to which you have performed services for the Organization or any of its affiliates.
- (b) Solicit or endeavor to entice away from the Organization or any of its affiliates any employee, or any other person engaged by the Organization or its affiliates, (whether or not such a person would commit any breach of contract by reason of leaving the service of the Organization or its affiliates), or any customer of the Organization or its affiliates.
- (c) Disclose to any unauthorized person or persons or misuse confidential information or trade secrets of the Organization or any of its affiliates.

8. Termination Payments:

As consideration for the Organization paying your relocation expenses, notice period, sign on cash bonus if any, or any other incidental expenses, you agree that if you voluntarily leave the Organization to join another Organization within a period of twelve (12) months, then as per the Organization's policy/ies, you will be required to repay the Organization such expenses or allowances, as applicable. Further, you understand and agree that any amount you owe the Organization, for whatever reason (including amounts related to the repayment of relocation expenses or allowances), at the time you terminate your employment will be deducted, in whole or in part, from your last pay check(s) and/or expenses reimbursement.

9. Governing Laws:

Your right to any compensation or benefit referenced in this Appointment letter will be determined under the terms of the applicable plan or program. In the event of a dispute, this Offer and Appointment letter shall, for all purposes, be governed and construed in accordance with the law of India, without reference to principles of conflicts of laws.

10. Retirement:

You will retire from services of the Organization on the day you complete the age of 60 years or such age as decided by the Organization from time to time.

11. Safety:

The employee agrees that during the term of Appointment, he shall comply with the safety policy / norms prescribed by the Organization from time to time. In case of non-compliance / breach of any terms and conditions of the safety policy/norms, the Organization shall be entitled to take such action as deemed fit by the Organization and/or as per applicable law, including termination of the employment with the Organization.

12. Code of Conduct:

You will adhere, at all times, to the Organization's Code of Conduct, all Organization policies and to the laws and regulations of any country in which you work.

13. The Organization conducts background checks on all new employees. All employment confirmation is subject to satisfactory completion of the background verification.

14. Acceptance:

You have read, understood and accepted the conditions of your employment outlined above. By clicking "Accept" at the next prompt, you will be electronically accepting the terms and conditions of this Letter of Understanding, thereby acknowledging and confirming that you have read and understand the terms and conditions contained herein. You thereby agree to all of the terms and conditions contained therein, including any additional policies, agreements, and addendums located on pages following this signed letter. Furthermore, you are aware that by affixing your electronic signature, it is a legally binding equivalent of your handwritten signature and that in future you may not repudiate the meaning of your electronic signature.

We are happy to welcome you to our Organization and look forward to you building a mutually beneficial long-term association with the Organization.

Regards,

A handwritten signature in blue ink that reads "Avantika Susan Nigam". The signature is written in a cursive style with a horizontal line under the name "Avantika".

Avantika Susan Nigam
Head of HR

PEPSICO GLOBAL BUSINESS SERVICES INDIA LLP

***(This entity is registered with Limited Liability)* LLP Identification Number: AAO-6786**

Hyderabad Office: 14th Floor, SY No 107, Laxmi Infobahn, Tower 2, Kokapet Village, Gandipet Mandal, Ranga Reddy,
Telangana 500075. Tel: +91 40 7136 9000



PRIVATE AND CONFIDENTIAL

ANNEXURE A

Name of Candidate: Sai Gyajangi

External Title – Function: Graduate Engineering Trainee-IT

DOJ: August 7, 2023

Component	Details/Linkage	Amounts in INR p.a.
Basic Salary	Basic Pay is 40% of GBS Fixed Pay	INR Rs394,327.00
Flexible Compensation	This amount can be apportioned to HRA, LTA, NPS, Telecom Reimbursement and other components as per employee choice	INR Rs525,204.00
GBS Base Pay	Annual Guaranteed Cash	INR Rs919,531.00/Yr.
Provident Fund (PF) - Employer Contribution	12% of Basic	INR Rs47,319.00
Gratuity	4.81% of Basic	INR Rs18,967.00
GBS Fixed Pay	Sum of all components above	INR Rs985,817.00
Annual Bonus	Performance linked payout Annual payment for the year is pro-rated basis the month of joining for employees joining before 1st Oct and joiners on 2nd Oct and after are not eligible for that year's bonus	INR Rs91,953.00
GBS Total Cost to Company	Sum of PepsiCo Fixed Pay & Variable Pay	INR Rs1,077,770.00

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Telangana 500075. Tel: +91 40 7136 9000



07-Apr-2023

Candidate ID: 24889418

Etukala Prema Sai
B.E. Mechanical
Chaitanya Bharathi Institute of Technology, Hyderabad

Dear **Etukala Prema Sai**,

Further to our Letter of Intent for the position of Programmer Analyst Trainee / Programmer Analyst aligned to the hiring category and in response to your subsequent confirmation for Internship Program with us, we are pleased to offer you an internship on premises with us for **a period of 3 to 6 months**. Your internship on-boarding will be scheduled based on your availability factoring your college exam schedule and our business requirements.

During this period, you will be provided with a stipend of **INR 12,000** per month equated to the planned duration of the Internship curriculum and will be paid only subject to successful completion of milestones as defined in the curriculum prior to the monthly stipend processing window for a given month based on your performance and attendance.

Though Cognizant Internship is a pre-requisite skill and capability development program, it does not guarantee employment and there is no employer – employee relationship during the course of this internship program. However, the successful completion of internship will form a critical part of your eligibility for employment with Cognizant if an opportunity arises in future.

You will be provided a learning curriculum as per the skill track assigned to you. The learning design would expect you to drive your learning through hands on exercise and project work. There will also be series of webinars, quizzes, SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The outcome during Internship would be monitored through formal evaluations.

*Prior to joining on the rolls of Cognizant, you must have successfully completed the prescribed Internship program. Upon successful completion of internship, you will be part of the batch available for on-boarding **as a full-time employee with Cognizant between July 2023 to August 2024**. In the event of unsatisfactory performance during the Internship or non-completion of the Internship, no Internship Completion Certificate shall be issued by Cognizant. Cognizant reserves rights at its sole discretion to revoke its Letter of Intent.*

Section A: Terms and Conditions:

1. The Internship timings would be for 10 hours per day from Monday through Friday aligned to the working timings followed in Cognizant which based on the need could also be operated on a shift model. Attendance is mandatory on all the days to stay active in the Internship Program. The Intern Offer would be cancelled if the mandatory requirement of minimum 85% attendance at office is not met in a month.
2. Interns are covered under Cognizant's calendar holidays of the respective location of internship, and you would need to adhere with minimum attendance requirements. Prior approvals are must towards any unavoidable leave or break requests during the program and internship would be cancelled if leaves are availed without prior approvals.
3. You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions failing which your internship would be cancelled.

4. The Technical skills track mapped could change at the start or mid-way or even later during the program depending on business demand changes and you would be required to be flexible for this change failing which your internship would be cancelled.
5. After successful completion of your internship if there is a business demand which expects you to get enabled on a different skill, you would be provided opportunity to get on-boarded into the CSD (Certified Skill Development) Program for training, failing which your Letter of Intent will be revoked.
6. Stipend payment will be done for the prescribed Internship Curriculum period only and no additional payment will be done for any delay in completion. Attendance and successful completion of Milestone(s) are the eligible factors for processing stipend payment and tenure spent will not guarantee your monthly stipend payment.
7. There would be zero tolerance to plagiarisms and misconduct during the internship. Adherence to Cognizant Internship policies and guidelines is mandatory and any breach of incident reported will lead to immediate cancellation of Internship without any notice. You would be required to complete Cognizant mandatory training's such as Code of Conduct and AUP within the given timelines.
8. During the course of your Internship and at all times, you shall be governed by Cognizant's Social Media Policy and shall, refrain from posting malicious, libelous, defamatory, false, obscene, political, anti-social, abusive, and threatening messages/statements or disparaging the Company, clients, associates, competitors, or suppliers or any third parties, irrespective of whether any such statements are likely to cause damage to any such entity or person. Any breach of this section would lead to immediate cancellation of the Internship.
9. Cognizant reserves rights regarding IT infra as applicable and access to information and material of Cognizant during the internship period and may modify or amend the Cognizant GenC program terms and conditions from time to time.
10. It is hereby clarified that participation in this Internship shall not constitute you to be an employee of Cognizant nor obligates Cognizant for any purpose whatsoever. The scope of this Internship does not include any supervisory responsibilities and that there is no agency, fiduciary or employer-employee relationship intended or created by reason of this document.
11. Cognizant holds all rights to cancel this Internship Offer due to non-conformance of performance benchmark or moral code of conduct or in case of you failing to participate in the Internship within the given date/timeline or for such other any reasons upon providing written communication of the same to you. Upon such cancellation of this Internship Offer, your access and participation in the Internship shall stand cancelled.
12. At the time of your reporting for the internship, you will be required to sign a Non – Disclosure Agreement with the company. During the course of your internship and after completion of the same, you are required to maintain strictest confidentiality with respect to company proprietary or products that you access or come into contact with, during your project as an Intern, at all times as per our Policy. Use of company proprietary information or products shall not be made without prior permission from the concerned authority. Any breach of information security will be dealt as per Company Policy.
13. This offer from Cognizant shall be active and **valid for only 3 calendar days** and hence you are expected to accept or decline the offer through the company's online portal within the said time-period of 3 calendar days and you will also be required to submit the mandatory documents at least **7 days** before your Internship Onboarding Date as part of your Pre-joining & Background Verification (BGV) process. In case you don't comply to the above timelines, this Offer shall stand withdrawn and will be considered as cancelled. Any official written extension to the offer validity and the above-mentioned timelines will be at the sole discretion of Cognizant.
14. For avoidance of doubt, it is herewith stated that the Internship shall stand cancelled on the below scenarios as well:
 - a. In the event of you accepting this Internship Offer but not joining into the Internship on the specified date and at specified location of on-boarding.
 - b. In the event of you not accepting this Internship Offer or failing to communicate acceptance within 3 calendar days as stated above, you would be provided with the CSD (Certified Skill Development) Offer

which you would need to take it up and complete the training, failing which your Letter of Intent will be revoked.

c. For such other operational, regulatory reasons including breach of terms herein.

Thereupon, your access shall also stand revoked, and Cognizant shall not be obligated to extend nor be liable for any claims due to cancellation of this Internship Offer.

On any of the above-mentioned scenarios (Refer to **Section A: Terms and Conditions**), if your Internship Offer has been cancelled then your Letter of Intent would also be revoked.

Below are the **mandatory documents** to be submitted as part of your **Background Verification**:

- Your Pan Card
- Letter of Authorization (LOA) which should be downloaded from the BGV application hand signed with your name and date and re-uploaded back to the application

Below are the **mandatory documents** to be submitted as part of your **Pre- joining formalities**:

- 2 Passport sized Photographs preferably with a Grey / White background
- Personal individual bank account from a nationalized bank for processing stipend

In case of additional queries or concerns, you can raise a query at <https://campus2cognizant.cognizant.com/Pages/PreLogin>

We wish you good luck.

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:

Date: 09-Nov-2022

Name: GUNDRATHI GOUD

College: CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY, Proddatur

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear GUNDRATHI GOUD,

Welcome to MINDTREE (hereinafter referred as the "Company"). Congratulations on being selected as a GRADUATE ENGINEER TRAINEE. This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (refer annexure 1) and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs. 25,000 pm.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You will also be issued a detailed Letter of Appointment as GRADUATE ENGINEER TRAINEE subject to you meeting the eligibility criteria as mentioned in Annexure-1. Your appointment is in accordance with the Apprentices Act, 1961.
4. Documents - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer Annexure-2).
5. Background Verification - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.
6. If the above terms and conditions are acceptable, kindly acknowledge this GRADUATE ENGINEER TRAINEE Offer Letter by digitally signing this offer within 7 days from the date of receipt of this mail and offer document.

If you do not digitally sign the offer letter within the above-mentioned period, the aforesaid offer automatically stands cancelled. Post registration on the above portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

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

8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with MINDTREE will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Training Program assessments
- Unauthorized absence during the Training Program
- Integrity and other disciplinary expectations

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

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

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

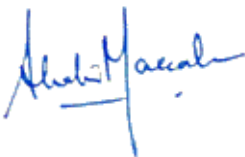
12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

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

14. 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 the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

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

Yours faithfully,
For MINDTREE Ltd.



Shalini Macaden
VICE PRESIDENT - PEOPLE FUNCTION

I have read the letter and accept the same.



G VAMSHIDHAR GOUD (Nov 9, 2022 16:15 GMT+5.5)

Nov 9, 2022

ANNEXURE-1

Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on date of Offer	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
Re-attempts/ATKTs/Backlogs/Arrears: (Diploma, Graduation, Post-Graduation)	* No active/live backlogs allowed at the time of the interview process * All backlogs (if any) must be cleared <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
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
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



Mindtree

A Larsen & Toubro Group Company

Eligibility for Maternity Leave:


As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 80 days in the organization in the twelve months immediately preceding the date of her expected date of delivery



Self-Declaration:

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that this recruitment process is completely free of cost.
3. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
4. I am flexible to work at any MINDTREE Development Center/ Customer Site/ Partner premise as per business requirement.
5. I am flexible to work in any technology/domain/work shift assigned to me based on the business requirement

Candidate Signature:


[G VAMSHIDHAR GOUD \(Nov 9, 2022 16:15 GMT+5.5\)](#)

Name:

GUNDRATHI GOUD

Institute Name:

CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY

Mobile No:

9398945051

Date of interview process:

18-Sep-2022

ANNEXURE-2

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

- A. Duly acknowledged copy of the GRADUATE ENGINEER TRAINEE Offer Letter.
- B. Non-Disclosure Agreement.
- C. Two copies of your recent passport size photograph with white background.

Attested copies of the following are required:

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

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

**ANNEXURE-3****Name : GUNDRATHI GOUD****Salary Grade : C1****Date: 09-Nov-2022**

Components	INR p.a.	INR p.m.
Basic	180,000.00	15,000.00
Bouquet of Benefits*	161,040.00	13,420.00
Statutory Bonus	21,000.00	1,750.00
A. Base Salary (p.a.)	362,040.00	30,170.00
Annual Incentive (p.a.)	0.00	
B. Total Variable (p.a.)	0.00	
C. TTC (p.a.)	362,040.00	
Provident Fund (PF)	21,600.00	1,800.00
Gratuity	8,664.00	722.00
Mediclaime Premium	7,704.00	
D. Retirals & Other Benefits	37,968.00	
Cost to Company (CTC) C + D	400,008.00	



Medical Insurance Premium:

The Group Mediciclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age). Coverage limits are as per company policy

You would also be eligible to be covered under the Group Term Life and Group Accident Insurance policy as per the company policy.

Notes:

- 1) Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
- 2) Bouquet of Benefits* /Flexi Pay consists of Flexi-components which may include HRA, Conveyance, LTA, Meal Allowance and Adhoc allowance.
- 3) H.R.A. will be deducted for accommodation (if any) provided by the Company.
- 4) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
- 5) Gratuity payment shall be as per "Payment of Gratuity Act, 1972".
- 6) 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.

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

- Any or all 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.



Code of Conduct

Summary:

Mindtree Minds are expected to follow a professional code of conduct and work ethics. The intent of this document is to lay the ground rules for professional and disciplined behavior in the office premises and/or at client locations. Mindtree cannot anticipate all situations that may arise during your employment. When in doubt about an appropriate course of conduct, please contact your supervisor or a People Function representative.

Your employment with Mindtree is subject to your acceptance of this Code of Conduct Procedure. All Mindtree Minds are required to read, understand and sign the Code of Conduct procedures when they are hired.

Objective:

To define guidelines on the professional code of conduct and work ethics in the office premises and/or at client locations.

Eligibility/Applicability:

All Mindtree Minds, Mindtree's clients, vendors, partners etc.

Code of Conduct :

The policy details various scenarios under which Code of Conduct is monitored.

1) Personal Interest v/s Mindtree's interest

In day-to-day work scenarios, you could face situations where a possible course of action would advance your personal interests at the expense of the company. In such situations, you are expected to put the best interests of the company first. When in doubt, please check with People Function and/or your Manager.

2) Use of proprietary or confidential information of third party

You should not disclose to Mindtree, bring onto Mindtree's premises or induce Mindtree to use any confidential information that belongs to anyone other than Mindtree or yourself. You are instructed neither to make use of any confidential or proprietary information of a third party in the course of performing your job duties or services, nor include or incorporate any such information with or into any product or work that you create, design, or develop for or on behalf of Mindtree in the course of performing your duties or services unless you have the prior written consent of Mindtree. Reference to 'Mindtree' above includes Mindtree's clients, vendors and partners as well.

3) Office for Profit

Without the consent of Mindtree, you are prohibited from initiating or accepting any work as an Employee, consultant, adviser or as a member of board of directors of any other company. If you wish to seek approval for such outside work, please contact your People Function representative.



4) Vendor relationship

In your capacity as a Mindtree Mind or Consultant, neither you in the capacity of employee nor any of your immediate family members can be a vendor of Mindtree. You shall not accept advice, service, or gifts or presents in kind or cash from a vendor of Mindtree with a value greater than \$25. If you receive any gifts from a vendor with a value greater than \$25, or if a vendor engages in a pattern of offering you small gifts, please inform your reporting manager or ask People Function for guidance.

5) Using Mindtree's time and assets

You should not use Mindtree's or its customers' time or any of its assets for performing outside or personal work. In addition, you should not abet, entice, motivate, help, or coerce fellow employees to use such time and assets for outside or personal work that could reasonably be construed to have a detrimental effect on Mindtree.

6) Personal Relationship

Your spouse or any other member in your immediate family may be working with a competitor or vendor of Mindtree. This calls for extra-sensitivity to confidentiality of Mindtree's information as there is a possibility that the closeness in relationship could lead to inadvertently compromising Mindtree's interest. You are requested to be aware of the potential conflicts that might arise and inform the People Function accordingly.

If you are a member of an Enabling function such as People Function, Finance, IS etc you cannot have an immediate family member employed in another function/role in Mindtree, unless it has been explicitly approved by the head of People Function.

7) Equal Opportunity

Mindtree is an equal opportunity employer and makes employment decisions on the basis of merit. The Company seeks to have the best available individual(s) in every position. Mindtree prohibits unlawful discrimination based on race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by federal, state or local laws.

Mindtree is committed to complying with all applicable laws providing equal opportunities to individuals regardless of race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by law. This responsibility applies to all persons involved in the operations of Mindtree and prohibits unlawful discrimination by any Mindtree Mind, including supervisors and coworkers.

Mindtree prohibits taking negative action against any Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation. Any Mindtree Mind who retaliates against another Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination of employment.

8) Dating/Romantic/Sexual Relationships

Mindtree recognizes that sometimes employees enter into personal relationships in the workplace, and this provision is not intended to prohibit such relationships. However, certain romantic or sexual relationships can interfere with the smooth operation of its business. Some of these relationships can also result in actual or potential disclosure of confidential or sensitive information and can have other detrimental effects. Mindtree reserves the right to determine when a relationship presents a problem in the workplace.



Without limiting its discretion to address problematic relationships or situations, Mindtree offers the following guidelines:

During working time and in working areas, employees must keep personal exchanges limited so that others are not distracted or offended, and so that productivity is maintained. During nonworking time, such as lunches, breaks and before and after work periods, employees may have appropriate personal conversations in non-work areas as long as their conversations and behaviors could not be perceived as offensive or uncomfortable to a reasonable person. Employees are strictly prohibited from engaging in conduct that would be deemed inappropriate by a reasonable person while on company premises, regardless of whether they are working at the time.

Mindtree generally considers employee off-duty conduct as private, as long as the conduct does not create problems within the workplace. Exceptions to this principle, however, involve 1) romantic or sexual relationships between supervisors and subordinates (regardless of the reporting structure) or 2) romantic or sexual relationships between any employee in the People Function or Finance departments and any other employee. Both employees involved in a relationship in either of these categories must immediately disclose to Mindtree the existence of a romantic or sexual relationship. Such required disclosure must be made in writing to People Function. People Function will provide an appropriate form upon request. Failure to make this disclosure may result in disciplinary action up to and including termination of employment. This disclosure will enable Mindtree to determine whether, given the relative positions of the individuals involved, action should be taken.

If Mindtree determines that action must be taken, it may ask one or both of the employees to transfer to another position, location, or project. If a transfer proposed by Mindtree is refused, or if Mindtree determines that the situation cannot be adequately addressed by transfer (or if Mindtree determines that transfer otherwise would not be in the best interests of Mindtree), Mindtree may terminate the employment of one or both employees. Mindtree has the sole discretion to determine whether a problem exists and how to address it. Accordingly, Mindtree is not limited to transfer and discipline/termination as its only options.

9) Personal Behavior

Mindtree expects all Mindtree Minds to be honest and fair in dealing with people, customers, vendors, competitors or others because you are the brand ambassador of Mindtree and your actions help to form others' impressions about Mindtree.

10) Breach of Discipline

As discussed above, Mindtree expects all Mindtree Minds to behave in a professional manner. Listed below are categories of inappropriate conduct that may lead to disciplinary action, up to and including termination of employment from Mindtree (This list is just illustrative and not exhaustive).

"Theft, fraud, forgery, embezzlement, misappropriation; dishonesty, harassment, indecent behavior, sexual advances, suggestive remarks, racial slurs, derogatory remarks/discrimination on - disability, veteran status, national origin, sexual orientation, race, color, religion, political affiliation, sex, or age. The list also includes forwarding/ viewing pornographic material at work or on work computers or other devices, willful insubordination, disobedience, absence without leave, habitually irregular attendance, neglect of work, willful damage of company property, disclosing/divulging trade secrets/confidential information/special processes/methodologies, unfair dealing with parties, false representation/misrepresentation, false recording/reporting of information, drunkenness, riotous behavior, commission of certain criminal offense(s), aiding or abetting any act listed herein, willful breach of law/rule / policy / guideline/procedure, working under the influence of alcohol or illegal drugs, creating/encouraging an offensive work environment, etc."



In the event Mindtree receives information suggesting that you may have engaged in any of the conduct described above, People Function personnel may require you to undergo necessary tests/assessments/inquiry as appropriate. You will be expected to cooperate in any investigation People Function or Mindtree management conducts or directs. Mindtree reserves the right to test Mindtree Minds for drug and alcohol use for cause or when a client requires testing.

11) Usage of Assets

As a Mindtree Mind, you will come in contact with the below mentioned assets as part of your job. You shall not disclose or divulge any of these assets without permission. You also shall not give false information, misinterpret or misquote any of these assets.

Information which can safely be construed as intellectual property or as copyrightable material includes the following -

- Product of ideas and hard work
- Confidential data
- Any business/functional plan
- Personal information
- Design
- Processes and know-how
- Any internal databases
- Patents /application
- Copyrighted material
- Methodologies, Services etc.

You will also ensure that company confidential information is not used for -

- Benefiting a third party,
- Having reciprocal dealings for personal benefits,
- Acquiring pirated, illegal unlicensed software,
- Receiving or giving extensive gifts/presents,
- Following any practices that lead to monopolies or restrict trade,
- Causing any violation of legal or statutory requirements, etc.

Please understand that unintentional disclosure of proprietary information can be just as harmful as intentional disclosure. Hence you are directed not to disclose Mindtree's confidential information to anyone (including fellow employees, if you are unsure of whether to divulge or not) unless otherwise required or permitted by law or directed by Mindtree management.



Mindtree

A Larsen & Toubro Group Company

12) Workplace Etiquettes

Workplace etiquette and housekeeping of personal space is a discipline. You must keep your desk space area clean at all times and should put away any papers, books, files, stationery, etc. when you close work for the day. You must ensure that you maintain minimum noise levels at all times so as not to disturb others. Please be conscious of Mindtree's Green council policy while using company / customer provided resources like printers, stationery, etc.

All Mindtree facilities/ campuses are designated as non-smoking zones. If you wish to smoke at work, please make use of designated smoking areas only.

It is imperative to safeguard the assets (computers, telephones, LCD, etc.) of the company from dishonest, illegal or willfully negligent acts. It is a serious violation to remove any assets from the company or use for personal benefit.

13) Information Disclosure

As a Mindtree Mind, you are expected to maintain the confidentiality of Mindtree's trade secrets and private or confidential information. Trade secrets may include information regarding the development of systems, processes, products, know-how and technology. If in doubt about whether a document or other information should be considered confidential, please contact your supervisor or People Function representative.

Mindtree Minds should not speak to the media on Mindtree's behalf without contacting company spokesperson/public relations personnel. All media inquiries should be directed to them.

You must be aware that Mindtree subscribes to the provisions and guidelines of security controls as defined under ISO 27001 in the current form and with any subsequent changes. In Mindtree, you are expected to adhere to the defined compliance under the security policy. Any breach of information security controls may result in disciplinary action up to and including termination of employment.

14) Information privacy

For privacy related rights please refer to the Data Privacy Policy available in People hub and <https://www.mindtree.com>.

Agreed and Accepted

Signature : 
G VAMSHIDHAR GOUD (Nov 9, 2022 18:35 GMT+5.5)

Name : G VAMSHIDHAR GOU

Date : Nov 9, 2022

Mindtree Ltd., Global Village

T +91 80 6706 4000

RVCE Post, Mysore Road

F +91 80 6706 4100

Bangalore 560 059, India

W www.mindtree.com



Mindtree – LTI Amalgamation

Dear GUNDRATHI GOUD

We deeply value your decision to consider joining Mindtree and look forward to collaborating with you on building a fast-paced, progressive career for you.

Thanks to our cutting-edge digital transformation work for a growing roster of customers, we have been reporting industry-leading growth for the past several quarters despite an environment of rapid business and technology shifts. Our success speaks to the strength of our business model and the relevance of our strategic direction as an enabler of superior competitive advantage, customer experiences, and business outcomes for some of the world's most pioneering enterprises. We are now ready to take a significant leap forward in further accelerating our industry-acclaimed growth journey with an eye on the future.

In May this year, Mindtree and LTI — both Larsen & Toubro Group companies — announced a merger that will see Mindtree and LTI join strengths to create an efficient and scaled-up IT services provider called **LTIMindtree** and exceeding \$3.5 billion. Mindtree and LTI have delivered market-leading financial performance and created tremendous value for shareholders. Given that recent industry shifts such as the prominence of large deals and preference for end-to-end offerings benefit at-scale players, the two companies have decided that the time is appropriate to combine the strengths of both organizations to serve customers better.

- Significant scale benefits are anticipated through Mindtree and LTI's complementary strengths, resulting in a more robust portfolio of offerings across verticals. Enhanced customer engagement and delivery model through the industrialization of delivery and streamlined value-enabling processes to improve large-deal capabilities. These opportunities will help build stronger partnerships with ecosystem players and, most notably, a more distinctive value proposition for you, including opportunities to take on exciting, new projects and reach greater heights in your career with LTIMindtree.

The transaction is awaiting shareholder and regulatory approvals, and the formal integration will begin after that. Until then, Mindtree and LTI will continue to operate as independent companies.

Thank you once again for considering the offer to join Mindtree. We are excited about the synergies this merger between Mindtree and LTI will help unlock for all our stakeholders. When you join, you will be a part of a dynamic workforce driven by a culture of innovation and growth. We are counting on you to provide further impetus to our industry-leading growth story.

We cannot wait to welcome you onboard.

Best Regards,

Talent Acquisition Team

Mindtree

Getting businesses +
to the **future, faster.**






Mindtree Offer Letter

Final Audit Report

2022-11-09

Created:	2022-11-09
By:	Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA7lq5rJuRRmx3743ljfoa5OVV66azHp0G

"Mindtree Offer Letter" History

-  Document created by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
2022-11-09 - 2:06:47 AM GMT- IP address: 20.44.36.220
-  Waiting for Signature by gundrathivamshi1729@gmail.com
2022-11-09 - 2:06:51 AM GMT
-  Signer gundrathivamshi1729@gmail.com entered name at signing as G VAMSHIDHAR GOUD
2022-11-09 - 10:45:14 AM GMT- IP address: 49.37.128.74
-  Document e-signed by G VAMSHIDHAR GOUD (gundrathivamshi1729@gmail.com)
E-signature hosted by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Signature Date: 2022-11-09 - 10:45:16 AM GMT - Time Source: server- IP address: 49.37.128.74
-  Agreement completed.
2022-11-09 - 10:45:16 AM GMT

Offer - Letter of Intent

Dear Ajmeera Rachana,

Congratulations!

We are pleased to inform you that you have been selected for the position of Graduate Engineer Trainee with an annual salary of **INR. 6,00,000/- (Six lakhs Only)** in our Organization during the Campus Recruitment Programme – 2023 drive. Kindly consider this as an offer and we request you to join us as part of Stellantis India **GET Programme-2023 batch**.

Please note that your place of posting can be in any of the working location where our business offices are situated. Currently we have our business offices in Pune & Chennai.

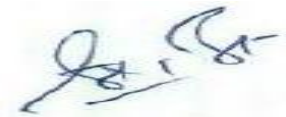
This offer is valid subject to you clearing all your academic papers & being found medically fit. You will be intimated on your date of joining which may be anytime post completion of your course.

Request you to give us your confirmation regarding your acceptance of our offer by returning a signed copy of this Letter of Intent to us as an acknowledgement.

Welcome to the STELLANTIS family!

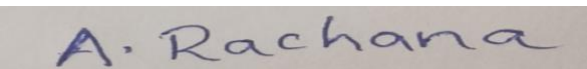
Truly Yours,

For FCA Engineering India Private Ltd.



Augustine Justin
Sr. Director - Human Resources

Signature & Name of the Candidate: AJMEERA RACHANA



Phone Number of candidate: 9154268801

Email ID of candidate: ajmeerarachana4@gmail.com

Place: langer house ,Hyderabad

Date: 30-03-2023

FCA Engineering India Private Limited

Regd. Office: 6th Floor, Chennai One IT SEZ - Phase II "Opus", Thoraippakam,
Chennai - 600 097, Tamil Nadu, India.

Tel: +91 44 4590 3800, Fax: +91 44 4590 3900

Email: hrsea@fcagroup.com CIN:

U29253TN2007PTC064974

www.stellantis.com



Hexagon Capability Center India Pvt. Ltd.
DivyaSree Trinity Campus HITEC City, Madhapur
Hyderabad 500 081, India
T: +91 40 7103 5000
www.hexagon-cci.com
CIN: U72200TG1987PTC014464

24 January 2023

Thandava Sai Rohith Achanta
MadhuraNagar
Vijayawada
Andhra Pradesh - 520011

Offer Letter

Dear Rohith,

Further to our recent discussions regarding employment opportunities at Hexagon Capability Center, we have the pleasure of making this offer to you to join our organization as **Software Developer**.

We offer you a Salary of **Rs. 5,50,200/-** (Five Lakh Fifty Thousand Two Hundred Only) the breakup of which is enclosed. This offer is valid up to **26 January 2023** and will stand cancelled in the absence of your confirmation. You are expected to join the organization on or before **10 July 2023**. Please return the signed duplicate copy of letter as an acknowledgment.

You shall be posted at **Hyderabad**. However, the job may require you to be posted anywhere in India or abroad as per the requirements of the organization from time to time. You will be on Probation for a period of six months from the date of joining.

You will receive a detailed appointment letter on joining us. We welcome you to Hexagon Capability Center India Pvt. Ltd. and look forward to working with you.

With Best Wishes,

For **Hexagon Capability Center India Pvt. Ltd.**,

A handwritten signature in black ink, appearing to read 'Manoj Patloori', written over a horizontal line.

Manoj Patloori
Executive Manager Talent Acquisition

Encl: Total Rewards Statement- Annexure 1 & Annexure 2



Hexagon Capability Center India Pvt. Ltd.
DivyaSree Trinity Campus HITEC City, Madhapur
Hyderabad 500 081, India
T: +91 40 7103 5000
www.hexagon-cci.com
CIN: U72200TG1987PTC014464

24 January 2023

Sai Teja Thota

H.No 8-44/1, Gopalraopet
Tandur mdl, Mancherial dist
Telangana -504272

Offer Letter

Dear Sai Teja,

Further to our recent discussions regarding employment opportunities at Hexagon Capability Center, we have the pleasure of making this offer to you to join our organization as **Software Developer**.

We offer you a Salary of **Rs. 5,50,200/-** (Five Lakh Fifty Thousand Two Hundred Only) the breakup of which is enclosed. This offer is valid up to **26 January 2023** and will stand cancelled in the absence of your confirmation. You are expected to join the organization on or before **10 July 2023**. Please return the signed duplicate copy of letter as an acknowledgment.

You shall be posted at **Hyderabad**. However, the job may require you to be posted anywhere in India or abroad as per the requirements of the organization from time to time. You will be on Probation for a period of six months from the date of joining.

You will receive a detailed appointment letter on joining us. We welcome you to Hexagon Capability Center India Pvt. Ltd. and look forward to working with you.

With Best Wishes,

For **Hexagon Capability Center India Pvt. Ltd.**,

A handwritten signature in black ink, appearing to read 'Manoj Patloori', written over a horizontal line.

Manoj Patloori
Executive Manager Talent Acquisition

Encl: Total Rewards Statement- Annexure 1 & Annexure 2



HEXAGON

Total Rewards Statement- Annexure 1

DETAILS OF COMPENSATION

Name : Sai Teja Thota
Designation : Software Developer
Band : 9

	Salary Component	Amount
A.	Monthly Salary (Rs. /Per month)	
	Basic	18,340
	H.R.A.	9,170
	Child Education Allowance	200
	Child Hostel Allowance	300
	LTA	4,000
	Telephone Reimbursement*	1,000
	Car Maintenance Reimbursement*	2,700
	Special Allowance	7,057
	Sub-Total	42,767
B.	Retiral Benefits (Rs. /Per month)	
	Provident Fund – Employer Contribution	2,201
	Gratuity Plan**	882
	NPS	0
	Sub-Total	3,083
C.	Monthly Gross Pay (BASE)	45,850
D.	Annual Gross Pay (BASE) (OTE)	5,50,200
E.	Standard Benefits (Annualized value in Rs.)	
	Meal Card	22,800
	Premium paid for company provided insurances	21,250
	Online Learning Platform Subscription	7,200
	Sub- Total	51,250
F.	Annual Cost to Company (CTC)	6,01,450

* Reimbursements are Tax Exempted on submission of relevant bills.

** As per company policy, the entitlement of gratuity will be the actual eligible amount calculated in line with the Payment of Gratuity Act, 1972, without any upper cap post completion of 1 year of continuous service as regular employee. However, any amount above ₹ 20 Lacs (if applicable) will be subject to income tax as per rules.

- As per the Payment of Bonus Act, you are entitled to statutory bonus subject to a maximum of Rs. 7,000 Per Annum



Total Rewards Statement- Annexure 2

You are entitled to the following benefits:

Insurance Benefits	Sum Assured (Rs.)
Group Term Life Insurance	Covered as 2X of OTE
Group Personal Accident Policy Insurance	INR 10 Lakhs
Group Medical Insurance	Based on Band

Band Based Benefits	Amount	Features
Executive Health Check up	INR 1,150	Conducted yearly once in month of Nov- Dec

We offer complimentary breakfast in Hyderabad office, on all working days.

All employees are eligible for milestone-based benefits like Wedding gift and Childbirth gift, tenure-based Services awards, and Company Day gifts.

Please refer to relevant policy for more details. All policies are subject to review and periodic revision.

Received and accepted the Offer Letter.

Signature:

RACE AHEAD IN LIFE

Getting ahead in life may mean many different things to different people. At CtrlS for us, it's about dreaming big and making it big. It's about being successful while having fun. It's something that's derived from constant practice, learning, and growth.

Welcome to CtrlS !

ENJOY THE RIDE !



29 Oct 2022

To,

**Kasam Nikhil,
Hyderabad.**

OFFER LETTER

Dear **Kasam Nikhil**,

Please refer to your application and the subsequent interview with us. We are happy to inform you that you have been selected by us for the position of “Associate Engineer” at “CtrlS Datacenters Ltd.”

We are, therefore, pleased to appoint you in the permanent employment of this Company on the following general terms and conditions of employment.

1. During the training period, you will receive Rs. 10,000 (Ten Thousand rupees only) as stipend per month. Upon completion of your training period, your consolidated salary is **Rs.500000/- p.a.**, (Five Lakh Rupees Only) and other emoluments will be as per **Appx 'A'**.
2. During your employment with this company, you will be bound by such rules and regulations at any time, and also by such legal requirements as may be applicable. You are expected to give to the company, your best efforts, attention and commitment. You are explicitly advised to refrain from any such activity, whether for monetary or any other considerations, as may become in our opinion, a hindrance to your performance.
3. You are, by virtue of employment with this company, required to do work allied, ancillary or related to incidental to the main job. Similarly, you may be asked to do any other job within your competence as judged by the company, depending upon the exigencies of the situation.
4. During the course of your employment with us, you will come in possession of the knowledge of the trade and methods of the business. It is essential that you under take to maintain total secrecy about all the information, knowledge, or such other matters. You shall not by yourself or through others, allow the same to be used in any manner detrimental to this company either during your employment or thereafter.

5. You would report to your seniors or as assigned by the management from time to time during your employment. You would be responsible for all the objectives/targets set in accordance with your reporting authorities, which are considered for evaluation of your probation period for Six months.
6. Your appointment and the employment will be subject to your being and remaining **medically fit**. It is necessary for you to get medically examined, as and when required by the company.
7. Your employment is substantially based on the information provided by you. If, it is found that the information provided by you are incorrect or that some information is suppressed, then your employment is liable for summary termination.
8. The contract of employment can be terminated by either Party, without cause, by giving to the other Party 3 months' notice, in writing, of its intention to do so. The Company may, at its sole discretion, waive the whole or part of the notice period. In the event the employee is on probation, and his/her employment has not been confirmed, the contract of employment can be terminated by either Party by giving to the other Party a notice of 1 month, in writing, of its intention to do so or by tendering a sum equivalent to 1 month salary, in lieu thereof.
9. Your employment at the company could be terminated for cause, upon immediate written notice to you, if there is any kind of:
 - (a) Illegal activity - relating to work or not - harming the reputation of the company.
 - (b) Indecent behavior with colleagues, customers or suppliers.
 - (c) Personal bankruptcy / insolvency.
 - (d) Refusal to do any lawful work assigned by the company.
 - (e) Absenteeism.
 - (f) Willful neglect of work.
 - (g) Repeated insubordination or violation of employment rules.
 - (h) Undisclosed conflict of interest.
 - (i) Financial irregularity with respect to expenses incurred or reimbursed by the Company.
 - (j) Corporate espionage
10. You hereby covenant, undertake and agree that during the term of your employment and for a period of 1 year following the termination of the employment, thereafter, you shall not on your own or together with any Person, directly or indirectly:
 - (i) Solicit or take away from the Company or attempt to solicit or take away, the business of any customers or any potential customer with whom you have dealt during the employment with the Company, any other related parties or clients of the Company who have been customers or clients of the Company.
 - (ii) Solicit or entice away or attempt to solicit or entice away any person who at any time during such period shall have been a director, officer, employee or associate of the Company. Be directly or indirectly interested, concerned, or engaged as principal or partner or director, agent or employee, assistant, consultant, advisor or contractor in any other capacity in any business whether for profit or otherwise relating to Internet Data Center Solutions, Internet Services or such fields which is in direct competition with the business of the Company or any business contemplated by the Company, in any geographical area within India.

11. On ceasing to be in the employment of this company for any reason, you will promptly settle all accounts including the return of all Company properties, tools, equipment, documents, etc., without making or retaining any copies.
12. Your growth in this company depends, among other factors, primarily upon contribution, dedication, sincerity and initiative.
13. You are requested to submit the documents as intimated by the “HRD Department”, at the time of joining.
14. You will receive your job profile in due course of time.
15. Please acknowledge and confirm your acceptance of the terms and conditions mentioned in this letter.

We welcome you, and look forward to many years of mutually rewarding and beneficial association. Hope that you work with much more enthusiasm and dedication in your future to come out with stupendous performance

Yours truly,
For **CtrlS Datacenters Ltd.**

P Rajani Reddy
Authorized Signatory

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

The details of the offer given to you are as given below:

- | | | |
|----------------|---|---------------------|
| 1. Name | : | Kasam Nikhil |
| 2. Designation | : | Associate Engineer |
| 3. Grade | : | L0 |
| 4. Location | : | Hyderabad |

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	14667	Basic	176004
HRA	9167	HRA	110004
LTA	5000	LTA	60000
Special Allowance	6033	Special Allowance	72396
A. Fixed Salary	34867	A. Fixed Salary	418404
B. Performance Linked Pay	5000	B. Performance Linked Pay	60000
C. Employer Provident Fund	1800	C. Employer Provident Fund	21600
Total CTC (A+B+C)	41667	Total CTC (A+B+C)	500000

Other Perks	Limit (p.a)	Coverage
Medical Insurance Coverage	300000	Employee, Spouse and 2 Children
Life Term Insurance	500000	
Accidental Insurance	500000	

Note: Performance linked pay will be released on proportional to your performance ratings.

TDS will be deducted according to the income tax norms

Yours truly,
For **CtrlS Datacenters Ltd.**

P Rajani Reddy
Authorized Signator

Date: 05-Dec-2022

Name: Pradeep Birudu

College: CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY, Proddatur

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Pradeep Birudu,

Welcome to LTIMINDTREE (hereinafter referred as the "Company"). Congratulations on being selected as a GRADUATE ENGINEER TRAINEE. This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (refer annexure 1) and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs. 35,000 pm.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You will also be issued a detailed Letter of Appointment as GRADUATE ENGINEER TRAINEE subject to you meeting the eligibility criteria as mentioned in Annexure-1. Your appointment is in accordance with the Apprentices Act, 1961.
4. Documents - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer Annexure-2).
5. Background Verification - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.
6. If the above terms and conditions are acceptable, kindly acknowledge this GRADUATE ENGINEER TRAINEE Offer Letter by digitally signing this offer within 7 days from the date of receipt of this mail and offer document.

If you do not digitally sign the offer letter within the above-mentioned period, the aforesaid offer automatically stands cancelled. Post registration on the above portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

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

8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with LTIMINDTREE will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Training Program assessments
- Unauthorized absence during the Training Program
- Integrity and other disciplinary expectations

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

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

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

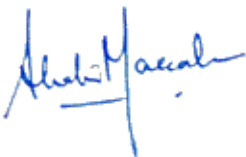
12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

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

14. 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 the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

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

Yours faithfully,
For LTIMINDTREE Ltd (Formerly Larsen & Toubro Infotech Limited)*.



Shalini Macaden
VICE PRESIDENT - PEOPLE FUNCTION

I have read the letter and accept the same.

Pradeep birudu
Pradeep birudu (Dec 7, 2022 08:43 GMT+5.5)

Dec 7, 2022

ANNEXURE-1

Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on date of Offer	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
Re-attempts/ATKTs/Backlogs/Arrears: (Diploma, Graduation, Post-Graduation)	* No active/live backlogs allowed at the time of the interview process * All backlogs (if any) must be cleared <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
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

Training phase:	The period of training (classroom/virtual) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non-performance during training/on the job phase is subjected to separation from the organization
Eligibility for Maternity Leave:	As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 80 days in the organization in the twelve months immediately preceding the date of her expected date of delivery

Self-Declaration:

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that this recruitment process is completely free of cost.
3. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
4. I am flexible to work at any LTIMINDTREE Development Center/ Customer Site/ Partner premise as per business requirement.
5. I am flexible to work in any technology/domain/work shift assigned to me based on the business requirement

Candidate Signature:


Pradeep birudu (Dec 7, 2022 08:43 GMT+5.5)

Name:

Pradeep Birudu

Institute Name:

CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY

Mobile No:

7386303028

Date of interview process:

16-Oct-2022

ANNEXURE-2

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

- A. Duly acknowledged copy of the GRADUATE ENGINEER TRAINEE Offer Letter.
- B. Non-Disclosure Agreement.
- C. Two copies of your recent passport size photograph with white background.

Attested copies of the following are required:

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

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

ANNEXURE-3

Name : Pradeep Birudu

Salary Grade : C1

Date: 05-Dec-2022

Components	INR p.a.	INR p.m.
Basic	252,012.00	21,001.00
Bouquet of Benefits*	351,048.00	29,254.00
Statutory Bonus	0.00	0.00
A. Base Salary (p.a.)	603,060.00	50,255.00
Annual Incentive (p.a.)	0.00	
B. Total Variable (p.a.)	0.00	
C. TTC (p.a.)	603,060.00	
Provident Fund (PF)	30,252.00	2,521.00
Gratuity	12,132.00	1,011.00
Mediclaime Premium	7,704.00	
D. Retirals & Other Benefits	50,088.00	
Cost to Company (CTC) C + D	653,148.00	

Medical Insurance Premium:

The Group Mediciam Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age). Coverage limits are as per company policy

You would also be eligible to be covered under the Group Term Life and Group Accident Insurance policy as per the company policy.

Notes:

- 1) Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
- 2) Bouquet of Benefits* /Flexi Pay consists of Flexi-components which may include HRA, Conveyance, LTA, Meal Allowance and Adhoc allowance.
- 3) H.R.A. will be deducted for accommodation (if any) provided by the Company.
- 4) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
- 5) Gratuity payment shall be as per "Payment of Gratuity Act, 1972".
- 6) 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.

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

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Code of Conduct

Summary:

LTIMindtree employees are expected to follow a professional code of conduct and work ethics. The intent of this document is to lay the ground rules for professional and disciplined behavior in the office premises and/or at client locations. LTIMindtree cannot anticipate all situations that may arise during your employment. When in doubt about an appropriate course of conduct, please contact your supervisor or a People Function representative.

Your employment with LTIMindtree is subject to your acceptance of this Code of Conduct Procedure. All LTIMindtree employees are required to read, understand and sign the Code of Conduct procedures when they are hired.

Objective:

To define guidelines on the professional code of conduct and work ethics in the office premises and/or at client locations.

Eligibility/Applicability:

All LTIMindtree employees, LTIMindtree's clients, vendors, partners etc.

Code of Conduct :

The policy details various scenarios under which Code of Conduct is monitored.

1) Personal Interest v/s LTIMindtree's interest

In day-to-day work scenarios, you could face situations where a possible course of action would advance your personal interests at the expense of the company. In such situations, you are expected to put the best interests of the company first. When in doubt, please check with People Function and/or your Manager.

2) Use of proprietary or confidential information of third party

You should not disclose to LTIMindtree, bring onto LTIMindtree's premises or induce LTIMindtree to use any confidential information that belongs to anyone other than LTIMindtree or yourself. You are instructed neither to make use of any confidential or proprietary information of a third party in the course of performing your job duties or services, nor include or incorporate any such information with or into any product or work that you create, design, or develop for or on behalf of LTIMindtree in the course of performing your duties or services unless you have the prior written consent of LTIMindtree. Reference to 'LTIMindtree' above includes LTIMindtree's clients, vendors and partners as well.

3) Office for Profit

Without the consent of LTIMindtree, you are prohibited from initiating or accepting any work as an Employee, consultant, adviser or as a member of board of directors of any other company. If you wish to seek approval for such outside work, please contact your People Function representative.

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LTIMindtree is committed to complying with all applicable laws providing equal opportunities to individuals regardless of race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by law. This responsibility applies to all persons involved in the operations of LTIMindtree and prohibits unlawful discrimination by any LTIMindtree employee, including supervisors and coworkers.

LTIMindtree prohibits taking negative action against any LTIMindtree employee for reporting a possible deviation from this policy or for cooperating in an investigation. Any LTIMindtree employee who retaliates against another LTIMindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination of employment.

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LTIMindtree recognizes that sometimes employees enter into personal relationships in the workplace, and this provision is not intended to prohibit such relationships. However, certain romantic or sexual relationships can interfere with the smooth operation of its business. Some of these relationships can also result in actual or potential disclosure of confidential or sensitive information and can have other detrimental effects. LTIMindtree reserves the right to determine when a relationship presents a problem in the workplace.



Without limiting its discretion to address problematic relationships or situations, LTIMindtree offers the following guidelines:

During working time and in working areas, employees must keep personal exchanges limited so that others are not distracted or offended, and so that productivity is maintained. During nonworking time, such as lunches, breaks and before and after work periods, employees may have appropriate personal conversations in non-work areas as long as their conversations and behaviors could not be perceived as offensive or uncomfortable to a reasonable person. Employees are strictly prohibited from engaging in conduct that would be deemed inappropriate by a reasonable person while on company premises, regardless of whether they are working at the time.

LTIMindtree generally considers employee off-duty conduct as private, as long as the conduct does not create problems within the workplace. Exceptions to this principle, however, involve 1) romantic or sexual relationships between supervisors and subordinates (regardless of the reporting structure) or 2) romantic or sexual relationships between any employee in the People Function or Finance departments and any other employee. Both employees involved in a relationship in either of these categories must immediately disclose to LTIMindtree the existence of a romantic or sexual relationship. Such required disclosure must be made in writing to People Function. People Function will provide an appropriate form upon request. Failure to make this disclosure may result in disciplinary action up to and including termination of employment. This disclosure will enable LTIMindtree to determine whether, given the relative positions of the individuals involved, action should be taken.

If LTIMindtree determines that action must be taken, it may ask one or both of the employees to transfer to another position, location, or project. If a transfer proposed by LTIMindtree is refused, or if LTIMindtree determines that the situation cannot be adequately addressed by transfer (or if LTIMindtree determines that transfer otherwise would not be in the best interests of LTIMindtree), LTIMindtree may terminate the employment of one or both employees. LTIMindtree has the sole discretion to determine whether a problem exists and how to address it. Accordingly, LTIMindtree is not limited to transfer and discipline/termination as its only options.

9) Personal Behavior

LTIMindtree expects all LTIMindtree Minds to be honest and fair in dealing with people, customers, vendors, competitors or others because you are the brand ambassador of LTIMindtree and your actions help to form others' impressions about LTIMindtree.

10) Breach of Discipline

As discussed above, LTIMindtree expects all LTIMindtree employees to behave in a professional manner. Listed below are categories of inappropriate conduct that may lead to disciplinary action, up to and including termination of employment from LTIMindtree (This list is just illustrative and not exhaustive).

"Theft, fraud, forgery, embezzlement, misappropriation; dishonesty, harassment, indecent behavior, sexual advances, suggestive remarks, racial slurs, derogatory remarks/discrimination on - disability, veteran status, national origin, sexual orientation, race, color, religion, political affiliation, sex, or age. The list also includes forwarding/ viewing pornographic material at work or on work computers or other devices, willful insubordination, disobedience, absence without leave, habitually irregular attendance, neglect of work, willful damage of company property, disclosing/divulging trade secrets/confidential information/special processes/methodologies, unfair dealing with parties, false representation/misrepresentation, false recording/reporting of information, drunkenness, riotous behavior, commission of certain criminal offense(s), aiding or abetting any act listed herein, willful breach of law/rule / policy / guideline/procedure, working under the influence of alcohol or illegal drugs, creating/encouraging an offensive work environment, etc."

Registered Office: L&T House, Ballard Estate, Mumbai 400 001, India
www.ltimindtree.com | Telephone: + 91 022 22618181

In the event LTIMindtree receives information suggesting that you may have engaged in any of the conduct described above, People Function personnel may require you to undergo necessary tests/assessments/inquiry as appropriate. You will be expected to cooperate in any investigation People Function or LTIMindtree management conducts or directs. LTIMindtree reserves the right to test LTIMindtree employees for drug and alcohol use for cause or when a client requires testing.

11) Usage of Assets

As a LTIMindtree employee, you will come in contact with the below mentioned assets as part of your job. You shall not disclose or divulge any of these assets without permission. You also shall not give false information, misinterpret or misquote any of these assets.

Information which can safely be construed as intellectual property or as copyrightable material includes the following -

- Product of ideas and hard work
- Confidential data
- Any business/functional plan
- Personal information
- Design
- Processes and know-how
- Any internal databases
- Patents /application
- Copyrighted material
- Methodologies, Services etc.

You will also ensure that company confidential information is not used for -

- Benefiting a third party,
- Having reciprocal dealings for personal benefits,
- Acquiring pirated, illegal unlicensed software,
- Receiving or giving extensive gifts/presents,
- Following any practices that lead to monopolies or restrict trade,
- Causing any violation of legal or statutory requirements, etc.

Please understand that unintentional disclosure of proprietary information can be just as harmful as intentional disclosure. Hence you are directed not to disclose LTIMindtree's confidential information to anyone (including fellow employees, if you are unsure of whether to divulge or not) unless otherwise required or permitted by law or directed by LTIMindtree management.

12) Workplace Etiquettes

Workplace etiquette and housekeeping of personal space is a discipline. You must keep your desk space area clean at all times and should put away any papers, books, files, stationery, etc. when you close work for the day. You must ensure that you maintain minimum noise levels at all times so as not to disturb others. Please be conscious of LTIMindtree's Green council policy while using company / customer provided resources like printers, stationery, etc.

All LTIMindtree facilities/ campuses are designated as non-smoking zones. If you wish to smoke at work, please make use of designated smoking areas only.

It is imperative to safeguard the assets (computers, telephones, LCD, etc.) of the company from dishonest, illegal or willfully negligent acts. It is a serious violation to remove any assets from the company or use for personal benefit.

13) Information Disclosure

As a LTIMindtree Mind, you are expected to maintain the confidentiality of LTIMindtree's trade secrets and private or confidential information. Trade secrets may include information regarding the development of systems, processes, products, know-how and technology. If in doubt about whether a document or other information should be considered confidential, please contact your supervisor or People Function representative.

LTIMindtree employees should not speak to the media on LTIMindtree's behalf without contacting company spokesperson/public relations personnel. All media inquiries should be directed to them.

You must be aware that LTIMindtree subscribes to the provisions and guidelines of security controls as defined under ISO 27001 in the current form and with any subsequent changes. In LTIMindtree, you are expected to adhere to the defined compliance under the security policy. Any breach of information security controls may result in disciplinary action up to and including termination of employment.

14) Information privacy

For privacy related rights please refer to the Data Privacy Policy available in [LTIMindtree Privacy Policy Statement - LTIMindtree](#).

Agreed and Accepted

Signature : Pradeep birudu
Pradeep birudu (Dec 7, 2022 08:43 GMT+5.5)

Name : Pradeep Kumar Biru

Date : Dec 7, 2022




LTIMindtree Offer Letter

Final Audit Report

2022-12-07

Created:	2022-12-05
By:	LTIMindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAED9GiPyDeZa3KoUeu9IRcG3N_JVZCITv

"LTIMindtree Offer Letter" History

-  Document created by LTIMindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
2022-12-05 - 6:49:31 PM GMT- IP address: 20.44.36.221
-  Waiting for Signature by pradeepkumarbirudu2019@gmail.com
2022-12-05 - 6:49:36 PM GMT
-  Signer pradeepkumarbirudu2019@gmail.com entered name at signing as Pradeep birudu
2022-12-07 - 3:13:16 AM GMT- IP address: 45.112.49.87
-  Document e-signed by Pradeep birudu (pradeepkumarbirudu2019@gmail.com)
E-signature hosted by LTIMindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Signature Date: 2022-12-07 - 3:13:18 AM GMT - Time Source: server- IP address: 45.112.49.87
-  Agreement completed.
2022-12-07 - 3:13:18 AM GMT

Date: 05-Nov-2022

Name: CHINTHAPALLY REDDY

College: CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY, Proddatur

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear CHINTHAPALLY REDDY,

Welcome to MINDTREE (hereinafter referred as the "Company"). Congratulations on being selected as a GRADUATE ENGINEER TRAINEE. This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (refer annexure 1) and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs. 25,000 pm.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You will also be issued a detailed Letter of Appointment as GRADUATE ENGINEER TRAINEE subject to you meeting the eligibility criteria as mentioned in Annexure-1. Your appointment is in accordance with the Apprentices Act, 1961.
4. Documents - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer Annexure-2).
5. Background Verification - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.
6. If the above terms and conditions are acceptable, kindly acknowledge this GRADUATE ENGINEER TRAINEE Offer Letter by digitally signing this offer within 7 days from the date of receipt of this mail and offer document.

If you do not digitally sign the offer letter within the above-mentioned period, the aforesaid offer automatically stands cancelled. Post registration on the above portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

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

8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with MINDTREE will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Training Program assessments
- Unauthorized absence during the Training Program
- Integrity and other disciplinary expectations

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

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

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

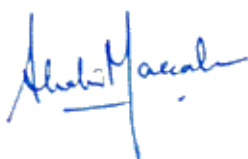
12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

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

14. 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 the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

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

Yours faithfully,
For MINDTREE Ltd.



Shalini Macaden
VICE PRESIDENT - PEOPLE FUNCTION

I have read the letter and accept the same.


CHINTHAPALLY MAHARSHI REDDY (Nov 5, 2022 17:15 GMT+5.5)

Nov 5, 2022

ANNEXURE-1

Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on date of Offer	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
Re-attempts/ATKTs/Backlogs/Arrears: (Diploma, Graduation, Post-Graduation)	* No active/live backlogs allowed at the time of the interview process * All backlogs (if any) must be cleared <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
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
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



Mindtree

A Larsen & Toubro Group Company


Eligibility for Maternity Leave:	As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 80 days in the organization in the twelve months immediately preceding the date of her expected date of delivery
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Self-Declaration:

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that this recruitment process is completely free of cost.
3. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
4. I am flexible to work at any MINDTREE Development Center/ Customer Site/ Partner premise as per business requirement.
5. I am flexible to work in any technology/domain/work shift assigned to me based on the business requirement

Candidate Signature:


CHINTHAPALLY MAHARSHI REDDY (Nov 5, 2022 17:15 GMT+5.5)

Name:

CHINTHAPALLY REDDY

Institute Name:

CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY

Mobile No:

8341079749

Date of interview process:

18-Sep-2022

ANNEXURE-2

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

- A. Duly acknowledged copy of the GRADUATE ENGINEER TRAINEE Offer Letter.
- B. Non-Disclosure Agreement.
- C. Two copies of your recent passport size photograph with white background.

Attested copies of the following are required:

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

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

**ANNEXURE-3****Name : CHINTHAPALLY REDDY****Salary Grade : C1****Date: 05-Nov-2022**

Components	INR p.a.	INR p.m.
Basic	180,000.00	15,000.00
Bouquet of Benefits*	161,040.00	13,420.00
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A. Base Salary (p.a.)	362,040.00	30,170.00
Annual Incentive (p.a.)	0.00	
B. Total Variable (p.a.)	0.00	
C. TTC (p.a.)	362,040.00	
Provident Fund (PF)	21,600.00	1,800.00
Gratuity	8,664.00	722.00
Medicclaim Premium	7,704.00	
D. Retirals & Other Benefits	37,968.00	
Cost to Company (CTC) C + D	400,008.00	



Medical Insurance Premium:

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2) Use of proprietary or confidential information of third party

You should not disclose to Mindtree, bring onto Mindtree's premises or induce Mindtree to use any confidential information that belongs to anyone other than Mindtree or yourself. You are instructed neither to make use of any confidential or proprietary information of a third party in the course of performing your job duties or services, nor include or incorporate any such information with or into any product or work that you create, design, or develop for or on behalf of Mindtree in the course of performing your duties or services unless you have the prior written consent of Mindtree. Reference to 'Mindtree' above includes Mindtree's clients, vendors and partners as well.

3) Office for Profit

Without the consent of Mindtree, you are prohibited from initiating or accepting any work as an Employee, consultant, adviser or as a member of board of directors of any other company. If you wish to seek approval for such outside work, please contact your People Function representative.



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Mindtree is committed to complying with all applicable laws providing equal opportunities to individuals regardless of race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by law. This responsibility applies to all persons involved in the operations of Mindtree and prohibits unlawful discrimination by any Mindtree Mind, including supervisors and coworkers.

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Mindtree recognizes that sometimes employees enter into personal relationships in the workplace, and this provision is not intended to prohibit such relationships. However, certain romantic or sexual relationships can interfere with the smooth operation of its business. Some of these relationships can also result in actual or potential disclosure of confidential or sensitive information and can have other detrimental effects. Mindtree reserves the right to determine when a relationship presents a problem in the workplace.



Without limiting its discretion to address problematic relationships or situations, Mindtree offers the following guidelines:

During working time and in working areas, employees must keep personal exchanges limited so that others are not distracted or offended, and so that productivity is maintained. During nonworking time, such as lunches, breaks and before and after work periods, employees may have appropriate personal conversations in non-work areas as long as their conversations and behaviors could not be perceived as offensive or uncomfortable to a reasonable person. Employees are strictly prohibited from engaging in conduct that would be deemed inappropriate by a reasonable person while on company premises, regardless of whether they are working at the time.

Mindtree generally considers employee off-duty conduct as private, as long as the conduct does not create problems within the workplace. Exceptions to this principle, however, involve 1) romantic or sexual relationships between supervisors and subordinates (regardless of the reporting structure) or 2) romantic or sexual relationships between any employee in the People Function or Finance departments and any other employee. Both employees involved in a relationship in either of these categories must immediately disclose to Mindtree the existence of a romantic or sexual relationship. Such required disclosure must be made in writing to People Function. People Function will provide an appropriate form upon request. Failure to make this disclosure may result in disciplinary action up to and including termination of employment. This disclosure will enable Mindtree to determine whether, given the relative positions of the individuals involved, action should be taken.

If Mindtree determines that action must be taken, it may ask one or both of the employees to transfer to another position, location, or project. If a transfer proposed by Mindtree is refused, or if Mindtree determines that the situation cannot be adequately addressed by transfer (or if Mindtree determines that transfer otherwise would not be in the best interests of Mindtree), Mindtree may terminate the employment of one or both employees. Mindtree has the sole discretion to determine whether a problem exists and how to address it. Accordingly, Mindtree is not limited to transfer and discipline/termination as its only options.

9) Personal Behavior

Mindtree expects all Mindtree Minds to be honest and fair in dealing with people, customers, vendors, competitors or others because you are the brand ambassador of Mindtree and your actions help to form others' impressions about Mindtree.

10) Breach of Discipline

As discussed above, Mindtree expects all Mindtree Minds to behave in a professional manner. Listed below are categories of inappropriate conduct that may lead to disciplinary action, up to and including termination of employment from Mindtree (This list is just illustrative and not exhaustive).

"Theft, fraud, forgery, embezzlement, misappropriation; dishonesty, harassment, indecent behavior, sexual advances, suggestive remarks, racial slurs, derogatory remarks/discrimination on - disability, veteran status, national origin, sexual orientation, race, color, religion, political affiliation, sex, or age. The list also includes forwarding/ viewing pornographic material at work or on work computers or other devices, willful insubordination, disobedience, absence without leave, habitually irregular attendance, neglect of work, willful damage of company property, disclosing/divulging trade secrets/confidential information/special processes/methodologies, unfair dealing with parties, false representation/misrepresentation, false recording/reporting of information, drunkenness, riotous behavior, commission of certain criminal offense(s), aiding or abetting any act listed herein, willful breach of law/rule / policy / guideline/procedure, working under the influence of alcohol or illegal drugs, creating/encouraging an offensive work environment, etc."



In the event Mindtree receives information suggesting that you may have engaged in any of the conduct described above, People Function personnel may require you to undergo necessary tests/assessments/inquiry as appropriate. You will be expected to cooperate in any investigation People Function or Mindtree management conducts or directs. Mindtree reserves the right to test Mindtree Minds for drug and alcohol use for cause or when a client requires testing.

11) Usage of Assets

As a Mindtree Mind, you will come in contact with the below mentioned assets as part of your job. You shall not disclose or divulge any of these assets without permission. You also shall not give false information, misinterpret or misquote any of these assets.

Information which can safely be construed as intellectual property or as copyrightable material includes the following -

- Product of ideas and hard work
- Confidential data
- Any business/functional plan
- Personal information
- Design
- Processes and know-how
- Any internal databases
- Patents /application
- Copyrighted material
- Methodologies, Services etc.

You will also ensure that company confidential information is not used for -

- Benefiting a third party,
- Having reciprocal dealings for personal benefits,
- Acquiring pirated, illegal unlicensed software,
- Receiving or giving extensive gifts/presents,
- Following any practices that lead to monopolies or restrict trade,
- Causing any violation of legal or statutory requirements, etc.

Please understand that unintentional disclosure of proprietary information can be just as harmful as intentional disclosure. Hence you are directed not to disclose Mindtree's confidential information to anyone (including fellow employees, if you are unsure of whether to divulge or not) unless otherwise required or permitted by law or directed by Mindtree management.



Mindtree

A Larsen & Toubro Group Company

12) Workplace Etiquettes

Workplace etiquette and housekeeping of personal space is a discipline. You must keep your desk space area clean at all times and should put away any papers, books, files, stationery, etc. when you close work for the day. You must ensure that you maintain minimum noise levels at all times so as not to disturb others. Please be conscious of Mindtree's Green council policy while using company / customer provided resources like printers, stationery, etc.

All Mindtree facilities/ campuses are designated as non-smoking zones. If you wish to smoke at work, please make use of designated smoking areas only.

It is imperative to safeguard the assets (computers, telephones, LCD, etc.) of the company from dishonest, illegal or willfully negligent acts. It is a serious violation to remove any assets from the company or use for personal benefit.

13) Information Disclosure

As a Mindtree Mind, you are expected to maintain the confidentiality of Mindtree's trade secrets and private or confidential information. Trade secrets may include information regarding the development of systems, processes, products, know-how and technology. If in doubt about whether a document or other information should be considered confidential, please contact your supervisor or People Function representative.

Mindtree Minds should not speak to the media on Mindtree's behalf without contacting company spokesperson/public relations personnel. All media inquiries should be directed to them.

You must be aware that Mindtree subscribes to the provisions and guidelines of security controls as defined under ISO 27001 in the current form and with any subsequent changes. In Mindtree, you are expected to adhere to the defined compliance under the security policy. Any breach of information security controls may result in disciplinary action up to and including termination of employment.

14) Information privacy

For privacy related rights please refer to the Data Privacy Policy available in People hub and <https://www.mindtree.com>.

Agreed and Accepted

Signature : 
CHINTHAPALLY MAHARSHI REDDY (Nov 5, 2022 17:35 GMT+5.5)

Name : CHINTHAPALLY MAH

Date : Nov 5, 2022



Mindtree – LTI Amalgamation

Dear CHINTHAPALLY REDDY

We deeply value your decision to consider joining Mindtree and look forward to collaborating with you on building a fast-paced, progressive career for you.

Thanks to our cutting-edge digital transformation work for a growing roster of customers, we have been reporting industry-leading growth for the past several quarters despite an environment of rapid business and technology shifts. Our success speaks to the strength of our business model and the relevance of our strategic direction as an enabler of superior competitive advantage, customer experiences, and business outcomes for some of the world's most pioneering enterprises. We are now ready to take a significant leap forward in further accelerating our industry-acclaimed growth journey with an eye on the future.

In May this year, Mindtree and LTI — both Larsen & Toubro Group companies — announced a merger that will see Mindtree and LTI join strengths to create an efficient and scaled-up IT services provider called **LTIMindtree** and exceeding \$3.5 billion. Mindtree and LTI have delivered market-leading financial performance and created tremendous value for shareholders. Given that recent industry shifts such as the prominence of large deals and preference for end-to-end offerings benefit at-scale players, the two companies have decided that the time is appropriate to combine the strengths of both organizations to serve customers better.

- Significant scale benefits are anticipated through Mindtree and LTI's complementary strengths, resulting in a more robust portfolio of offerings across verticals. Enhanced customer engagement and delivery model through the industrialization of delivery and streamlined value-enabling processes to improve large-deal capabilities. These opportunities will help build stronger partnerships with ecosystem players and, most notably, a more distinctive value proposition for you, including opportunities to take on exciting, new projects and reach greater heights in your career with LTIMindtree.

The transaction is awaiting shareholder and regulatory approvals, and the formal integration will begin after that. Until then, Mindtree and LTI will continue to operate as independent companies.

Thank you once again for considering the offer to join Mindtree. We are excited about the synergies this merger between Mindtree and LTI will help unlock for all our stakeholders. When you join, you will be a part of a dynamic workforce driven by a culture of innovation and growth. We are counting on you to provide further impetus to our industry-leading growth story.

We cannot wait to welcome you onboard.

Best Regards,

Talent Acquisition Team

Mindtree

Mindtree Offer Letter

Final Audit Report

2022-11-05

Created:	2022-11-05
By:	Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMbnbOGF2ZtpbXisFruzz43BzMYrWkYQP

"Mindtree Offer Letter" History

-  Document created by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
2022-11-05 - 11:29:30 AM GMT- IP address: 20.44.36.221
-  Waiting for Signature by maharshiredy2002@gmail.com
2022-11-05 - 11:29:35 AM GMT
-  Signer maharshiredy2002@gmail.com entered name at signing as CHINTHAPALLY MAHARSHI REDDY
2022-11-05 - 11:45:43 AM GMT- IP address: 49.206.49.113
-  Document e-signed by CHINTHAPALLY MAHARSHI REDDY (maharshiredy2002@gmail.com)
E-signature hosted by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Signature Date: 2022-11-05 - 11:45:45 AM GMT - Time Source: server- IP address: 49.206.49.113
-  Agreement completed.
2022-11-05 - 11:45:45 AM GMT



Letter of Intent (LOI)

Superset ID: 3362888

Date: September 30, 2022

Dear MANOJ KUMAR BOGAM,

We are immensely glad to extend a hearty welcome to you to our Cognizant family.

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited (" **Cognizant** ") and subsequent discussions. Basis the information and representation provided by you, we have found you suitable for the GenC role and your designation will be **Programmer Analyst Trainee**. Upon final scrutiny, a formal full-time employment Offer Letter with the compensation, terms and conditions, rules, regulations & policies (" **Employment Agreement** ") will be issued, and such Employment Agreement shall be subject to and be effective only upon your successful completion of the full-time internship program or Cognizant identified training programs as opted by you or mandated by Cognizant and background verification. You will have an opportunity to opt for a full-time internship with stipend during your final semester and terms and conditions governing such full-time internship program shall be detailed in the Intern Offer Letter.

It is hereby clarified that participation in this full-time internship program or Cognizant identified training programs shall not deem to constitute you to be an employee of Cognizant and the scope of this full-time internship program or Cognizant identified training programs does not include any supervisory responsibilities and that there is no agency, fiduciary or employer-employee relationship intended or created by reason of this LOI.

During this full-time internship program or Cognizant identified training programs, you shall not be entitled for any benefits paid or made available to Cognizant's full-time employees.

Upon your successfully completion of full-time internship program or Cognizant identified training programs, completion of background verification and being onboarded as an employee under a definitive Employment Agreement, your annual total remuneration shall be **INR 4,01,988/- per annum**. The detailed information on compensation and benefits will be provided in your full-time employment Offer Letter.

This LOI expresses only our intent to enable you participate in the full-time internship program or such Cognizant identified training programs as opted by you or as mandated by Cognizant, and there upon successful completion of the training which brings eligibility to receive a definitive Employment Agreement, subject to completion of hiring formalities, background verification and procedures. Cognizant has zero tolerance towards malpractice in any form and reserves all rights with respect to hiring decisions and issue of full-time Offer. This document is only a letter of intent and does not constitute any contractual relationship between you and Cognizant. Cognizant holds all rights to withhold or cancel this LOI and/or the Intern / Full-time employment Offer Letter due to non-conformance of performance benchmark or moral code of conduct.

Code of Conduct : You shall comply with Cognizants Core Values and Standards of Business Conduct, located at and incorporated herein by reference. <https://www.cognizant.com/us/en/documents/code-of-ethics.pdf>

This LOI from Cognizant is valid for 1 week - 7 calendar days, from the date of the LOI. Hence, you are requested to accept or decline the LOI within 1 week from the date of the LOI. In case we do not receive any response from your end within the aforementioned time period, this LOI shall stand withdrawn, and will be considered as void. Any extension to the LOI validity will be at the sole discretion of Cognizant. Please note that this LOI is not deemed to be considered as an employment contract or offer letter for purposes of joining Cognizant as an employee. For all onboarding formalities, the definitive Employment Agreement is required.

Upon accepting this LOI, you hereby consent for Cognizant Technology Solutions India Private Limited to receive the personal information and/or sensitive personal information ("Personal Information") submitted by you for background verification and share the same with its empaneled vendors located in India for conducting mandatory background checks for employment opportunities with Cognizant.

For further queries, related to Letter of Intent (LOI), please raise a request by clicking "Raise a Query" button in the below link. Use Superset ID as Candidate ID and choose Category as Letter of Intent (LOI).
<https://campus2cognizant.cognizant.com/Pages/Prelogin>

GenC HR Team will reach out to you over email to guide you on the next steps.
Thank you for the interest and stay tuned to hear from us.

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.

Maya Sreekumar
Vice President - Human Resources





Hexagon Capability Center India Pvt. Ltd.
DivyaSree Trinity Campus HITEC City, Madhapur
Hyderabad 500 081, India
T: +91 40 7103 5000
www.hexagon-cci.com
CIN: U72200TG1987PTC014464

24 January 2023

Saketh Reddy Redabothu
H.No.1-87/3/5, Raghavendra Nagar,
Boduppal Kaman, Hyderabad
Telangana - 500039

Offer Letter

Dear Saketh,

Further to our recent discussions regarding employment opportunities at Hexagon Capability Center, we have the pleasure of making this offer to you to join our organization as **Software Developer**.

We offer you a Salary of **Rs. 5,50,200/-** (Five Lakh Fifty Thousand Two Hundred Only) the breakup of which is enclosed. This offer is valid up to **26 January 2023** and will stand cancelled in the absence of your confirmation. You are expected to join the organization on or before **10 July 2023**. Please return the signed duplicate copy of letter as an acknowledgment.

You shall be posted at **Hyderabad**. However, the job may require you to be posted anywhere in India or abroad as per the requirements of the organization from time to time. You will be on Probation for a period of six months from the date of joining.

You will receive a detailed appointment letter on joining us. We welcome you to Hexagon Capability Center India Pvt. Ltd. and look forward to working with you.

With Best Wishes,

For **Hexagon Capability Center India Pvt. Ltd.**,

Manoj Patloori
Executive Manager Talent Acquisition

Encl: Total Rewards Statement- Annexure 1 & Annexure 2

Thank you for participating in the 2022 Campus Recruitment by **Deloitte**.

On behalf of our organisation, we would like to thank you for all your support and collaboration.

As a follow-up to the **65** 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 **29th August 2022**.

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.

"Rahul Dhir"	rahul.dhir2001@gmail.com	B.Tech/B.E.	Electronics and Electrical Engineering	1	Analyst
"Gaddala Sneha"	ugs19080_ece.sneha@cbit.org.in	B.Tech/B.E.	Electronics and Communication Engineering	2	Analyst
"Aitha Vamshi Krishna"	aitha.vamshikrishna8101@gmail.com	B.Tech/B.E.	Information Technology	3	Analyst
"Pragna Kasarla"	pragnakasarla@gmail.com	B.Tech/B.E.	Civil Engineering	4	Analyst
"Krishnaveni Oruganti"	302krishnaveni@gmail.com	B.E	CSE	5	Analyst
"GANJI SAIRAM"	sairamganji0017@gmail.com	B.Tech/B.E.	Mechanical Engineering	6	Analyst
"Chaithanya Ragula"	ragulachaithanya@gmail.com	B.Tech/B.E.	Computer Science & Engineering	7	Analyst
"Nimisha Lakshmi Malreddy"	nimisha.malreddy@gmail.com	B.Tech/B.E.	Information Technology	8	Analyst
"Akshitha Sangarsu"	akshithasangars@gmail.com	B.Tech/B.E.	Electronics and Communication Engineering	9	Analyst
"Gorantla Ritika"	ugs19012_it.ritika@cbit.ac.in	B.Tech/B.E.	Information Technology	10	Analyst
"veldhandi srivardhan"	pgs21061_mca.srivardhan@cbit.org.in	MCA	Computer Application	11	Analyst

"Bhavana Mudimadugula"	ugs19002_ece.bhavana@cbit.ac.in	B.Tech/B.E.	Electronics and Communication Engineering	12	Analyst
"Dheeraj Anumula"	dheerajanumula@gmail.com	B.Tech/B.E.	Mechanical Engineering	13	Analyst
"Pesaru Karthik Reddy"	pesarukarthikreddy1@gmail.com	B.Tech/B.E.	Information Technology	14	Analyst
"rahul vanukuri"	rahulvankuri7@gmail.com	B.Tech/B.E.	Information Technology	15	Analyst
"Priyanka Reddy Modugula"	priyankareddymodugula@gmail.com	B.Tech/B.E.	Computer Science & Engineering	16	Analyst
"divij kumar mallela"	malleladivij@gmail.com	B.Tech/B.E.	Mechanical Engineering	17	Analyst
"Pramod Reddy Ambati"	pramodambati1@gmail.com	B.Tech/B.E.	Information Technology	18	Analyst
"Saloni Dayal"	saloni123.dayal@gmail.com	B.Tech/B.E.	Computer Science & Engineering	19	Analyst
"HARSHITHA CHINTHALAPELLI"	harshithareddy711@gmail.com	B.Tech/B.E.	Electronics and Communication Engineering	20	Analyst
"Abhinav Reddy Vanga"	vangaabhinavreddy@gmail.com	B.Tech/B.E.	Computer Science & Engineering	21	Analyst
"Sai Teja Gurram"	gurramsaiteja5653@gmail.com	B.Tech/B.E.	Electronics and Communication Engineering	22	Analyst
"Sravan kumar"	sravankumarm9988@gmail.com	B.Tech/B.E.	Computer Science & Engineering	23	Analyst
"Prahasita Sunku"	prahasita19@gmail.com	B.Tech/B.E.	Electronics and Communication Engineering	24	Analyst
"Sathvik Sakinala"	ugs19050_it.sathvik@cbit.ac.in	B.Tech/B.E.	Information Technology	25	Analyst
"Dileep Thoutam"	thoutamdileep@gmail.com	B.Tech/B.E.	Computer Science & Engineering	26	Analyst

"Sahithi Guntha"	gunthasahithi@gmail.com	B.Tech/B.E.	Electronics and Communication Engineering	27	Analyst
"Venkata Nikhil Balivada"	nikhilbv.3@gmail.com	B.Tech/B.E.	Information Technology	28	Analyst
"Harish Kothapally"	kothapallyharish2001@gmail.com	B.Tech/B.E.	Computer Science & Engineering	29	Analyst
"SANJANA RAO PULIGILLA"	puligillasanjanarao63@gmail.com	B.Tech/B.E.	Electronics and Communication Engineering	30	Analyst
"Shravani Koduru"	shravani002k@gmail.com	B.Tech/B.E.	Electronics and Communication Engineering	31	Analyst
"Jahnavi Emmadi Srinivas"	emmadijahnavi12@gmail.com	B.Tech/B.E.	Electronics and Communication Engineering	32	Analyst
"Sadiah Husaini"	sadiahusaini911@gmail.com	B.Tech/B.E.	Chemical Engineering	33	Analyst
"J OF ANKITHA"	ankithareddy963@gmail.com	B.Tech/B.E.	Electronics and Communication Engineering	34	Analyst
"Madhu Chennaju"	madhuchennoju2609@gmail.com	B.Tech/B.E.	Electronics and Communication Engineering	35	Analyst
"Sahithi Chiluveru"	sahithi262001@gmail.com	B.Tech/B.E.	Information Technology	36	Analyst
"G Shashi Yadav"	ugs19106_ece.shashi@cbit.org.in	B.Tech/B.E.	Electronics and Communication Engineering	37	Analyst
"Rishi Praneeth Meesala"	praneeth625255@gmail.com	B.Tech/B.E.	Electronics and Electrical Engineering	38	Analyst
"Sushma Polisetty"	ugs19087_it.sushma@cbit.ac.in	B.Tech/B.E.	Information Technology	39	Analyst
"Muhammad Roshan Shaik"	mrshaik2001@gmail.com	B.Tech/B.E.	Computer Science & Engineering	40	Analyst

"Karthik Modugula"	modugulakarthik1@gmail.com	B.Tech/B.E.	Mechanical Engineering	41	Analyst
"Manchala Harsha Vardhan"	harshamanchala19@gmail.com	B.Tech/B.E.	Information Technology	42	Analyst
"Pranav Kumar Konanki"	pranav.konanki@gmail.com	B.Tech/B.E.	Information Technology	43	Analyst
"Shiva Shanth Kalkuri"	shivashanthss@gmail.com	B.Tech/B.E.	Electrical Engineering	44	Analyst
"saipradeep S"	saipradeep9487@gmail.com	B.Tech/B.E.	Electronics and Communication Engineering	45	Analyst
"Bontha Kranthi Kumar Reddy"	bonthakranthi970@gmail.com	B.Tech/B.E.	Information Technology	46	Analyst
"PURNA PRANITH SAI SOMAVARAPU"	pranithsai412@gmail.com	B.Tech/B.E.	Electronics and Communication Engineering	47	Analyst
"Soumya Medam"	medamsoumyareddy@gmail.com	B.Tech/B.E.	Electronics and Electrical Engineering	48	Analyst
"Shiva Kumar Chakali"	ugs19051_it.shiva@cbit.ac.in	B.Tech/B.E.	Information Technology	49	Analyst
"Subiya Maheen"	subiyamaheen25@gmail.com	B.Tech/B.E.	Computer Science & Engineering	50	Analyst
"Sai pranav varala"	saipranav932002@gmail.com	B.Tech/B.E.	Information Technology	51	Analyst
"gaddam bhargav"	bhargavgaddam66@gmail.com	B.Tech/B.E.	Electrical Engineering	52	Analyst
"Pooja Reddy Koyya"	kpr14401@gmail.com	B.Tech/B.E.	Computer Science & Engineering	53	Analyst
"Surasani Sai Vardhan Reddy"	surasanisaivardhan850@gmail.com	B.Tech/B.E.	Information Technology	54	Analyst
"charitha gajarla"	charithagajarla18@gmail.com	B.Tech/B.E.	Information Technology	55	Analyst
"sandeep nagam"	ugs19174_ece.sandeep@cbit.ac.in	B.Tech/B.E.	Electronics and Communication Engineering	56	Analyst

"Sampath Kumar Kotha"	sampath.kotha12@gmail.com	B.Tech/B.E.	Information Technology	57	Analyst
"Chandana Madyala"	madyalachandana@gmail.com	MCA	Computer Application	58	Analyst
"Akshay Marla"	marla.akshay18@gmail.com	B.Tech/B.E.	Electronics and Electrical Engineering	59	Analyst
"Sharath Babu Kannoju"	sharathkannoju2819@gmail.com	B.Tech/B.E.	Mechanical Engineering	60	Analyst
"Sumanth Chippagiri"	chippagirisumanth@gmail.com	B.Tech/B.E.	Information Technology	61	Analyst
"Suggala Abhitha"	abhitha.suggala7@gmail.com	B.Tech/B.E.	Chemical Engineering	62	Analyst
"Manasa Maliki Reddy"	mmanasareddy09@gmail.com	B.Tech/B.E.	Computer Science & Engineering	63	Analyst
"Lohith Kumar Yamasani"	lohithkumaryamasani@gmail.com	B.Tech/B.E.	Electronics and Communication Engineering	64	Analyst
"Uday Kiran Reddy Nallagandla"	udaykiranreddy1116@gmail.com	B.Tech/B.E.	Computer Science & Engineering	65	Analyst

Cameron Manufacturing India Private Limited - A SLB Company

3rd Floor, TIDEL Park,
Vilankurichi Road,
Coimbatore - 641 014, India.
Tel : +91 422 399 5000
Fax : +91 422 399 5001
cameron.slb.com



CIN: U29120TZ2001PT009632

24 February 2023

Subject: Offer of Employment to Indrakanti Ashritha

Dear Indrakanti

Further to the discussions and interviews with us, we are pleased to offer you the position of **INSIDE SALES REPRESENTATIVE with Job Grade 08** at Cameron Manufacturing India (P) Ltd - A SLB Company stationed at Coimbatore, India. You will report to **Parthiban Arumugam, SFP HUB WH TEAM LEAD**.

For us at Cameron Manufacturing India (P) Ltd - A SLB Company, success is the outcome of Competence, Commitment and Contribution, more than a matter of chance, and we are delighted that you have chosen us.

A detailed appointment letter containing the terms and conditions of employment will be given to you at the time of joining.

This offer is conditional, and the following pre-conditions will apply.

1. A positive reference on the background verification that would be done with your credentials.
2. Confirmation of the acceptance of this offer of employment. This offer will automatically stand withdrawn if you fail to join on the agreed date of joining.
3. Evidence of your successful completion of your engineering degree
4. Successful completion of your PGDDE course
5. Attending a pre-employment medical test and obtaining a fitness certificate from SLB appointed doctor

You will be on a 2 months training programme (PGDDE Course) prior to your commencement of employment with SLB. While on PGDDE course, you will receive a monthly stipend of INR 20,000.

Your annual emoluments have been detailed as per the attached annexure (I). Documents to be submitted on the day of joining are given in annexure (II). Please sign and return both the letter of offer and annexure (I) as a confirmation of your acceptance. The offer letter is valid for 2 days from the date of issuance.

Please do not hesitate to contact me for any clarification required.

Best regards,

Cameron Manufacturing India (P) Ltd - A SLB Company

Ashritha
6/03/2023.

Fiona Seah
Head - Human Resources
Encl: Annexure I and II

SLB-Private




ANNEXURE I to the Offer Letter of Indrakanti Ashritha – 24 February 2023

		Salary Details		
		Particulars	Monthly - INR	Annual - INR
Salary and Annual Payment	A	Basic Salary	25,749.00	308,985.60
		H.R.A	10,300.00	123,594.40
		Travelling Allowance	1,600.00	19,200.00
		Special Allowance	6,460.00	77,522.00
		TOTAL	44,109.00	529,302.00
	Annual Payment			
	Leave Travel Allowance		25,749.00	
	Bonus @ 8.33% on basic		25,749.00	
	Gross CTC			580,800.00
	In Words :Gross CTC :- Five Lakhs Eighty Thousand Eight Hundred Rupees only.			
B	Statutory Benefit-By Employer			
	Provident Fund	3,090.00	37,078.00	
	Total	3,090.00	617,878.00	
Total Cost: Gross CTC + Benefits = INR 617,878/=				
Insurance & Gratuity	Insurance & Gratuity	Coverage	Beneficiaries	
	In Patient	Up to an annual maximum amount of INR 500,000 per insured per annum. (Rs. Five lakhs pi/pa)	Self, Spouse & 4 dependent children	
	Out Patient	Up to an annual maximum amount of INR 100,000 per insured per annum with sublimits. (Rs. One Lakh pi/pa)		
	Accident Cover	3x annual base - Single; 4x annual base Married; 5x annual base married + children	Self	
	Life Insurance Cover	2x annual base - Single; 3x annual base Married; 4x annual base married + children	Self	
	Gratuity @ 4.81% of Basic Salary		Self	

For Cameron Manufacturing India (P) Ltd – A SLB Company


 Fiona Seah
 Head – Human Resources


 Ashritha
 6/03/2023.

ANNEXURE II

SLB-Private



Your First Day at Cameron

Time: 9:30 A.M.

The Employee should submit the following documents/certificates on the day of joining:

1. Self-Passport size photo – 1 Copy
2. PAN Card photocopy
3. AADHAAR Card photocopy
4. Original certificates (will be returned after verification):
 - a) Birth certificate or SSLC mark Sheet is a must to ascertain date of birth for our official records
 - b) All educational certificatesYou have to bring the photocopy of all above mentioned certificates for our records.
5. Passport photocopy (if available)

Contact Person: Sharmila Priyanka Loganathan

Please contact Sharmila Priyanka Loganathan at SLoganathan4@slb.com for any queries

See you at the induction session!

YIN/HR/OL/2023-24/4842**Date: 13-02-2023****Mr. Jupaka Vasudev**
House No. 4-86/1, Ambedkar Center
Rajipeta, Parkal, Warangal, AP - 506164
Ph.: 8096512919**Subject: Letter of Intent.**

Dear Mr. Jupaka,

This has reference to our recent meetings in respect of your proposed employment; we are in-principle agreeable to appoint you for the post of **GET - Sales (Grade-GET)**. Your salary will be as per details attached based on the Company's rule. You are requested to join the duties latest by **03-07-2023**.

You are also requested to submit all the below mentioned documents at the time of joining,

- Educational Qualification certificates for Class 12, Graduation, Higher Education (as applicable)
- Two passport size formal photographs
- Fully vaccinated certificate.

In case you fail to join the duties within the stipulated time, this letter of intent will stand withdrawn.

Upon your joining the Company will issue you an appointment letter.

Please note that your appointment will stand cancelled if any future verification done by us is contrary to the information or documents furnished by you at the time of interview/joining.

Kindly sign at the designated place below to convey your acceptance of the offer.

For Yokohama India Pvt. Ltd.**Ashish Shekher****General Manager-HR & IR****Accepted**

.....

(Jupaka Vasudev)**Corporate / Registered Office & Plant :**

Plot No. 1, Sector 4B, Bahadurgarh Industrial Estate, HSIIDC Bahadurgarh, District - Jhajjar, Haryana - 124507
Tel.: +91-1276-662200, Fax: +91-1276-662000 E-mail : info@yokohama-india.com Web-site : www.yokohama-india.com

ANNEXURE-1**Offered Salaries, Benefits & Perks**

Employee Name: Jupaka Vasudev
Designation: GET
Date of Joining: 03-07-2023

Grade: GET

Salary Component	Monthly Amount	Annual Amount
Basic Salary	15,000	1,80,000
House Rent Allowance	7,500	90,000
Special Allowance	8,783	1,05,396
Child Education Allowance	200	2,400
EPF Employer Contribution	1,800	21,600
ESIC Employer Contribution	0	0
Labour Welfare Employer Contribution	50	600
Leave travel allowance(LTA- Pay Annually)	0	0
Fixed Salary (A)	33,333	3,99,996
Variable Pay (Annually) (B) (As per Company Policy)		0
Total CTC (A+B)	33,333	4,00,000

Other Benefits

- Medical Insurance as per YIN policy
- Bonus as per YIN policy
- Gratuity as per Provisions of Law
- Income Tax & other Statutory Deduction will be done as applicable.

For Yokohama India Private Limited



Ashish Shekher
General Manager-HR & IR

Corporate / Registered Office & Plant :

Plot No. 1, Sector 4B, Bahadurgarh Industrial Estate, HSIIDC Bahadurgarh, District - Jhajjar, Haryana - 124507
Tel.: +91-1276-662200, Fax: +91-1276-662000 E-mail : info@yokohama-india.com Web-site : www.yokohama-india.com



Hexagon Capability Center India Pvt. Ltd.
DivyaSree Trinity Campus HITEC City, Madhapur
Hyderabad 500 081, India
T: +91 40 7103 5000
www.hexagon-cci.com
CIN: U72200TG1987PTC014464

24 January 2023

Sumanth Kadiri
Shanthinagar
Gadwal, Jogulamba Gadwal
Telangana - 509126

Offer Letter

Dear Sumanth,

Further to our recent discussions regarding employment opportunities at Hexagon Capability Center, we have the pleasure of making this offer to you to join our organization as **Software Engineer**.

We offer you a Salary of **Rs. 5,50,200/-** (Five Lakh Fifty Thousand Two Hundred Only) the breakup of which is enclosed. This offer is valid up to **26 January 2023** and will stand cancelled in the absence of your confirmation. You are expected to join the organization on or before **10 July 2023**. Please return the signed duplicate copy of letter as an acknowledgment.

You shall be posted at **Hyderabad**. However, the job may require you to be posted anywhere in India or abroad as per the requirements of the organization from time to time. You will be on Probation for a period of six months from the date of joining.

You will receive a detailed appointment letter on joining us. We welcome you to Hexagon Capability Center India Pvt. Ltd. and look forward to working with you.

With Best Wishes,

For **Hexagon Capability Center India Pvt. Ltd.**,

A handwritten signature in black ink, appearing to read "Manoj Patloori", written over a horizontal line.

Manoj Patloori
Executive Manager Talent Acquisition

Encl: Total Rewards Statement- Annexure 1 & Annexure 2



HEXAGON

Total Rewards Statement- Annexure 1

DETAILS OF COMPENSATION

Name : Sumanth Kadiri
Designation : Software Engineer
Band : 9

	Salary Component	Amount
A.	Monthly Salary (Rs. /Per month)	
	Basic	18,340
	H.R.A.	9,170
	Child Education Allowance	200
	Child Hostel Allowance	300
	LTA	4,000
	Telephone Reimbursement*	1,000
	Car Maintenance Reimbursement*	2,700
	Special Allowance	7,057
	Sub-Total	42,767
B.	Retiral Benefits (Rs. /Per month)	
	Provident Fund – Employer Contribution	2,201
	Gratuity Plan**	882
	NPS	0
	Sub-Total	3,083
C.	Monthly Gross Pay (BASE)	45,850
D.	Annual Gross Pay (BASE) (OTE)	5,50,200
E.	Standard Benefits (Annualized value in Rs.)	
	Meal Card	22,800
	Premium paid for company provided insurances	21,250
	Online Learning Platform Subscription	7,200
	Sub- Total	51,250
F.	Annual Cost to Company (CTC)	6,01,450

* Reimbursements are Tax Exempted on submission of relevant bills.

** As per company policy, the entitlement of gratuity will be the actual eligible amount calculated in line with the Payment of Gratuity Act, 1972, without any upper cap post completion of 1 year of continuous service as regular employee. However, any amount above ₹ 20 Lacs (if applicable) will be subject to income tax as per rules.

- As per the Payment of Bonus Act, you are entitled to statutory bonus subject to a maximum of Rs. 7,000 Per Annum



Total Rewards Statement- Annexure 2

You are entitled to the following benefits:

Insurance Benefits	Sum Assured (Rs.)
Group Term Life Insurance	Covered as 2X of OTE
Group Personal Accident Policy Insurance	INR 10 Lakhs
Group Medical Insurance	Based on Band

Band Based Benefits	Amount	Features
Executive Health Check up	INR 1,150	Conducted yearly once in month of Nov- Dec

We offer complimentary breakfast in Hyderabad office, on all working days.

All employees are eligible for milestone-based benefits like Wedding gift and Childbirth gift, tenure-based Services awards, and Company Day gifts.

Please refer to relevant policy for more details. All policies are subject to review and periodic revision.

Received and accepted the Offer Letter.

Signature:



Letter of Offer

30th June 2023

Dear **Mr. Vitesh Bharadwaj Mallibhat**,

Welcome to Brane Services Private Limited!

We are delighted to extend this offer of employment to you for the position of “**Associate Process Leader Trainee**” at Brane Services Private Limited (hereinafter referred to as “Brane” or “Organization”)

We request you to read this Offer letter and return the enclosed duplicate copy or scanned copy by email in as an **acknowledgement of receipt of it and acceptance of the same on or before 1st July 2023**, failing which this Offer stands cancelled and withdrawn. Brane reserves the right to revoke, withdraw or modify this Offer letter at any time in its sole discretion. Your date of joining should be on or before **4th July 2023** failing which this Offer stands terminated.

Further, on joining Brane, you will be issued an Appointment Letter containing the terms and conditions of your employment with Brane and access to the Organizational policies and guidelines.

You will be working from the Hyderabad office location. However, you may be transferred to other office locations of Brane (or) to its affiliates or subsidiaries, either in India or abroad, as decided by Brane in its sole discretion. Your total C.T.C will be **Rs. 7,00,000/-** and the monthly emoluments before deductions will be **Rs. 55,411/-**. The detailed break up of emoluments and operational details are provided under Annexure-A.

In view of the Organizational needs or corporate restructuring or business considerations, your employment or services can be transferred or assigned by Brane to any of its subsidiaries, affiliate(s), joint venture, or group companies as may be deemed fit and proper by Brane. If, after issuing this Offer letter, there is any change in the Organizational or corporate set up of Brane, then your Appointment Letter may be issued in the name of any other group Organization of Brane referencing this Offer and it shall not be any surprise for you.

Brane Services Private Limited

3rd Floor, Building No.3B, Sy No. 64(P), Raheja Mindspace, IT Park Madhapur, Serilingampally, Hyderabad,
Rangareddi, TG-500081



Non-Conflict and Confidentiality Agreement

The role, in which you join us, is a very important one which will entail dealing with confidential and sensitive data, information and records of the Organization. You will, therefore, be required to sign a “Code of Conduct, Non-Conflict and Confidentiality Agreement” of our Organization at the time of your joining the Organization. As part of your undertaking for the non-compete provision, you shall not take up any work or employment with the competitors of Brane for a period of two(2) years post expiry or earlier termination of your employment with Brane and also as part of your undertaking for non-solicitation provision you shall not solicit or offer employment either directly or indirectly to employees of Brane with any third party or under you for a period of eighteen(18) months post expiry or termination of your employment with Brane. This job requires your fulltime commitment and during your tenure of employment with us, you are not permitted to take up or participate in any other part time or full-time jobs or assignments or employment.

You shall abide by the rules and regulations, policies of the Organization as may be in force from time to time and if there is any breach or violation of them, it may result in disciplinary and legal actions.

Documentation

You are required to furnish the following documents on the day of your joining:

- Proof of age
- Certificates supplementing your highest educational and professional qualification attainments
- Appointment & relieving letter of your previous employer, as applicable
- Two passport-sized photographs
- Form 16 or any other authenticated document supplementing your earnings and income tax declaration/paid in the current financial year
- Photocopy of your PAN card
- Any other documents as may be required by the Organization.

Probation

You will be on probation for a period of six (6) months starting from Your joining date with Brane. At the end of the probation period, your performance will be tested and subject to finding it satisfactory, Brane may in its sole discretion confirm Your employment service with it. If you do not pass the test of confirmation, at the

Brane Services Private Limited

3rd Floor, Building No.3B, Sy No. 64(P), Raheja Mindspace, IT Park Madhapur, Serilingampally, Hyderabad,
Rangareddi, TG-500081



discretion of Brane, your probationary period may be extended for an additional time period. You shall be deemed to be on probation until and unless your services are confirmed in writing by Brane. In the event you do not pass the test of confirmation, or your conduct and performance are found unsatisfactory either during initial probationary period or during extended probation period your services are liable to be terminated without any notice. Confirmation of Your services with Brane are not automatic and is not a matter of right for you.

Termination

Your employment with the Organization can be terminated by either party:

- a) during probation, you may terminate by giving ninety (90) days prior written notice. The Organization may end your probation and consequently terminate your employment forthwith (or) by giving fifteen (15) days prior written notice.
- b) after confirmation of employment, you may choose to terminate your employment by giving ninety (90) days prior written notice informing Your intent to terminate. Brane may terminate your employment forthwith (or) terminate by giving one (1) month notice (or) by paying one (1) month gross salary in lieu thereof.
- c) Notwithstanding anything contained either in Offer letter or Appointment Letter, Brane reserves its right to terminate forthwith your probation or employment without any notice or without assigning any reasons if in its opinion your probation or continuing you in employment with it is not conducive or is detrimental to the good will or business interests of Brane.

Your Information

For the purposes of the applicable data protection laws, you agree that personal data or information (including sensitive personal data or information) relating to you which has been or is in the future obtained by Brane may be held and processed by Brane or any of its group Organization either by computer or manually for all purposes relating to the performance of your contract of employment and for Brane's legitimate business needs and legal obligations including, but not limited to the following:

- i) Administering and maintaining Brane's personnel records.
- ii) Paying and reviewing salary and other remuneration and benefits.
- iii) Providing and administering benefits (including pension) and private medical health insurance(if any applicable).
- iv) Undertaking performance appraisals and reviews and setting performance targets.
- v) Maintaining sickness and other absence records.
- vi) Taking decisions as to your fitness for work.

Brane Services Private Limited

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Rangareddi, TG-500081



- vii) Providing references and information to future employers, and if necessary, governmental, and quasi-governmental bodies for social security, income tax, customs and other statutory or legal purposes.
- viii) Providing information to future purchasers of Brane or of the business in which you work; and
- ix) Transferring information concerning you to a country or territory outside India. You agree and consent that any personal data to which you have access in the course of your employment with Brane shall treat strictly in accordance with Brane policies and procedures and you shall not use any such data other than in connection with and except to the extent necessary for the purposes for which it was disclosed to you.

This Offer is based on the information furnished in your application for employment and during the interviews you had with us. This Offer of employment is subject to the positive feedback with respect to Background Verification in relation to the credentials submitted by You and is subject to You being found mentally and medically fit at the time of joining and at all times of your employment with Brane. Background verification will be done at any time during your tenure with Brane.

Notwithstanding any other terms and conditions stipulated herein at any stage during the tenure of your employment with us if it is found that any particulars or details furnished by you are incorrect and / or this Offer letter or Appointment Letter has been obtained by misrepresentation of facts, the Organization shall reserve the right to take necessary legal action in addition to termination of your employment forthwith without any notice..

If you have any queries regarding the Offer, feel free to clarify your doubts with leadership@braneServices.com

We take this opportunity to welcome you into the family of Brane Services and look forward to your contribution to the growth of the Organization and yourself.

Thanking you,
for **Brane Services Private Limited**

Raghava Avvari
HR Head

Brane Services Private Limited

3rd Floor, Building No.3B, Sy No. 64(P), Raheja Mindspace, IT Park Madhapur, Serilingampally, Hyderabad,
Rangareddi, TG-500081



ANNEXURE-I

1. Working hours and Work Timings:

The general work timings for the office are from 9:15am to 6:45pm, within which the leaders are expected to work diligently for 9 hours. The punch in and punch out timings are taken from the biometric device affixed at the entrance of each premise. The organization shall observe a 5-day week from Monday to Friday.

2. Leaves:

You shall be eligible for a total of 21 days leaves in a calendar year. The leaves shall accrue on a monthly basis.

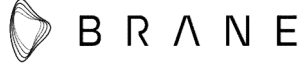
3. Background Verification:

All leaders will be deemed to have been appointed based on representations made and facts disclosed at the time of employment. BRANE has the right to conduct background verification anytime during the leader's employment with the organization. A leader is liable for appropriate action in case of any discrepancy between the claims made by the leader at the time of employment and the facts discovered thereafter.

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Rangareddi, TG-500081



CTC Per Annum	7,00,000
Monthly CTC	58,333

Annexure - A		
Name: Vitesh Bharadwaj Mallibhat	DOJ: 4th July 2023	
Role: Associate Process Leader Trainee		
Location: Hyderabad		
A) Monthly Salary Components	INR P.M.	INR P.A.
Basic	23,333	2,79,996
House Rent Allowance	9,333	1,11,996
LTA	2,309	27,705
Special Allowance Per Month	20,436	2,45,234
Monthly emoluments before deductions: (A)	55,411	6,64,932
B) Long term Benefits		
Provident Fund (Employer Contribution)	1,800	21,600
Gratuity	1,122	13,468
Total(B)	2,922	35,068
COST TO ORGANIZATION (A+B)		7,00,000

*Provident Fund(Employee Contribution) will be deducted from Monthly Gross Salary.
* Income Tax & Professional Tax will be deducted as per the Act.

For Brane Services Private Limited

Accepted

Name & Signature:

Authorized Signatory

Date:

Brane Services Private Limited

3rd Floor, Building No.3B, Sy No. 64(P), Raheja Mindspace, IT Park Madhapur, Serilingampally, Hyderabad,
Rangareddi TG-500081



Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga
Reddy District, Hyderabad - 500032, Telangana, India

Tel: +91 040 67621000
www.deloitte.com

May 30, 2023

Mr. Ganji Sairam
H No:4-145/1,Munugode,
Nalgonda, 508244
India

Subject: Offer of Employment

Dear Ganji Sairam:

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 **July 3, 2023**.

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./₹ 600,000/-** 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 **July 3, 2023**. 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 **12 months** 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") requires 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 **July 3, 2023**, or an alternative mutually agreed upon date.

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 India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:00 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Gurugram and Bengaluru.

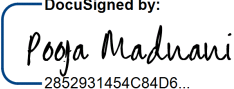
This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Ganji, 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,

By:  2852931454C84D6...
Signature

Authorized Signatory

Acceptance

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

Please sign and date your Acceptance

Signature

Date



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2023.05.30 08:29:52 -07:00

Annexure A**Mr. Ganji Sairam****Analyst**

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	17,500	210,000
House Rent Allowance (HRA)	8,750	105,000
Special Allowance ^{1a & 1b}	11,867	142,404
Leave Travel Allowance ²	1,750	21,000
Differential Allowance	5,833	69,996
Meal Card ³	2,200	26,400
Employer's contribution to PF	2,100	25,200
Total Salary (in Rs.)	50,000	600,000
Variable Bonus*	You are eligible for a performance linked variable bonus. It will be paid out at the end of the fiscal year, as applicable and on the basis of your individual performance and performance of the business	
Medical Insurance Premium ⁴	3,014	36,167

*The Variable Bonus will vary, primarily based on your individual 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, during the Annual Incentive Program payout cycle for 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 during the Annual Incentive Program payout cycle of that 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

¹All 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 Level -
Analyst**^{1a}Communication Expenses^{1b}Fuel Expenses

Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.

Petrol / Driver / Insurance / Repairs & Maintenance

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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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.

You may also be eligible to either a One-time Stipend or a temporary lodging basis joining the registered office location, you will receive a survey from Deloitte prior to your joining.

You may select the best option for availing the relocation assistance. If an employee who has availed this reimbursement decides to quit within 18 months from the date of relocation claim for whatever reason, the relocation reimbursement paid to the employee will be recovered in full, from the employee's full and final settlement.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.



Ganji Sairam

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 **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (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 on **Exhibit C** to this 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 Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- Employment Restrictions 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. Restrictions re: Personnel and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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, Telangana, 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 therefore 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, 7, 8, 9, 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.

DocuSigned by:
For Deloitte Consulting India Private Limited

Pooja Madnani

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Pooja Madnani

Talent

Authorized Signatory

Effective as of **July 3, 2023**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Ganji Sairam

Signature

Name



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2023.05.30 08:29:52 -07:00

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**

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

Yes, I do have *Pre-existing Creations, Pre-existing Agreements or Arrangements*

No, I do not have *Pre-existing Creations, Pre-existing Agreements or Arrangements*

<u>Title</u>	<u>Date</u>	<u>Brief Description</u>
--------------	-------------	--------------------------

Signature

Date

Ganji Sairam

Name (Print)

ACCEPTED AND AGREED TO:

Deloitte Consulting India Private Limited

DocuSigned by:

Pooja Madnani

2852931454C84D6...

Pooja Madnani

Talent

Its: *Authorized Signatory*

May 30, 2023

Date



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2023.05.30 08:29:52 -07:00

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]

Yes, I do have *Proceedings* to report

No, I do not have *Proceedings* to report

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

Ganji Sairam

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.

Yes, I do have
Post-Employment Restrictions
re: Clients

No, I do not have
Post-Employment Restrictions
re: Clients

Name of Client

Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

Deloitte Consulting India Private Limited

DocuSigned by:
Pooja Madnani
2852931454C84D6...

Pooja Madnani

Talent

Its: Authorized Signatory

May 30, 2023

Date

I have read and understood the above policy terms.

Ganji Sairam

Signature

Name

Date



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10

Sealed Time: 2023.05.30 08:29:52 -07:00

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 **90 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.

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://deloitte.net.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://deloitte.net.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 **July 3, 2023**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Ganji Sairam

Signature

Name



May 30, 2023

Mr. Ganji Sairam
H No:4-145/1,Munugode,
Nalgonda, 508244
India

Training Agreement

Dear Ganji:

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 **July 3, 2023**. 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,

For **Deloitte Consulting India Private Limited**

DocuSigned by:

Pooja Madnani

2852931454C84D6...

By:

Signature

Authorized Signatory



RACEnergy
Brand of Reddy Automotive Pvt. Ltd.
5-8-326/2 & 4, Public Garden Road
Nampally, Hyderabad – 500 001
Telangana, India

M: hello@racenergy.in
P: +91 77280 86678

Date: 01/12/2022

Place: Hyderabad

OFFER OF EMPLOYMENT

To,
Mr. Suyog Sunil Sharnagat,
Hyderabad.

Dear **Mr. Suyog Sunil Sharnagat,**

With reference to your application and subsequent interview, we are pleased to inform you that your candidature has been accepted by the management and offered you a position of **Graduate Engineer Trainee** at Hyderabad. You will be reporting to **Mr. Drona Nawal** on terms as stipulated herein:

1. You are required to join our organization at **Hyderabad** on **03/07/2023**.
2. The compensation package is **CTC ₹ 6,00,000/-** per annum.
3. You will have to furnish following documents at the time of joining:
 - a. Original education certificates for verification.
 - b. Original relieving letter & experience letter & pay slips from current organization.
 - c. Copy of aadhar card and pan card.
 - d. Two passport size recent color photographs.
4. Our offer is made based on the information furnished by you. However, if there is a discrepancy in the information furnished or in the copies of documents or certificates given by you as a proof of above we retain the right to review/withdraw our offer of employment.
5. Please confirm your acceptance of this offer by return e-mail. If you fail to join your duties as above or if we do not receive confirmation of your acceptance of this offer within three days from the date of receipt of this offer, the offer stands automatically cancelled/ withdrawn.
6. RACEnergy uses a **six months' probation** time frame for new employees. This time frame lets you assess your readiness for the position as well as allows us to determine your ability to do the job. You will be provided necessary training and performance feedback during that time frame as part of your on-boarding.
7. For any further clarifications please contact us at jobs@racenergy.in

Wishing you all the best

Yours Regards,

Gautham M
Managing Director



Acmegrade Offer Letter!

1 message

ACMEGRADE PVT <careers@acmegrade.com>
To: choodamanichandana@gmail.com

Mon, Nov 28, 2022 at 2:23 PM

Dear **Candidate**,

Greetings from Acmegrade!

We hope this mail finds you well.

Congratulations on being selected as an integral part of **Acmegrade!**

We are pleased to offer you the position of *Business Development Associate Intern*.

Kindly find the attachment regarding the same.

We request you to send the signed copy of the offer letter and other transcripts mentioned in the annexure of the offer letter at the earliest.

We hope to hear from you soon.

Please feel free to contact us in case of any queries by simply replying to this email, we shall be happy to assist you!

Thanks & Regards,

Rupal Kumar Singh

HR Head

ACMEGRADE

<https://acmegrade.com>



The content of this email is confidential and intended for the recipient specified in the message only. It is strictly forbidden to share any part of this message with any third party, without the written consent of the sender. If you have received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.



AGREEMENT

16- February - 2023

BETWEEN

AVEVA SOLUTIONS INDIA LLP

AND

Ketan Kadali

aveva.com

Registered Office :
AVEVA Solutions India LLP
Tower -1, 2nd Floor, WaveRock
Sy.no 115 APIIC IT/ITES SEZ, Nanakramguda, Hyderabad -500008
Telangana State. India.
Registered in India. LLP PIN AAB-8674

Site Office:
AVEVA Solutions India LLP
Level 10, Tower 2.1 (i.e. Tower 1 of Phase 2) of Wave Rock
Projects, M/s TSI Business Parks (Hyderabad) Pvt Ltd.
Co-developer in M/s. TSIIIC Limited IT/ITES SEZ, Nanakramguda
Village, Serilingampally Mandal, Rangareddy District
Telephone: 040-30882700



This employment agreement is entered at **Hyderabad** on 16-February-2023

BY AND BETWEEN:

AVEVA Solutions India LLP, a company having its registered office at [Tower 1, 2nd Floor, Wave Rock, S Y No. 115 TSIIC IT/ITES SEZ, Nanakramguda, Hyderabad TG 500008, India] hereinafter referred to as the **Company**.

AND

Ketan Kadali a citizen of India, with address at Flat no. 201 Saradha Nilayam HNo. 2-22- 174 Jayanagar, Kukatpally, Hyderabad, Telangana, India – 500072, hereinafter referred to as an **Intern**.

Ketan Kadali agrees to be retained by the Company under the terms and conditions set forth below:

1. Duration of Assignment

Your assignment commences with effect from **6th March, 2023** ends on **22nd May, 2023**.

2. Scope of work

The company hereby engages you as Intern for Software Development Services and other related activities. You shall provide your services with respect to the assigned work. You shall deliver such services at the company's place of work. Specifics of daily tasks/deliverables shall be communicated to you by your immediate manager.

3. Compensation:

In consideration of the services rendered by the Intern to the Company, the Intern is entitled to receive a sum of **INR 20000** per month towards stipend.

4. Compliance:

You shall be responsible for all statutory compliance at AVEVA Solution India LLP, Tower 1, 2nd Floor, Wave Rock, S Y No. 115 TSIIC IT/ITES SEZ, Nanakramguda, Hyderabad TG 500008, India. You will also abide by all the working rules, code of conduct, behavior, communication that is applicable for others working in the said office.

5. Duties and Responsibilities:

The Intern shall devote full working time, attention and energy to the performance of the duties assigned to him/her. The Intern shall not, whether directly or indirectly, be employed, engaged, concerned or interested in any manner whatsoever in any trade, business or profession other than the business of the Company or accept any appointment to any office (including Internships) be it paid or unpaid during the duration of the contract with AVEVA. He/she shall not utilize the assets, resources and time of the Company for such external activities.

aveva.com

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Telangana State, India.
Registered in India. LLP PIN AAB-8674

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Projects, M/s TSI Business Parks (Hyderabad) Pvt Ltd.
Co-developer in M/s. TSIIC Limited IT/ITES SEZ, Nanakramguda
Village, Serilingampally Mandal, Rangareddy District
Telephone: 040-30882700



6. Terms and Conditions:

This agreement shall commence on the start date and shall be valid till the end date.

Either party may terminate this Agreement with a Fifteen (15) days prior written notice to other party. Upon the expiration or termination of this agreement (a) Intern shall return all the company's Confidential Information in their possession or control and (b) Intern shall deliver to Company all deliverables completed and accepted up to the date of termination and company shall have all right, title and interest thereto.

7. Relationship:

Intern shall use best efforts and shall devote such time and effort to the performance of duties. Intern has no authority to bind the company to any obligation or accord and is an independent Intern.

8. Covenants:

Intern shall coordinate activities with the company and all the activities of intern shall require the prior written consent of your immediate manager.

9. Confidentiality:

During the Term and for a period of Agreement thereafter, Intern shall hold Company's Confidential information as per Annexure - I in strict trust and confidence and avoid the disclosure or release thereof to any other person or entity.

10. General:

Intern shall keep the company informed of any change in the address of communication and other relevant information.

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Sy.no 115 APIIC IT/ITES SEZ, Nanakramguda, Hyderabad -500008
Telangana State, India.
Registered in India. LLP PIN AAB-8674

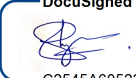
Site Office:
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Village, Serilingampally Mandal, Rangareddy District
Telephone: 040-30882700

SIGNATORIES

IN WITNESS WHEREOF each of the Parties has executed this Agreement, as of the day and year first above written.

SIGNED AND DELIVERED

For **AVEVA Solution India LLP**

DocuSigned by:

C2545A60523244F...
Shhyaam Konka
Head of HR Services, India

ACCEPTANCE STATEMENT

I accept the above terms and conditions of the agreement.

Intern

Name: Ketan Kada1i

Signature: 
2D1F07A66B14436...

Date: 24 February 2023

aveva.com

Registered Office :
AVEVA Solutions India LLP
Tower -1, 2nd Floor, WaveRock
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Telephone: 040-30882700

Annexure - I

Confidentiality and Assignment of Rights Agreement

Conditional to and in consideration of your employment with AVEVA Solutions India LLP (hereinafter referred to as “the Company”) and the compensation or other employment benefits, you agree to observe and to be bound by all the terms and conditions as set down in this Confidentiality and Assignment of Rights Agreement (hereinafter referred to as “Agreement”).

1 Duration and Termination

- 1.1 This Agreement shall commence on the date of commencement of your Services to the Company irrespective of the date on which this Agreement is signed and shall continue in effect until termination of such Services save that any or all of your obligations under this Agreement shall survive termination of Services and/or of this Agreement.

2 Definition

- 2.1 In this Agreement, the following words shall have the following meanings:

“Affiliate” in relation to a party, means any entity or person which controls, is controlled by, or is under common control with that party. For the purposes of this definition, ‘control’ shall mean direct or indirect beneficial ownership of 50% (or, outside a party’s home territory, such lesser percentage as is the maximum permitted level of foreign investment) or more of the share capital, stock or other participating interest carrying the right to vote or to distribution of profits of that entity or person, as the case may be.

“Development Intellectual Property” means all Intellectual Property Rights, subsisting in, resulting from, generated by, arising from or made, originated, developed or obtained in the course of providing or otherwise related to Development Work for AVEVA Group or any AVEVA Group Company excluding any pre-existing intellectual property provided by AVEVA Group or any AVEVA Group Company to the Company for Development Work.

“Development Work” means any development work, activities and services to be undertaken by the Company for AVEVA Group or any AVEVA Group Company.

“AVEVA Group” shall mean AVEVA Group Plc. and “AVEVA Group Company” shall mean any company which is for the time being a subsidiary or Affiliate of AVEVA Group Plc.

“Intellectual Property Rights” means any invention, improvement, innovation, patent, design, process, information, know-how, copyright work (including without limitation rights in and to technical processes, systems, methods, software design, algorithms, code, scripts or other computer software), rights in databases, topography right(s), domain name(s), trade mark, trade name or get-up (whether capable of being patented or registered or not) or application to register any such right together with all statutory and other rights in respect of patents designs, circuit layouts, copyright, confidential information and all other intellectual property rights of any nature whatsoever in any part

aveva.com

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Village, Serilingampally Mandal, Rangareddy District
Telephone: 040-30882700

of the world in particular and without limitation all other intellectual property rights defined in Article 2 of the Convention establishing the World Intellectual Property Organisation of July 1967.

3 Confidentiality

- 3.1 For the purpose of this Agreement, all information in whatever form obtained or acquired by you or that comes to your knowledge during the course of providing Services to the Company shall be classified as private and confidential information ('Private and Confidential Information'), except for information which has already become public knowledge or literature, and includes any of the matters set out in paragraph 6.

Examples of Private and Confidential Information include but are not limited to any Development Intellectual Property, Development Work, any of the Company's or AVEVA Group's or any AVEVA Group Company's Intellectual Property Rights, prospects and customers details and their confidential information, pricing policies, sales, costs and other financial information, sales and marketing activities, contract bidding activities, trade secrets, legal/contract matters and personnel confidential details. Please note that this is not an exhaustive list and shall not be read as restricting the generality of the definition of Private and Confidential Information.

- 3.2 You shall not disclose Private and Confidential Information to any Third Party without prior written consent of the Company, except as provided in paragraph 4.
- 3.3 For the purpose of this Agreement, 'Third Party' is defined as any person or body corporate other than the Company or personnel specifically authorised by the Company.
- 3.4 This section comprises the general paragraphs governing the confidentiality rules and shall be read in conjunction with the undertakings in paragraph 5.1 of this Agreement.

4 Exemption

- 4.1 You may disclose Private and Confidential Information by an Order of Court in India or under any written laws which compel you to disclose. You should consult your legal counsel prior to disclosure. In the event you are required to disclose Private and Confidential Information under this paragraph, you shall, unless prohibited by the said order of court or the said written laws, inform the Company in writing in advance of disclosure.

5 Obligations of Confidentiality

- 5.1 You agree to and undertake as follows:
- a) You shall within the duration of your Services to the Company and at all times thereafter, not disclose or cause to be disclosed or used or made known, not copy in whole or in part, reproduce, divulge, publish or circulate (or authorise or permit anyone else to do the same) any of the Private and Confidential Information except where this Private and Confidential Information is in your lawful unrestricted possession or is part of public knowledge or literature;

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- b) The undertakings in paragraph 5.1 (a) herein shall continue insofar and for so long as the Private and Confidential Information in question has not become public knowledge or literature through no fault of the Company or AVEVA Group or any AVEVA Group Company as the case may be;
- c) Preservation of Private and Confidential Information includes, but is not limited to, non-disclosure of the Private and Confidential Information in question by you to a Third Party, or by authorising or permitting anyone else to do the same, without prior written consent of the Company, whether intentionally or unintentionally, whether or not for your benefits or for any kind of monetary or non-monetary rewards and whether or not to the detriment of the Company or AVEVA Group or any AVEVA Group Company;
- d) You shall not take possession of and preclude the Company or other personnel so authorised by the Company from access to information relating to the Company or AVEVA Group or any AVEVA Group Company or its business that comes to your knowledge exclusively and directly in the course of carrying out your duties;
- e) You shall take appropriate precautionary and preventive actions agreed to by the Company to safeguard the property of the Company under your custody from misappropriation, unlawful disposal or theft during the course of providing Services to the Company. The Property includes tangible and intangible assets such as cash, credit cards, computers, notebooks, personal effects and trade secrets;
- f) Upon the completion of your Services and at any time upon the written request of the Company, you agree to return to the Company or destroy (at the Company's option) any documents originating from the Company or created by you which embody Private and Confidential Information and all copies of Private and Confidential Information in whatever form belonging to the Company or AVEVA Group or any AVEVA Group Company regardless of the medium on which it is copied, including without limitation all data, drawings, photographs, graphs, tables, charts, documents, correspondence, specifications, blueprints, notebooks, reports, sketches, formula, computer programs, software, software documentation, sales data, business manuals, price lists, customer lists, samples and all other materials and copies, including product and other embodiments relating in any way to the business of the Company or AVEVA Group or any AVEVA Group Company, made, in full or in part, or obtained by you during the course of providing Services to the Company, whether confidential or not, which are in your possession or under your control;
- g) You shall not use any material, other than that supplied to you by the Company, to create any Intellectual Property Rights belonging to or assigned to the Company under this Agreement including any Development Intellectual Property. Such material includes but is not limited to any hardware or software; and
- h) You shall not, during the period of your Services to the Company and within a period of twelve months after the termination of such Services be involved in canvassing, soliciting, interfering with or enticing away any person, firm or corporation which has at any time during the course of providing Services to the Company been a client of the Company.

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5.2 Nothing in paragraph 5.1 shall be interpreted as intended to limit or restrict the general confidentiality rules as stipulated in paragraph 3.1 to 3.3.

6 Inventions, Intellectual Property Rights Etc.

6.1 Disclosure

You are required to promptly disclose to your manager in the Company (and to no person outside of the Company without the Company's written permission) any Intellectual Property Rights which belong to the Company or AVEVA Group or any AVEVA Group Company, including any Development Intellectual Property or Development Work or any other invention, discovery, improvement or design made by you and relating to equipment of a type made, supplied, designed, or in development by the Company or AVEVA Group or any AVEVA Group Company or relating to the manufacture of such equipment or otherwise suitable for the purpose of the business of the Company or AVEVA Group or any AVEVA Group Company (whether or not such inventions are patentable or are capable of registration, copyright or other protection).

6.2 Rights

You acknowledge and agree that:

- a) all Intellectual Property Rights in Private and Confidential Information referred to in paragraph 3.1 and paragraph 6 and in any developments, improvements, modifications and enhancements thereto are and shall remain vested in the Company or AVEVA Group or any AVEVA Group Company as the case may be.
- b) all inventions, improvements, processes, methodologies, software, data, works subject to copyright, any other Intellectual Property Rights and all parts thereof, whether or not registrable, made by you from the date of commencement of your Services to the Company, in the course of your normal duties, or specifically assigned duties, or in relation to which you owe a special obligation to the Company, shall belong exclusively to the Company. In connection therewith you agree to assign and hereby assign and transfer to the Company or to AVEVA Group or to any AVEVA Group Company if requested by the Company, all of your present and future rights, title and interest in and to the following:
 - i) all Intellectual Property Rights made or conceived by you, alone or with others, during the course of providing Services to the Company;
 - ii) all Intellectual Property Rights made or conceived by you alone or with others, that relates to the business of the Company or AVEVA Group or any AVEVA Group Company, whether made or conceived during working hours utilizing premises or materials furnished by the Company or at other times with other materials;
 - iii) all Intellectual Property Rights made or conceived by you alone or with others, that arises out of any Private and Confidential Information whether made or conceived during working hours utilizing premises or materials furnished by the Company or at other times with other materials; and

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- iv) all Development Intellectual Property or Development Work made or conceived by you alone or with others, whether made or conceived during working hours utilizing premises or materials furnished by the Company or at other times with other materials.

You will at the Company's request, whether during the course of or after providing Services to the Company, do everything necessary, including signing all papers necessary or desirable to ensure that all Intellectual Property Rights assigned under this Agreement including such rights arising from the Development Intellectual Property or Development Work are vested exclusively in the Company or AVEVA Group or any AVEVA Group Company as the case may be, and to enable the Company or AVEVA Group or any AVEVA Group Company to, at its own expense, obtain in any part of the world, letters patent, design, copyright, or similar protection in respect of Intellectual Property Rights which belong to the Company or AVEVA Group or any AVEVA Group Company as the case may be including any such rights in respect of Development Intellectual Property or Development Work . You shall also, at the request and expense of the Company or AVEVA Group or any AVEVA Group Company, assist in the defence and prosecution in all countries of the said Intellectual Property Rights as may be required.

- 6.3 You consent to and authorise the Company or AVEVA Group or any AVEVA Group Company as the case may be, or its licensees or successors in title and any person authorised by it or its licensees or successors in title, to enjoy the full benefit of the assignment of rights in and to all Intellectual Property Rights, Development Intellectual Property and Development Work under this Agreement and to perform any acts or do any omissions which might otherwise amount to a breach of your Moral Rights in respect of such work.
- 6.4 For the purposes of this Agreement, "Moral Rights" shall mean any moral rights that you may have by operation of Section 57 of The Copyright Act 1957 as amended from time to time and under all similar legislation from time to time in force throughout the world in respect of any work or material made or conceived by you, the rights of which are assigned under this Agreement.
- 6.5 You shall not, during the course of providing Service to the Company, improperly use any confidential information or trade secrets of a former employer or a third party and have not brought and will not bring to the Company any materials or documents of a former employer or a third party that are not generally available to the public. You represent that your performance of all the terms of this Agreement does not and will not breach any agreement to keep in confidence information, knowledge or data acquired by you in confidence or in trust prior to providing Services to the Company.

7 Warranties

- 7.1 You warrant, represent and undertake as follows;
 - a) You shall expend sufficient effort so as to make any works assigned under this Agreement that are subject to copyright, including such works created for purposes of and relating to the Development Work, original in character and the said works shall be reduced to material form;

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- b) the Intellectual Property Rights assigned under this Agreement, including the Development Intellectual Property, shall not be copied from any other works or materials and shall not incorporate the Intellectual Property Rights of any third party;
- c) the exercise or use by the Company or AVEVA Group or any AVEVA Group Company as the case may be, of the rights assigned to it under this Agreement does not and will not infringe the rights of any third party;
- d) you have not done, and shall not do nor agree to do, any of the following things without the prior written consent of the Company or AVEVA Group or any AVEVA Group Company as the case may be, if to do so would be inconsistent with the exercise of the rights granted to it under this Agreement, including:
 - i) grant or agree to grant to any third party, any rights to the Intellectual Property Rights assigned under this Agreement, including the Development Intellectual Property, or any improvements thereto; or
 - ii) assign, mortgage, charge or otherwise transfer to any third party any of the Intellectual Property Rights assigned under this Agreement, including the Development Intellectual Property, or any of its rights or obligations under this Agreement.

8 Security

- 8.1 You are required to comply with all security measures laid down by the Company from time to time.

9 Indemnities

- 9.1 You understand that breach of this Agreement could be detrimental to the Company or to AVEVA Group or to any AVEVA Group Company or to its or their customers or suppliers, or to your fellow employees collectively or individually, and that any such breach may lead to disciplinary action (including dismissal), civil proceedings for injunction and/or damages, and/or criminal prosecution.
- 9.2 You shall indemnify the Company for any loss, damages, costs and expenses arising out of or caused by any breach, non-observance or non-performance of any provisions of the Agreement by you, as explicitly proven, either during the course of providing Services to the Company or thereafter except for exemption as provided in paragraph 4.

10 Governing Law

- 10.1 The Agreement will be governed by and interpreted under the laws of India. The parties hereby agree to submit to the non-exclusive jurisdiction of the courts of India.

11 Miscellaneous

- 11.1 This Agreement supersedes any agreements and understandings previously made between parties relating to the subject matter hereof.

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- 11.2 The headings of the sections of this Agreement are for convenience only and shall not determine or limit the provisions hereof.
- 11.3 If any one or more of the provisions or any part thereof contained in this Agreement shall be invalid, illegal or unenforceable in any respect under any law applicable thereto, the validity, legality and enforceability of the remaining provisions or part thereof contained herein shall not in any way be affected or impaired thereby.
- 11.4 You hereby agree that breach of this Agreement will cause the Company irreparable damage for which recovery of monetary damages would be inadequate, and that the Company shall therefore be entitled to obtain timely injunctive relief under this Agreement, as well as such further relief as may be granted by a court of competent jurisdiction.
- 11.5 No right under this Agreement shall be deemed to be waived except by notice in writing signed by the party waiving the right. A waiver by any party in respect of any breach of a condition or provision of this Agreement will not be deemed to be a waiver in respect of any other breach or provision. Failure or delay by any party to enforce any provision of this Agreement shall not be deemed to be a waiver by that party in respect of any right thereof, or of any other such breach.

Please acknowledge your understanding and acceptance to the terms and conditions as stated in this Agreement by signing and returning a duplicate copy to us.

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SIGNATORIES

IN WITNESS WHEREOF each of the Parties has executed this Agreement, as of the day and year first above written.

SIGNED AND DELIVERED

For **AVEVA Solutions India LLP**

DocuSigned by:

C2545A60523244F...

Shhyaam Konka
Head of HR Services, India

ACCEPTANCE STATEMENT

I have read and understand, and agree to observe and to be bound by the terms and conditions as stated in this Confidentiality and Assignment of Rights Agreement.

Intern

DocuSigned by:

Signed: 2D1F07A66B14436...

Name: Ketan Kadali

Date: 24 February 2023

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Letter of Intent (LOI)

Superset ID: 2888908

Date: September 30, 2022

Dear Jagadeesh Chandra Kumar,

We are immensely glad to extend a hearty welcome to you to our Cognizant family.

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited (" **Cognizant** ") and subsequent discussions. Basis the information and representation provided by you, we have found you suitable for the GenC role and your designation will be **Programmer Analyst Trainee**. Upon final scrutiny, a formal full-time employment Offer Letter with the compensation, terms and conditions, rules, regulations & policies (" **Employment Agreement** ") will be issued, and such Employment Agreement shall be subject to and be effective only upon your successful completion of the full-time internship program or Cognizant identified training programs as opted by you or mandated by Cognizant and background verification. You will have an opportunity to opt for a full-time internship with stipend during your final semester and terms and conditions governing such full-time internship program shall be detailed in the Intern Offer Letter.

It is hereby clarified that participation in this full-time internship program or Cognizant identified training programs shall not deem to constitute you to be an employee of Cognizant and the scope of this full-time internship program or Cognizant identified training programs does not include any supervisory responsibilities and that there is no agency, fiduciary or employer-employee relationship intended or created by reason of this LOI.

During this full-time internship program or Cognizant identified training programs, you shall not be entitled for any benefits paid or made available to Cognizant's full-time employees.

Upon your successfully completion of full-time internship program or Cognizant identified training programs, completion of background verification and being onboarded as an employee under a definitive Employment Agreement, your annual total remuneration shall be **INR 4,01,988/- per annum**. The detailed information on compensation and benefits will be provided in your full-time employment Offer Letter.

This LOI expresses only our intent to enable you participate in the full-time internship program or such Cognizant identified training programs as opted by you or as mandated by Cognizant, and there upon successful completion of the training which brings eligibility to receive a definitive Employment Agreement, subject to completion of hiring formalities, background verification and procedures. Cognizant has zero tolerance towards malpractice in any form and reserves all rights with respect to hiring decisions and issue of full-time Offer. This document is only a letter of intent and does not constitute any contractual relationship between you and Cognizant. Cognizant holds all rights to withhold or cancel this LOI and/or the Intern / Full-time employment Offer Letter due to non-conformance of performance benchmark or moral code of conduct.

Code of Conduct : You shall comply with Cognizants Core Values and Standards of Business Conduct, located at and incorporated herein by reference. <https://www.cognizant.com/us/en/documents/code-of-ethics.pdf>

This LOI from Cognizant is valid for 1 week - 7 calendar days, from the date of the LOI. Hence, you are requested to accept or decline the LOI within 1 week from the date of the LOI. In case we do not receive any response from your end within the aforementioned time period, this LOI shall stand withdrawn, and will be considered as void. Any extension to the LOI validity will be at the sole discretion of Cognizant. Please note that this LOI is not deemed to be considered as an employment contract or offer letter for purposes of joining Cognizant as an employee. For all onboarding formalities, the definitive Employment Agreement is required.

Upon accepting this LOI, you hereby consent for Cognizant Technology Solutions India Private Limited to receive the personal information and/or sensitive personal information ("Personal Information") submitted by you for background verification and share the same with its empaneled vendors located in India for conducting mandatory background checks for employment opportunities with Cognizant.

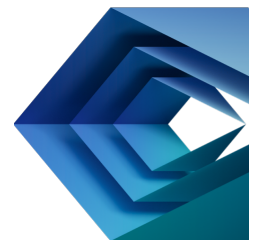
For further queries, related to Letter of Intent (LOI), please raise a request by clicking "Raise a Query" button in the below link. Use Superset ID as Candidate ID and choose Category as Letter of Intent (LOI).
<https://campus2cognizant.cognizant.com/Pages/Prelogin>

GenC HR Team will reach out to you over email to guide you on the next steps.
Thank you for the interest and stay tuned to hear from us.

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.

Maya Sreekumar
Vice President - Human Resources



Date: 05-Nov-2022

Name: Syed Hussain

College: CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY, Proddatur

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Syed Hussain,

Welcome to MINDTREE (hereinafter referred as the "Company"). Congratulations on being selected as a GRADUATE ENGINEER TRAINEE. This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (refer annexure 1) and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs. 25,000 pm.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You will also be issued a detailed Letter of Appointment as GRADUATE ENGINEER TRAINEE subject to you meeting the eligibility criteria as mentioned in Annexure-1. Your appointment is in accordance with the Apprentices Act, 1961.
4. Documents - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer Annexure-2).
5. Background Verification - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.
6. If the above terms and conditions are acceptable, kindly acknowledge this GRADUATE ENGINEER TRAINEE Offer Letter by digitally signing this offer within 7 days from the date of receipt of this mail and offer document.

If you do not digitally sign the offer letter within the above-mentioned period, the aforesaid offer automatically stands cancelled. Post registration on the above portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

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

8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with MINDTREE will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Training Program assessments
- Unauthorized absence during the Training Program
- Integrity and other disciplinary expectations

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

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

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

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

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

14. 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 the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.


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

Yours faithfully,
For MINDTREE Ltd.



Shalini Macaden
VICE PRESIDENT - PEOPLE FUNCTION

I have read the letter and accept the same.


Syed Asgar Hussain (Nov 7, 2022 10:59 GMT+5.5)

Nov 7, 2022

ANNEXURE-1

Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on date of Offer	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
Re-attempts/ATKTs/Backlogs/Arrears: (Diploma, Graduation, Post-Graduation)	* No active/live backlogs allowed at the time of the interview process * All backlogs (if any) must be cleared <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
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
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



Mindtree

A Larsen & Toubro Group Company

Eligibility for Maternity Leave:

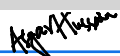
As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 80 days in the organization in the twelve months immediately preceding the date of her expected date of delivery



Self-Declaration:

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that this recruitment process is completely free of cost.
3. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
4. I am flexible to work at any MINDTREE Development Center/ Customer Site/ Partner premise as per business requirement.
5. I am flexible to work in any technology/domain/work shift assigned to me based on the business requirement

Candidate Signature:


[Syed Asgar Hussain \(Nov 7, 2022 10:59 GMT+5.5\)](#)

Name: Syed Hussain

Institute Name: CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY

Mobile No: 7997234238

Date of interview process: 18-Sep-2022

ANNEXURE-2

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

- A. Duly acknowledged copy of the GRADUATE ENGINEER TRAINEE Offer Letter.
- B. Non-Disclosure Agreement.
- C. Two copies of your recent passport size photograph with white background.

Attested copies of the following are required:

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

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

**ANNEXURE-3****Name : Syed Hussain**
Salary Grade : C1**Date: 05-Nov-2022**

Components	INR p.a.	INR p.m.
Basic	180,000.00	15,000.00
Bouquet of Benefits*	161,040.00	13,420.00
Statutory Bonus	21,000.00	1,750.00
A. Base Salary (p.a.)	362,040.00	30,170.00
Annual Incentive (p.a.)	0.00	
B. Total Variable (p.a.)	0.00	
C. TTC (p.a.)	362,040.00	
Provident Fund (PF)	21,600.00	1,800.00
Gratuity	8,664.00	722.00
Mediclaime Premium	7,704.00	
D. Retirals & Other Benefits	37,968.00	
Cost to Company (CTC) C + D	400,008.00	



Medical Insurance Premium:

The Group Mediciclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age). Coverage limits are as per company policy

You would also be eligible to be covered under the Group Term Life and Group Accident Insurance policy as per the company policy.

Notes:

- 1) Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
- 2) Bouquet of Benefits* /Flexi Pay consists of Flexi-components which may include HRA, Conveyance, LTA, Meal Allowance and Adhoc allowance.
- 3) H.R.A. will be deducted for accommodation (if any) provided by the Company.
- 4) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
- 5) Gratuity payment shall be as per "Payment of Gratuity Act, 1972".
- 6) 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.

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

- Any or all 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.



Code of Conduct

Summary:

Mindtree Minds are expected to follow a professional code of conduct and work ethics. The intent of this document is to lay the ground rules for professional and disciplined behavior in the office premises and/or at client locations. Mindtree cannot anticipate all situations that may arise during your employment. When in doubt about an appropriate course of conduct, please contact your supervisor or a People Function representative.

Your employment with Mindtree is subject to your acceptance of this Code of Conduct Procedure. All Mindtree Minds are required to read, understand and sign the Code of Conduct procedures when they are hired.

Objective:

To define guidelines on the professional code of conduct and work ethics in the office premises and/or at client locations.

Eligibility/Applicability:

All Mindtree Minds, Mindtree's clients, vendors, partners etc.

Code of Conduct :

The policy details various scenarios under which Code of Conduct is monitored.

1) Personal Interest v/s Mindtree's interest

In day-to-day work scenarios, you could face situations where a possible course of action would advance your personal interests at the expense of the company. In such situations, you are expected to put the best interests of the company first. When in doubt, please check with People Function and/or your Manager.

2) Use of proprietary or confidential information of third party

You should not disclose to Mindtree, bring onto Mindtree's premises or induce Mindtree to use any confidential information that belongs to anyone other than Mindtree or yourself. You are instructed neither to make use of any confidential or proprietary information of a third party in the course of performing your job duties or services, nor include or incorporate any such information with or into any product or work that you create, design, or develop for or on behalf of Mindtree in the course of performing your duties or services unless you have the prior written consent of Mindtree. Reference to 'Mindtree' above includes Mindtree's clients, vendors and partners as well.

3) Office for Profit

Without the consent of Mindtree, you are prohibited from initiating or accepting any work as an Employee, consultant, adviser or as a member of board of directors of any other company. If you wish to seek approval for such outside work, please contact your People Function representative.



4) Vendor relationship

In your capacity as a Mindtree Mind or Consultant, neither you in the capacity of employee nor any of your immediate family members can be a vendor of Mindtree. You shall not accept advice, service, or gifts or presents in kind or cash from a vendor of Mindtree with a value greater than \$25. If you receive any gifts from a vendor with a value greater than \$25, or if a vendor engages in a pattern of offering you small gifts, please inform your reporting manager or ask People Function for guidance.

5) Using Mindtree's time and assets

You should not use Mindtree's or its customers' time or any of its assets for performing outside or personal work. In addition, you should not abet, entice, motivate, help, or coerce fellow employees to use such time and assets for outside or personal work that could reasonably be construed to have a detrimental effect on Mindtree.

6) Personal Relationship

Your spouse or any other member in your immediate family may be working with a competitor or vendor of Mindtree. This calls for extra-sensitivity to confidentiality of Mindtree's information as there is a possibility that the closeness in relationship could lead to inadvertently compromising Mindtree's interest. You are requested to be aware of the potential conflicts that might arise and inform the People Function accordingly.

If you are a member of an Enabling function such as People Function, Finance, IS etc you cannot have an immediate family member employed in another function/role in Mindtree, unless it has been explicitly approved by the head of People Function.

7) Equal Opportunity

Mindtree is an equal opportunity employer and makes employment decisions on the basis of merit. The Company seeks to have the best available individual(s) in every position. Mindtree prohibits unlawful discrimination based on race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by federal, state or local laws.

Mindtree is committed to complying with all applicable laws providing equal opportunities to individuals regardless of race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by law. This responsibility applies to all persons involved in the operations of Mindtree and prohibits unlawful discrimination by any Mindtree Mind, including supervisors and coworkers.

Mindtree prohibits taking negative action against any Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation. Any Mindtree Mind who retaliates against another Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination of employment.

8) Dating/Romantic/Sexual Relationships

Mindtree recognizes that sometimes employees enter into personal relationships in the workplace, and this provision is not intended to prohibit such relationships. However, certain romantic or sexual relationships can interfere with the smooth operation of its business. Some of these relationships can also result in actual or potential disclosure of confidential or sensitive information and can have other detrimental effects. Mindtree reserves the right to determine when a relationship presents a problem in the workplace.



Without limiting its discretion to address problematic relationships or situations, Mindtree offers the following guidelines:

During working time and in working areas, employees must keep personal exchanges limited so that others are not distracted or offended, and so that productivity is maintained. During nonworking time, such as lunches, breaks and before and after work periods, employees may have appropriate personal conversations in non-work areas as long as their conversations and behaviors could not be perceived as offensive or uncomfortable to a reasonable person. Employees are strictly prohibited from engaging in conduct that would be deemed inappropriate by a reasonable person while on company premises, regardless of whether they are working at the time.

Mindtree generally considers employee off-duty conduct as private, as long as the conduct does not create problems within the workplace. Exceptions to this principle, however, involve 1) romantic or sexual relationships between supervisors and subordinates (regardless of the reporting structure) or 2) romantic or sexual relationships between any employee in the People Function or Finance departments and any other employee. Both employees involved in a relationship in either of these categories must immediately disclose to Mindtree the existence of a romantic or sexual relationship. Such required disclosure must be made in writing to People Function. People Function will provide an appropriate form upon request. Failure to make this disclosure may result in disciplinary action up to and including termination of employment. This disclosure will enable Mindtree to determine whether, given the relative positions of the individuals involved, action should be taken.

If Mindtree determines that action must be taken, it may ask one or both of the employees to transfer to another position, location, or project. If a transfer proposed by Mindtree is refused, or if Mindtree determines that the situation cannot be adequately addressed by transfer (or if Mindtree determines that transfer otherwise would not be in the best interests of Mindtree), Mindtree may terminate the employment of one or both employees. Mindtree has the sole discretion to determine whether a problem exists and how to address it. Accordingly, Mindtree is not limited to transfer and discipline/termination as its only options.

9) Personal Behavior

Mindtree expects all Mindtree Minds to be honest and fair in dealing with people, customers, vendors, competitors or others because you are the brand ambassador of Mindtree and your actions help to form others' impressions about Mindtree.

10) Breach of Discipline

As discussed above, Mindtree expects all Mindtree Minds to behave in a professional manner. Listed below are categories of inappropriate conduct that may lead to disciplinary action, up to and including termination of employment from Mindtree (This list is just illustrative and not exhaustive).

"Theft, fraud, forgery, embezzlement, misappropriation; dishonesty, harassment, indecent behavior, sexual advances, suggestive remarks, racial slurs, derogatory remarks/discrimination on - disability, veteran status, national origin, sexual orientation, race, color, religion, political affiliation, sex, or age. The list also includes forwarding/ viewing pornographic material at work or on work computers or other devices, willful insubordination, disobedience, absence without leave, habitually irregular attendance, neglect of work, willful damage of company property, disclosing/divulging trade secrets/confidential information/special processes/methodologies, unfair dealing with parties, false representation/misrepresentation, false recording/reporting of information, drunkenness, riotous behavior, commission of certain criminal offense(s), aiding or abetting any act listed herein, willful breach of law/rule / policy / guideline/procedure, working under the influence of alcohol or illegal drugs, creating/encouraging an offensive work environment, etc."



In the event Mindtree receives information suggesting that you may have engaged in any of the conduct described above, People Function personnel may require you to undergo necessary tests/assessments/inquiry as appropriate. You will be expected to cooperate in any investigation People Function or Mindtree management conducts or directs. Mindtree reserves the right to test Mindtree Minds for drug and alcohol use for cause or when a client requires testing.

11) Usage of Assets

As a Mindtree Mind, you will come in contact with the below mentioned assets as part of your job. You shall not disclose or divulge any of these assets without permission. You also shall not give false information, misinterpret or misquote any of these assets.

Information which can safely be construed as intellectual property or as copyrightable material includes the following -

- Product of ideas and hard work
- Confidential data
- Any business/functional plan
- Personal information
- Design
- Processes and know-how
- Any internal databases
- Patents /application
- Copyrighted material
- Methodologies, Services etc.

You will also ensure that company confidential information is not used for -

- Benefiting a third party,
- Having reciprocal dealings for personal benefits,
- Acquiring pirated, illegal unlicensed software,
- Receiving or giving extensive gifts/presents,
- Following any practices that lead to monopolies or restrict trade,
- Causing any violation of legal or statutory requirements, etc.

Please understand that unintentional disclosure of proprietary information can be just as harmful as intentional disclosure. Hence you are directed not to disclose Mindtree's confidential information to anyone (including fellow employees, if you are unsure of whether to divulge or not) unless otherwise required or permitted by law or directed by Mindtree management.



Mindtree

A Larsen & Toubro Group Company

12) Workplace Etiquettes

Workplace etiquette and housekeeping of personal space is a discipline. You must keep your desk space area clean at all times and should put away any papers, books, files, stationery, etc. when you close work for the day. You must ensure that you maintain minimum noise levels at all times so as not to disturb others. Please be conscious of Mindtree's Green council policy while using company / customer provided resources like printers, stationery, etc.

All Mindtree facilities/ campuses are designated as non-smoking zones. If you wish to smoke at work, please make use of designated smoking areas only.

It is imperative to safeguard the assets (computers, telephones, LCD, etc.) of the company from dishonest, illegal or willfully negligent acts. It is a serious violation to remove any assets from the company or use for personal benefit.

13) Information Disclosure

As a Mindtree Mind, you are expected to maintain the confidentiality of Mindtree's trade secrets and private or confidential information. Trade secrets may include information regarding the development of systems, processes, products, know-how and technology. If in doubt about whether a document or other information should be considered confidential, please contact your supervisor or People Function representative.

Mindtree Minds should not speak to the media on Mindtree's behalf without contacting company spokesperson/public relations personnel. All media inquiries should be directed to them.

You must be aware that Mindtree subscribes to the provisions and guidelines of security controls as defined under ISO 27001 in the current form and with any subsequent changes. In Mindtree, you are expected to adhere to the defined compliance under the security policy. Any breach of information security controls may result in disciplinary action up to and including termination of employment.

14) Information privacy

For privacy related rights please refer to the Data Privacy Policy available in People hub and <https://www.mindtree.com>.

Agreed and Accepted

Signature : 
Syed Asgar Hussain (Nov 7, 2022 10:59 GMT+5.5)

Name : Syed Asgar Hussain

Date : Nov 7, 2022



Mindtree – LTI Amalgamation

Dear Syed Hussain

We deeply value your decision to consider joining Mindtree and look forward to collaborating with you on building a fast-paced, progressive career for you.

Thanks to our cutting-edge digital transformation work for a growing roster of customers, we have been reporting industry-leading growth for the past several quarters despite an environment of rapid business and technology shifts. Our success speaks to the strength of our business model and the relevance of our strategic direction as an enabler of superior competitive advantage, customer experiences, and business outcomes for some of the world's most pioneering enterprises. We are now ready to take a significant leap forward in further accelerating our industry-acclaimed growth journey with an eye on the future.

In May this year, Mindtree and LTI — both Larsen & Toubro Group companies — announced a merger that will see Mindtree and LTI join strengths to create an efficient and scaled-up IT services provider called **LTIMindtree** and exceeding \$3.5 billion. Mindtree and LTI have delivered market-leading financial performance and created tremendous value for shareholders. Given that recent industry shifts such as the prominence of large deals and preference for end-to-end offerings benefit at-scale players, the two companies have decided that the time is appropriate to combine the strengths of both organizations to serve customers better.

- Significant scale benefits are anticipated through Mindtree and LTI's complementary strengths, resulting in a more robust portfolio of offerings across verticals. Enhanced customer engagement and delivery model through the industrialization of delivery and streamlined value-enabling processes to improve large-deal capabilities. These opportunities will help build stronger partnerships with ecosystem players and, most notably, a more distinctive value proposition for you, including opportunities to take on exciting, new projects and reach greater heights in your career with LTIMindtree.

The transaction is awaiting shareholder and regulatory approvals, and the formal integration will begin after that. Until then, Mindtree and LTI will continue to operate as independent companies.

Thank you once again for considering the offer to join Mindtree. We are excited about the synergies this merger between Mindtree and LTI will help unlock for all our stakeholders. When you join, you will be a part of a dynamic workforce driven by a culture of innovation and growth. We are counting on you to provide further impetus to our industry-leading growth story.

We cannot wait to welcome you onboard.

Best Regards,

Talent Acquisition Team

Mindtree



Date: 16th September '22
Name: Gajula Laxman
Address: CBIT

Letter of Intent

Congratulations!! We are happy to offer you the position of "Associate Engineer". We look forward to your arrival at our company. Tentative date of joining will be 3rd July 2023.

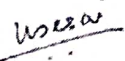
We wish to let you know that this Letter of Intent is contingent upon you clearing assessments of your education, past employment, criminal history and (if applicable) professional qualification(s). In the event that the background assessments result in any adverse finding, the Company reserves the right to withdraw this Letter of Intent at any stage.

Your total cost to the company will be **INR. 6,91,000/- (Rupees Six Lakhs Ninety One Thousand only) per annum**. The payment shall be subject to taxes as applicable. A detailed CTC break-up, mentioning your cash and other allowances/perks, is (Annexure I) for your reference.

Components of Salary	Rs. / Month	Proposed/ Year
A. Monthly Salary		
Basic Salary	19,167	230,000
House Rent Allowance	9,583	115,000
FBP	7,467	89,604
Special Allowance	11,700	140,396
Gross Salary	47,917	575,000
B. Standard Benefits		
Provident Fund (employer contr)	2,300	27,600
Gratuity	921	11,056
Medical Insurance Premium	1,667	20,000
	4,888	58,656
C. Cost to the Company		634,000
Variable Incentive Plan	Your target variable incentive is 10% of the Annual Gross salary and will be paid based on business and individual performance per the applicable Bonus policy of the company.	57,500
Total CTC including Variable Incentive plan		691,000*

* Rounded off to nearest hundred

Best Regards,
For FMC Technologies India Private Limited


G. Laxman

(Niranjan Desai)

Country Manager – People & Culture

Registered & Corporate Office:
FMC Technologies India Pvt. Ltd.
Plot No.27(Parl), Survey No. 124,
Road No 12, Commerzone, Raheja IT Park,
Industrial Park, IDA Nacharam,
Hyderabad, Telangana, INDIA 500 076
Phone: +91 40 66342900,
Fax: +91 40 66342901

Mumbai Office:
FMC Technologies India Pvt Ltd
Plant No 6, 91 Springboard Business Hub
Private Limited, Godrej Boyce, Plant 6,
Gate No 2, Lbs Marg, Opp Vikhroli Bus Dep,
Vikhroli West, Mumbai
Maharashtra - 400079
Phone: 022- 6883 9600
Fax: 022- 6883 9601

Chennai Office:
FMC Technologies India Pvt Ltd
4th Floor - Western Side, Door No 19,
Technip Centre, Velachery Main Road,
Guindy, Chennai
Tamil Nadu - 600032
Phone: 044- 6120 2500
Fax: 044- 6120 2501

Noida Office:
FMC Technologies India Pvt Ltd
Unit No.401, 4th Floor, Tower A,
Plot No.7, Advant Navis Business
Park, Sector 142, Noida,
District Gautam Budh Nagar,
Uttar Pradesh -201305
Phone: 0120- 635 6700
Fax: 0120- 635 6701

CIN: U29219TG2009FTC079988
Website: TechnipFMC.com



Dear Candidate,

Greetings from Cognizant!

This email is to give you an important update with regard to your internship offer and plan for onboarding which you are awaiting to receive from Cognizant.

We would like to let you know that you will be lined up for your Internship onboarding after **April 24th**. This is planned based on the inputs received from your TPO on your semester exams dates.

Your **Onboarding / Training location** would be at **Hyderabad**.

We would request you to acknowledge your acceptance for the above mentioned onboarding date and the location in the survey below before **25th March 2023** for us to proceed further with your Internship offer and onboarding process. You will be provided a 5 day leave in alignment to your 8th semester examination if it happens to fall during the course of your internship.

Survey Link : [Survey](#)

In case if you are not interested to take up your Internship at the above mentioned location / date we would remap you to the Certified Skill Development Program (CSD) which would commence after your college graduation and the offer rollout process would follow in alignment to a business demand.

We truly appreciate your patience and request you to stay tuned for further communication from us in this regard.

We are looking forward to onboard you as an intern at Cognizant!

Regards,

Human Resources – Cognizant GenC

Disclaimer:

- Cognizant does not entertain payments of any kind from candidates or vendors for employment. Requests for such payments should be promptly reported to GenCHRComplianceIND@cognizant.com

- If you encounter anyone who claims to offer jobs at Cognizant in return for any benefit (monetary or non-monetary), please do not entertain them. Please be informed that Cognizant shall not be held responsible for any such instances or payments you make

- We recommend that you do not respond to spam emails/ messages you do not trust; never disclose your personal or financial details to anyone you do not know. If any such mails purporting to come from Cognizant are received, we advise you to contact us at GenCHRComplianceIND@cognizant.com

- Cognizant takes its hiring practices seriously and appreciates you keeping the Company informed of any individuals posing as Cognizant employees who make false job offers using Cognizant's name. We remind you that while recruiting employees, Cognizant will only communicate with you through authentic Cognizant email addresses and Cognizant will never extend any job offers to anyone based on an online application without first conducting an in-person, video, or telephone interview through verified encrypted channels

- To ascertain that you are receiving a genuine call from Cognizant, please ensure

Date: 09-Nov-2022

Name: CHERUKUPALLY REDDY

College: CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY, Proddatur

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear CHERUKUPALLY REDDY,

Welcome to MINDTREE (hereinafter referred as the "Company"). Congratulations on being selected as a GRADUATE ENGINEER TRAINEE. This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (refer annexure 1) and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs. 25,000 pm.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You will also be issued a detailed Letter of Appointment as GRADUATE ENGINEER TRAINEE subject to you meeting the eligibility criteria as mentioned in Annexure-1. Your appointment is in accordance with the Apprentices Act, 1961.
4. Documents - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer Annexure-2).
5. Background Verification - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.
6. If the above terms and conditions are acceptable, kindly acknowledge this GRADUATE ENGINEER TRAINEE Offer Letter by digitally signing this offer within 7 days from the date of receipt of this mail and offer document.

If you do not digitally sign the offer letter within the above-mentioned period, the aforesaid offer automatically stands cancelled. Post registration on the above portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

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

8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with MINDTREE will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Training Program assessments
- Unauthorized absence during the Training Program
- Integrity and other disciplinary expectations

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

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

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

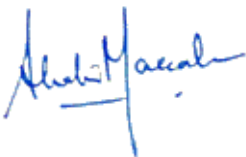
12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

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

14. 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 the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

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

Yours faithfully,
For MINDTREE Ltd.



Shalini Macaden
VICE PRESIDENT - PEOPLE FUNCTION

I have read the letter and accept the same.



C. Uday (Nov 10, 2022 10:27 GMT+5.5)

Nov 10, 2022

ANNEXURE-1

Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on date of Offer	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
Re-attempts/ATKTs/Backlogs/Arrears: (Diploma, Graduation, Post-Graduation)	* No active/live backlogs allowed at the time of the interview process * All backlogs (if any) must be cleared <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
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
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



Mindtree

A Larsen & Toubro Group Company

Eligibility for Maternity Leave:

As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 80 days in the organization in the twelve months immediately preceding the date of her expected date of delivery



Self-Declaration:

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that this recruitment process is completely free of cost.
3. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
4. I am flexible to work at any MINDTREE Development Center/ Customer Site/ Partner premise as per business requirement.
5. I am flexible to work in any technology/domain/work shift assigned to me based on the business requirement

Candidate Signature:


c uday (Nov 10, 2022 10:27 GMT+5.5)

Name:

CHERUKUPALLY REDDY

Institute Name:

CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY

Mobile No:

6300187695

Date of interview process:

18-Sep-2022

ANNEXURE-2

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

- A. Duly acknowledged copy of the GRADUATE ENGINEER TRAINEE Offer Letter.
- B. Non-Disclosure Agreement.
- C. Two copies of your recent passport size photograph with white background.

Attested copies of the following are required:

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

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

**ANNEXURE-3****Name : CHERUKUPALLY REDDY****Salary Grade : C1****Date: 09-Nov-2022**

Components	INR p.a.	INR p.m.
Basic	180,000.00	15,000.00
Bouquet of Benefits*	161,040.00	13,420.00
Statutory Bonus	21,000.00	1,750.00
A. Base Salary (p.a.)	362,040.00	30,170.00
Annual Incentive (p.a.)	0.00	
B. Total Variable (p.a.)	0.00	
C. TTC (p.a.)	362,040.00	
Provident Fund (PF)	21,600.00	1,800.00
Gratuity	8,664.00	722.00
Mediclaime Premium	7,704.00	
D. Retirals & Other Benefits	37,968.00	
Cost to Company (CTC) C + D	400,008.00	



Medical Insurance Premium:

The Group Mediciclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age). Coverage limits are as per company policy

You would also be eligible to be covered under the Group Term Life and Group Accident Insurance policy as per the company policy.

Notes:

- 1) Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
- 2) Bouquet of Benefits* /Flexi Pay consists of Flexi-components which may include HRA, Conveyance, LTA, Meal Allowance and Adhoc allowance.
- 3) H.R.A. will be deducted for accommodation (if any) provided by the Company.
- 4) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
- 5) Gratuity payment shall be as per "Payment of Gratuity Act, 1972".
- 6) 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.

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

- Any or all 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.



Code of Conduct

Summary:

Mindtree Minds are expected to follow a professional code of conduct and work ethics. The intent of this document is to lay the ground rules for professional and disciplined behavior in the office premises and/or at client locations. Mindtree cannot anticipate all situations that may arise during your employment. When in doubt about an appropriate course of conduct, please contact your supervisor or a People Function representative.

Your employment with Mindtree is subject to your acceptance of this Code of Conduct Procedure. All Mindtree Minds are required to read, understand and sign the Code of Conduct procedures when they are hired.

Objective:

To define guidelines on the professional code of conduct and work ethics in the office premises and/or at client locations.

Eligibility/Applicability:

All Mindtree Minds, Mindtree's clients, vendors, partners etc.

Code of Conduct :

The policy details various scenarios under which Code of Conduct is monitored.

1) Personal Interest v/s Mindtree's interest

In day-to-day work scenarios, you could face situations where a possible course of action would advance your personal interests at the expense of the company. In such situations, you are expected to put the best interests of the company first. When in doubt, please check with People Function and/or your Manager.

2) Use of proprietary or confidential information of third party

You should not disclose to Mindtree, bring onto Mindtree's premises or induce Mindtree to use any confidential information that belongs to anyone other than Mindtree or yourself. You are instructed neither to make use of any confidential or proprietary information of a third party in the course of performing your job duties or services, nor include or incorporate any such information with or into any product or work that you create, design, or develop for or on behalf of Mindtree in the course of performing your duties or services unless you have the prior written consent of Mindtree. Reference to 'Mindtree' above includes Mindtree's clients, vendors and partners as well.

3) Office for Profit

Without the consent of Mindtree, you are prohibited from initiating or accepting any work as an Employee, consultant, adviser or as a member of board of directors of any other company. If you wish to seek approval for such outside work, please contact your People Function representative.



4) Vendor relationship

In your capacity as a Mindtree Mind or Consultant, neither you in the capacity of employee nor any of your immediate family members can be a vendor of Mindtree. You shall not accept advice, service, or gifts or presents in kind or cash from a vendor of Mindtree with a value greater than \$25. If you receive any gifts from a vendor with a value greater than \$25, or if a vendor engages in a pattern of offering you small gifts, please inform your reporting manager or ask People Function for guidance.

5) Using Mindtree's time and assets

You should not use Mindtree's or its customers' time or any of its assets for performing outside or personal work. In addition, you should not abet, entice, motivate, help, or coerce fellow employees to use such time and assets for outside or personal work that could reasonably be construed to have a detrimental effect on Mindtree.

6) Personal Relationship

Your spouse or any other member in your immediate family may be working with a competitor or vendor of Mindtree. This calls for extra-sensitivity to confidentiality of Mindtree's information as there is a possibility that the closeness in relationship could lead to inadvertently compromising Mindtree's interest. You are requested to be aware of the potential conflicts that might arise and inform the People Function accordingly.

If you are a member of an Enabling function such as People Function, Finance, IS etc you cannot have an immediate family member employed in another function/role in Mindtree, unless it has been explicitly approved by the head of People Function.

7) Equal Opportunity

Mindtree is an equal opportunity employer and makes employment decisions on the basis of merit. The Company seeks to have the best available individual(s) in every position. Mindtree prohibits unlawful discrimination based on race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by federal, state or local laws.

Mindtree is committed to complying with all applicable laws providing equal opportunities to individuals regardless of race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by law. This responsibility applies to all persons involved in the operations of Mindtree and prohibits unlawful discrimination by any Mindtree Mind, including supervisors and coworkers.

Mindtree prohibits taking negative action against any Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation. Any Mindtree Mind who retaliates against another Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination of employment.

8) Dating/Romantic/Sexual Relationships

Mindtree recognizes that sometimes employees enter into personal relationships in the workplace, and this provision is not intended to prohibit such relationships. However, certain romantic or sexual relationships can interfere with the smooth operation of its business. Some of these relationships can also result in actual or potential disclosure of confidential or sensitive information and can have other detrimental effects. Mindtree reserves the right to determine when a relationship presents a problem in the workplace.



Without limiting its discretion to address problematic relationships or situations, Mindtree offers the following guidelines:

During working time and in working areas, employees must keep personal exchanges limited so that others are not distracted or offended, and so that productivity is maintained. During nonworking time, such as lunches, breaks and before and after work periods, employees may have appropriate personal conversations in non-work areas as long as their conversations and behaviors could not be perceived as offensive or uncomfortable to a reasonable person. Employees are strictly prohibited from engaging in conduct that would be deemed inappropriate by a reasonable person while on company premises, regardless of whether they are working at the time.

Mindtree generally considers employee off-duty conduct as private, as long as the conduct does not create problems within the workplace. Exceptions to this principle, however, involve 1) romantic or sexual relationships between supervisors and subordinates (regardless of the reporting structure) or 2) romantic or sexual relationships between any employee in the People Function or Finance departments and any other employee. Both employees involved in a relationship in either of these categories must immediately disclose to Mindtree the existence of a romantic or sexual relationship. Such required disclosure must be made in writing to People Function. People Function will provide an appropriate form upon request. Failure to make this disclosure may result in disciplinary action up to and including termination of employment. This disclosure will enable Mindtree to determine whether, given the relative positions of the individuals involved, action should be taken.

If Mindtree determines that action must be taken, it may ask one or both of the employees to transfer to another position, location, or project. If a transfer proposed by Mindtree is refused, or if Mindtree determines that the situation cannot be adequately addressed by transfer (or if Mindtree determines that transfer otherwise would not be in the best interests of Mindtree), Mindtree may terminate the employment of one or both employees. Mindtree has the sole discretion to determine whether a problem exists and how to address it. Accordingly, Mindtree is not limited to transfer and discipline/termination as its only options.

9) Personal Behavior

Mindtree expects all Mindtree Minds to be honest and fair in dealing with people, customers, vendors, competitors or others because you are the brand ambassador of Mindtree and your actions help to form others' impressions about Mindtree.

10) Breach of Discipline

As discussed above, Mindtree expects all Mindtree Minds to behave in a professional manner. Listed below are categories of inappropriate conduct that may lead to disciplinary action, up to and including termination of employment from Mindtree (This list is just illustrative and not exhaustive).

"Theft, fraud, forgery, embezzlement, misappropriation; dishonesty, harassment, indecent behavior, sexual advances, suggestive remarks, racial slurs, derogatory remarks/discrimination on - disability, veteran status, national origin, sexual orientation, race, color, religion, political affiliation, sex, or age. The list also includes forwarding/ viewing pornographic material at work or on work computers or other devices, willful insubordination, disobedience, absence without leave, habitually irregular attendance, neglect of work, willful damage of company property, disclosing/divulging trade secrets/confidential information/special processes/methodologies, unfair dealing with parties, false representation/misrepresentation, false recording/reporting of information, drunkenness, riotous behavior, commission of certain criminal offense(s), aiding or abetting any act listed herein, willful breach of law/rule / policy / guideline/procedure, working under the influence of alcohol or illegal drugs, creating/encouraging an offensive work environment, etc."



In the event Mindtree receives information suggesting that you may have engaged in any of the conduct described above, People Function personnel may require you to undergo necessary tests/assessments/inquiry as appropriate. You will be expected to cooperate in any investigation People Function or Mindtree management conducts or directs. Mindtree reserves the right to test Mindtree Minds for drug and alcohol use for cause or when a client requires testing.

11) Usage of Assets

As a Mindtree Mind, you will come in contact with the below mentioned assets as part of your job. You shall not disclose or divulge any of these assets without permission. You also shall not give false information, misinterpret or misquote any of these assets.

Information which can safely be construed as intellectual property or as copyrightable material includes the following -

- Product of ideas and hard work
- Confidential data
- Any business/functional plan
- Personal information
- Design
- Processes and know-how
- Any internal databases
- Patents /application
- Copyrighted material
- Methodologies, Services etc.

You will also ensure that company confidential information is not used for -

- Benefiting a third party,
- Having reciprocal dealings for personal benefits,
- Acquiring pirated, illegal unlicensed software,
- Receiving or giving extensive gifts/presents,
- Following any practices that lead to monopolies or restrict trade,
- Causing any violation of legal or statutory requirements, etc.

Please understand that unintentional disclosure of proprietary information can be just as harmful as intentional disclosure. Hence you are directed not to disclose Mindtree's confidential information to anyone (including fellow employees, if you are unsure of whether to divulge or not) unless otherwise required or permitted by law or directed by Mindtree management.



Mindtree

A Larsen & Toubro Group Company

12) Workplace Etiquettes

Workplace etiquette and housekeeping of personal space is a discipline. You must keep your desk space area clean at all times and should put away any papers, books, files, stationery, etc. when you close work for the day. You must ensure that you maintain minimum noise levels at all times so as not to disturb others. Please be conscious of Mindtree's Green council policy while using company / customer provided resources like printers, stationery, etc.

All Mindtree facilities/ campuses are designated as non-smoking zones. If you wish to smoke at work, please make use of designated smoking areas only.

It is imperative to safeguard the assets (computers, telephones, LCD, etc.) of the company from dishonest, illegal or willfully negligent acts. It is a serious violation to remove any assets from the company or use for personal benefit.

13) Information Disclosure

As a Mindtree Mind, you are expected to maintain the confidentiality of Mindtree's trade secrets and private or confidential information. Trade secrets may include information regarding the development of systems, processes, products, know-how and technology. If in doubt about whether a document or other information should be considered confidential, please contact your supervisor or People Function representative.

Mindtree Minds should not speak to the media on Mindtree's behalf without contacting company spokesperson/public relations personnel. All media inquiries should be directed to them.

You must be aware that Mindtree subscribes to the provisions and guidelines of security controls as defined under ISO 27001 in the current form and with any subsequent changes. In Mindtree, you are expected to adhere to the defined compliance under the security policy. Any breach of information security controls may result in disciplinary action up to and including termination of employment.

14) Information privacy

For privacy related rights please refer to the Data Privacy Policy available in People hub and <https://www.mindtree.com>.

Agreed and Accepted

Signature : 
C. Uday (Nov 10, 2022 10:27 GMT+5.5)

Name : CHERUKUPALLY UDA

Date : Nov 10, 2022



Mindtree – LTI Amalgamation

Dear CHERUKUPALLY REDDY

We deeply value your decision to consider joining Mindtree and look forward to collaborating with you on building a fast-paced, progressive career for you.

Thanks to our cutting-edge digital transformation work for a growing roster of customers, we have been reporting industry-leading growth for the past several quarters despite an environment of rapid business and technology shifts. Our success speaks to the strength of our business model and the relevance of our strategic direction as an enabler of superior competitive advantage, customer experiences, and business outcomes for some of the world's most pioneering enterprises. We are now ready to take a significant leap forward in further accelerating our industry-acclaimed growth journey with an eye on the future.

In May this year, Mindtree and LTI — both Larsen & Toubro Group companies — announced a merger that will see Mindtree and LTI join strengths to create an efficient and scaled-up IT services provider called **LTIMindtree** and exceeding \$3.5 billion. Mindtree and LTI have delivered market-leading financial performance and created tremendous value for shareholders. Given that recent industry shifts such as the prominence of large deals and preference for end-to-end offerings benefit at-scale players, the two companies have decided that the time is appropriate to combine the strengths of both organizations to serve customers better.

- Significant scale benefits are anticipated through Mindtree and LTI's complementary strengths, resulting in a more robust portfolio of offerings across verticals. Enhanced customer engagement and delivery model through the industrialization of delivery and streamlined value-enabling processes to improve large-deal capabilities. These opportunities will help build stronger partnerships with ecosystem players and, most notably, a more distinctive value proposition for you, including opportunities to take on exciting, new projects and reach greater heights in your career with LTIMindtree.

The transaction is awaiting shareholder and regulatory approvals, and the formal integration will begin after that. Until then, Mindtree and LTI will continue to operate as independent companies.

Thank you once again for considering the offer to join Mindtree. We are excited about the synergies this merger between Mindtree and LTI will help unlock for all our stakeholders. When you join, you will be a part of a dynamic workforce driven by a culture of innovation and growth. We are counting on you to provide further impetus to our industry-leading growth story.

We cannot wait to welcome you onboard.

Best Regards,

Talent Acquisition Team

Mindtree






Mindtree Offer Letter

Final Audit Report

2022-11-10

Created:	2022-11-09
By:	Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAEW8G7PDx76dXru-YAtyBbDp4seh6qzzG

"Mindtree Offer Letter" History

-  Document created by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
2022-11-09 - 2:04:43 AM GMT- IP address: 20.44.36.221
-  Waiting for Signature by udaykiranreddy1408@gmail.com
2022-11-09 - 2:04:48 AM GMT
-  Signer udaykiranreddy1408@gmail.com entered name at signing as c uday
2022-11-10 - 4:57:46 AM GMT- IP address: 202.65.141.230
-  Document e-signed by c uday (udaykiranreddy1408@gmail.com)
E-signature hosted by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Signature Date: 2022-11-10 - 4:57:48 AM GMT - Time Source: server- IP address: 202.65.141.230
-  Agreement completed.
2022-11-10 - 4:57:48 AM GMT



Hemamsu Dasari
18-8-254/A/1/13 Bharat Ratna Defence Colony
Kanchanbagh, Near DRDL
Hyderabad 500058

INVESCO (INDIA) PRIVATE LIMITED

15th Floor, Block 6, North Tower
Divyasree Orion
SEZ, Raidurgam, Serilingampally,
Hyderabad, Telangana 500 032

Tel +91 40 674 80000 / Fax 6748 0840
HR.Hyd@invesco.com
CIN# : U72200TG2012PTC078512

January 31, 2023

Dear Hemamsu Dasari

Congratulations! We are pleased to offer you the position of Associate I, Tech Strategy for Invesco India Pvt. Ltd. ('I IPL or Invesco') effective July 10, 2023. This position will be located in our office at DivyaSree Orion, Survey No. 66/1, Ranga Reddy District, Hyderabad 500 032. People are the foundation of our success and we believe you possess the experience, capability and talent to help us further build our organization into one of the preeminent leaders in the investment community. Speaking not only for myself, but for my colleagues as well, we look forward to the opportunity of working with you to achieve our collective objectives.

The terms and conditions of your employment with I IPL are set forth below, which, together with Annexure A (Compensation), Annexure B (Additional Terms and Conditions of Employment), Annexure C (Sensitive Personal Data or Information Collection Statement), Annexure D (Notice) and Annexure E (Transportation, Work from Home and Company Assets) attachment hereto and incorporated herein, shall constitute the entire agreement between you and I IPL regarding your employment with I IPL (collectively, the "Agreement"). If the terms and conditions of the Agreement meet with your approval, please evidence your acceptance of such by signing where indicated below. The terms of this offer letter, Annexure A, Annexure B, Annexure C, Annexure D, and Annexure E are collectively referred to as "Employment Agreement".

This offer and your services are contingent upon the successful completion of the course and the satisfactory background investigations including employment history. Any personal references and any negative report received by the Company from any person including your existing or earlier employer shall be solely for the Company's use and confidential, and you undertake not to request for a copy thereof or base a claim of any nature against any person including the Company with regard to such report or satisfaction reached by the Company. At your request, we understand that no background check with your present employer will be initiated by us prior to expiry of 7 days of your accepting the offer letter.

Compensation

Annual CTC

You will receive an annual CTC of Rs 9,00,000. For further details, please refer to Annexure A hereof.

Discretionary Bonus Program

In addition, you will be eligible for Invesco's annual discretionary bonus program. Your target bonus range will be between 0% – 10% of your annual CTC. Your actual bonus award will be based upon company and individual performance and subject to applicable policies of company from time to time. Any incentive or performance bonus paid by the Company to the employee shall be inclusive of the statutory annual bonus, if, where and when, the same may become payable by the Company to the employee. You shall not be entitled to receive any bonus payment to which you may otherwise have been entitled of or notified, if at the time of actual payment you are under notice period either because you or Company has given notice of termination as per the provisions of this Offer Letter.

Miscellaneous

Annual Leave

Your annual leave will be communicated to you separately and will not be less than 30 working days in each full year and pro-rata in any part of a year.

Leave encashment would be paid as per the prevailing policy of I IPL at the time of your cessation of employment. The annual leave policy, carry over policy and leave encashment policy can be amended by I IPL at its sole discretion from time to time.

Termination

Your employment may be terminated in accordance with the terms and conditions of Part 12 of Annexure B hereto. Hemamsu Dasari, we are excited to welcome you to Invesco!

Sincerely,



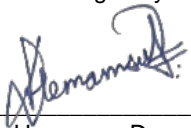
Mamata Vegunta
Director of HR– Hyderabad

Offer Confirmation and Acceptance

If you are agreeable to the above terms and all terms and conditions as described in the Annexures to this document and Invesco (India) Private Limited Employee Guide, please sign this letter and return to Vaishnavi Pyaraka (at vaishnavi.pyaraka@invesco.com) by February 3, 2023. Please be sure to retain a copy of this letter for your records.

In the event you fail to provide your acceptance of this offer by February 3, 2023, this offer shall stand rescinded.

Read and Acknowledged by:

Signature:  _____
Hemamsu Dasari

Date: 16-02-2023

Start Date: 10-07-2023



Hemamsu Dasari
18-8-254/A/1/13 Bharat Ratna Defence Colony
Kanchanbagh, Near DRDL
Hyderabad 500058

INVESCO (INDIA) PRIVATE LIMITED
15th Floor, Block 6, North Tower
Divyasree Orion
SEZ, Raidurgam, Serilingampally,
Hyderabad, Telangana 500 032

Tel +91 40 674 80000 / Fax 6748 0840
HR.Hyd@invesco.com
CIN# : U72200TG2012PTC078512

Annexure A: Compensation Details

January 31, 2023

Name: Hemamsu Dasari

Job Title: Associate I, Tech Strategy

	Annual Compensation (Rupees.)
Basic Salary	2,70,000
Bonus/ex-gratia	12,000
Special Allowance (Flexible Plan)	5,72,640
Company contribution to Provident Fund	32,400
Gratuity as per Gratuity Act	12,960
Total CTC	9,00,000

Sincerely,

Mamata Vegunta
Director of HR- Hyderabad



Hemamsu Dasari
18-8-254/A/1/13 Bharat Ratna Defence Colony
Kanchanbagh, Near DRDL
Hyderabad 500058

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HR.Hyd@invesco.com
CIN# : U72200TG2012PTC078512

Annexure B: Additional Terms and Conditions of Employment:

PART 1. EMPLOYMENT AND DUTIES

1.1 You shall perform such duties, assume such responsibilities and carry out such instructions or policies as may be assigned by IIPL from time to time.

1.2 You shall at all times faithfully, diligently and to the best of your abilities perform all duties that may be required of you, and shall devote the whole of your working time, skill, experience, knowledge, labor, energy and attention exclusively to those duties and to the business and affairs of IIPL.

1.3 During the term of your employment with IIPL and for a period of [12] months from the date of cessation of employment, you shall not, without first having obtained the written permission of IIPL, either as partner, officer, advisor, consultant, agent, employee, office bearer, contractor or otherwise, (i) be involved or become involved while this Employment Agreement is in effect or engage in any other activities that may conflict with your obligations to the Company; and (ii) carry on, own, manage, operate, join, assist, enable, have an interest in, control or otherwise engage or participate in a business similar to that of the Company or be connected (as a majority shareholder, director, officer, employee, partner, representative, lender, guarantor, distributor or advisor of, or consultant to or otherwise) in any business/ business entity which directly or indirectly is engaged in the business of the Company.

1.4 During the term of your employment with IIPL and for a period of [12] months from the date of cessation of employment, you will not, either on your own or on behalf of any other person, firm or IIPL canvass, solicit, attempt to solicit or entice any of IIPL's customers, vendors, clients or any other employee working in IIPL.

1.5 You shall not bind IIPL to any commitment or obligations to third parties (whether in contract, tort or otherwise) without the prior approval of IIPL.

1.6 You shall in the discharge of your duties and in the exercise of your powers, observe, comply and adhere to all such prevailing laws and regulations, policies and procedures as may be applicable to IIPL, from time to time.

1.7 You represent to IIPL that you:

- (a) have the required skills and experience to perform the duties outlined in paragraph 1.2;
 - (b) are mentally and physically fit to perform the duties outlined in paragraph 1.2;
 - (c) are not using any illicit drugs;
 - (d) are not bankrupt;
 - (e) are not party to any agreement or covenant with any third party that may preclude your employment with IIPL;
- and

1.8 You agree to strictly comply with IIPL's HR policy as set out in IIPL's Employee Guide during the course of your employment with IIPL.

1.9 Working in Shift

- The normal "regular full-time" work schedule for IIPL is forty (40) working hours, not exceeding forty eight (48) working hours, during each working week.
- Daily and weekly work schedules may be changed from time to time, at the sole discretion of the Company, to meet varying business needs.
- In this regard, an employee is expected to work in any shift in a rotational basis in order to meet the business requirements. This may include working over the weekends / holidays, subject to applicable law.
- All employees are expected to adjust to these changes. Employees will be informed of changes in work schedules as far in advance as possible.
- All benefits contingent to working on shifts are guided by the Shift Allowance policy as described in the Employee Guide.

PART 2. TERM OF EMPLOYMENT

2.1 Once your employment has commenced, it shall continue until terminated as hereinafter provided in Part 12, provided however that Parts 8 and 9, shall remain effective after the termination of employment hereunder.

PART 3. TRANSFERS AND PROMOTIONS

3.1 All transfers and promotions will be considered on an individual basis and in line with IIPL's policy.

3.2 IIPL may, at its discretion, transfer you to any business location of IIPL or its affiliates in accordance with the Employee Guide.

PART 4. REMUNERATION

4.1 For all services rendered by you as an employee of IIPL, you shall be entitled to total remuneration as set forth in Annexure A.

4.2 IIPL reserves the right to deduct from your salary and benefits any sums which you may owe IIPL including, without limitation, any overpayment made to you by IIPL or other deductions authorized or required by law.

4.3 In the event of any alteration of remuneration, being so notified, the alteration shall thereafter have effect as if it were specifically provided for in Annexure A.

4.4 Your remuneration will be reviewed periodically in accordance with the established Company policies.

PART 5. BENEFITS

5.1 IIPL agrees to make available to every employee from the start date, the insurance scheme or insurance cum savings scheme as may be notified by the Government at the rates, stipulated by the Government in the notification either in lump sum every year or in monthly installments as may be prescribed by the Government in the notification from time to time.

PART 6. LEAVE

6.1 You will be eligible to receive the annual leave in each full year (January to December) and pro-rata in any part of a year, in accordance with the Company policy.

6.2 Your leave entitlement shall be pro-rated for the years in which your employment with IIPL begins and terminates.

6.3 IIPL shall comply with regulatory requirements when authorizing leaves of absence for you due to medical conditions, pregnancy, childbirth, civic duties, or personal situations.

6.4 You shall request approval from your supervisor prior to taking leave.

PART 7. REIMBURSEMENT OF EXPENSES

7.1 IIPL shall reimburse you for all authorized travel and other expenses actually and properly incurred in connection with your duties as an employee of IIPL in accordance with IIPL's travel and entertainment policy.

7.2 You agree to provide any expense information requested by IIPL together with an itemize expense account and receipts showing all monies actually expended under paragraph 7.1.

PART 8. CONFIDENTIAL INFORMATION

8.1 As used herein, the term "Confidential Information" means information disclosed to, used by, developed by, or known to you in the course of your employment with I IPL, which is not generally known by persons outside I IPL's employment including, but not limited to, information pertaining to I IPL's and/or its affiliates' trade secrets, client information, marketing methods or strategies, personnel, sources or methods of financial position, pricing, bid proposal features, methods merchandising, interest rates, sales, customer and vendor lists, Inventions (as defined below), routines, policies and business procedures, including those outlined in I IPL's Employee Guide (if any).

8.2 You acknowledge that you shall have access to and be entrusted with Confidential Information in the course of your employment with I IPL, and that I IPL's business would be irreparably harmed if such Confidential Information were disclosed to, or used by, any persons outside I IPL's employment.

8.3 You acknowledge and agree that the right to maintain the absolute confidentiality of its Confidential Information is a proprietary right, which I IPL is entitled to protect.

8.4 You undertake, covenant and agree that you will not, during the term of your employment with I IPL or at any time thereafter, directly or indirectly, by any means whatsoever, divulge, furnish, provide access to, or use for any purpose other than the purposes authorized by I IPL, any of I IPL's Confidential Information, except if (i) it is required by law or any regulatory or government authority but only after giving reasonable notice to enable I IPL to limit such disclosure to the extent possible under law; (ii) it is considered necessary by you to disclose the Confidential Information to your professional advisers, auditors and bankers provided that he does so on terms protecting the Confidential Information which are at least as stringent as those specified herein; or (iii) I IPL has given its consent in writing in relation to such disclosure.

PART 9. INVENTIONS

9.1 As used herein, "Invention" means and includes any invention, improvement, method, process, advertisement, concept, system, apparatus, design or computer program or software, system or database or copyrights, patents, trademarks and designs (whether registered or unregistered), trade secrets or know how.

9.2 You acknowledge and agree that every Invention which you may, at any time during the term of your employment with I IPL or its affiliates, make, devise, develop or conceive, individually or jointly with others, whether during I IPL's business hours or otherwise, and which relates in any manner to I IPL's business or which may be useful to I IPL in connection with I IPL's business shall belong to, and be the exclusive property of I IPL, and you will make full and prompt disclosure to I IPL of every such Invention.

9.3 You undertake to assign to I IPL, or its nominee, every such Invention and to execute all assignments or other instruments and to do any other things necessary and proper to confirm I IPL's right and title in and to every such Invention. You further undertake to perform all proper acts within your power necessary or desired by I IPL to obtain letters patented in the name of I IPL and at I IPL's expense for every such Invention in whatever countries I IPL may desire, without payment by I IPL to You of any royalty, license fee, price or additional compensation. To the extent that such assignment of the rights in the Inventions from you to the Company is held unenforceable under applicable law for any reason, you agree to irrevocably grant a worldwide, enterprise-wide, perpetual, unlimited right and license in the Inventions, to use modify, improve, interpret, compile, recompile and further assign such rights provided in the Inventions for any purpose of the Company and without identifying or seeking your consent.

9.4 You further agree and acknowledge that even if I IPL does not exercise any of the rights in any of the assigned Inventions for more than a period of 1 (one) year, such assignment of, and license to, the rights in such assigned Inventions will not lapse and such rights will not revert pursuant to Section 19(4) of the Copyright Act, 1957.

9.5 You agree that, all duties and responsibilities provided by you under this Employment Agreement are specially ordered or commissioned by the Company for its sole and exclusive use and shall constitute 'work for hire' at the instance of the Company in accordance with Section 17 (b) Copyrights Act, 1957, as amended from time to time. You will not, during or at any time after the completion, expiry or termination of this Employment Agreement in any way question or dispute the ownership of the Inventions developed, discovered, prepared, created, conceived or reduced to practice by you, either alone or jointly with others, during the course of performance of your duties under this Employment Agreement.

9.6 You may only use the Inventions to perform your duties under this Employment Agreement. You agree not to use the Inventions for your own gain. Further, you agree to not disclose any Inventions to any third party without the express written consent of the Company. To the extent any rights considered as moral rights in any jurisdiction cannot be assigned, you hereby forever waive and agree never to assert any and all moral rights that you may have in the Inventions or in respect to any Invention which you may be entitled under the law or any relevant jurisdiction even after termination of your relationship/employment with the Company and undertake to not initiate any legal proceedings to enforce any such moral rights.

9.7 The obligations contained in Part 9 hereof shall continue beyond the termination of your employment and shall be binding upon

your assigns, executors, administrators and other legal representatives.

PART 10. INJUNCTIVE RELIEF

10.1 You acknowledge and agree that a breach by you of any of the covenants contained in Parts 8 or 9 hereof would result in irreparable harm to I IPL's business such that I IPL could not adequately be compensated for such harm by a damage award. Accordingly, you agree that in the event of any such breach, in addition to all other remedies available to I IPL at law or in equity, I IPL shall be entitled as a matter of right to obtain from a court of competent jurisdiction such relief by way of restraining order, injunction, decree or otherwise as may be appropriate to ensure compliance with the provisions of Parts 8 or 9 herein and you waive any right to object and consents to the issuance of an injunction or interim injunction prohibiting you from breaching any of the provisions hereof.

PART 11. POLICIES AND PROCEDURE MANUAL AND CODE OF CONDUCT

11.1 You agree to comply with and be bound by the provisions of I IPL's Guide and Code of Business Conduct and Ethics.

11.2 It is understood that I IPL maintains or may maintain certain policies, which may relate to the employment of you. You agree to comply with such policies. It is agreed that the introduction and administration of such policies are within the sole discretion of I IPL. I IPL has the sole discretion to revise/amend any such policies and you agree to abide by such revised/amended policies as may/may not be notified to you. If I IPL introduces, amends or deletes such policies as conditions warrant, such introduction, deletion or amendment does not constitute a breach of this Employment Agreement.

PART 12. TERMINATION OF EMPLOYMENT

12.1 Your employment may be terminated at any time by I IPL:

a) without notice or remuneration in lieu thereof at any time:

- i) for just cause;
- ii) if you are convicted of an indictable criminal offense or become bankrupt;
- iii) if you are guilty of any misconduct which in the reasonable opinion of I IPL could injure the reputation or business of I IPL;
- iv) if you, by reason of illness or mental or physical disability or incapacity, are unable to perform your duties under this as an employee of I IPL for any period of sixty (60) consecutive calendar days; or
- v) if you breach any obligation of yours contained in this Annexure B.

b) otherwise, for convenience, upon notice of 60 days prior notice, in writing or with a payment to you in lieu of notice.

12.2 You may terminate your employment with I IPL at any time by providing I IPL with 60 days prior notice in writing to that effect or payment in lieu of any shortfall for the notice on receipt of no objection email from Line Manager.

12.3 Upon termination of your employment with I IPL for any reason, you agree that all items in possession of you in respect of I IPL's business including all files, manuals, information, Confidential Information, Inventions and documents and all equipment such as motor vehicles, cameras, tape recorders, office equipment, computers and related equipment shall remain the property of I IPL and you shall personally deliver same promptly to I IPL's office. No photostatic copy, duplication or reproduction of any kind whatsoever shall be made of such files, information or documents without the express written consent of I IPL.

12.4 The payment of the amount required pursuant to sub-paragraph 12.1 (a) if applicable, together with any amounts accrued pursuant to paragraphs 4.1 and 6.1, shall be full and final severance pay and settlement between the parties hereto and the Employee agrees that he will not be entitled to any further compensation or payment of any kind whatsoever.

PART 13. GOVERNING LAW

13.1 This document shall be construed and interpreted in accordance with Indian law and the Courts of Hyderabad shall have exclusive jurisdiction on any matters related thereto.

The terms and conditions as outlined in this Employment Agreement are subject to the terms and conditions of the Employee guide. The guide shall prevail in case of any inconsistency between this Employment Agreement and Employee guide. The Company can change the terms and conditions in the employee guide at any time without notice and the latest employee guide shall prevail over previous sessions.


PART 14. OTHER TERMS

14.1 Non-Disparagement:

a) Upon cessation of your employment with IIPL, you shall refrain from making any adverse written or oral statement or taking any action, directly or indirectly, which you know or reasonably should know to be disparaging, negative or capable of causing harm to the reputation of IIPL or its affiliates, publicly or otherwise, except as allowed or required by law. You shall also refrain from suggesting to anyone that any written or oral statements concerning IIPL or its affiliates, be made which you know or reasonably should know to be disparaging or negative, or from urging or influencing any person to make any such statement.

b) You understand that nothing in this Employment Agreement shall in any way limit or prohibit you from engaging for a lawful purpose in any Protected Activity. For purposes of this Employment Agreement, "Protected Activity" shall mean filing a charge or complaint, or otherwise communicating, cooperating, or participating with any governmental agency or regulatory body, in accordance with applicable laws.

Read and Acknowledged by:

Signature:  _____
Hemamsu Dasari

Date: 16-02-2023



Annexure C: Sensitive Personal Data or Information (SPDI) Collection Statement

Throughout the course of your employment or service with Invesco India Private Limited ("IIPL"), we may collect certain Sensitive Personal Data or Information ("SPDI") from you.

The purpose of collection of SPDI includes but is not limited to: assessing an individual's qualifications and suitability including state of health for a particular job or task, administering a range of HR processes, provisioning of payroll benefits, record retention process, performance management, staff action on career development, tax-return filing, disclosures as permitted and required by law to assist in regulatory or other investigation or inspection, if any, or internal audit procedure and / or other administrative tasks ("Purposes").

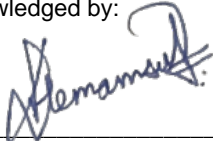
The SPDI that we have collected and may collect from time to time may be used for the Purposes listed above by IIPL and/or may be transferred (whether in or outside of your employing country) to our group, affiliate or associate companies, our third party service providers such as insurers, bankers, administrators and other third party companies engaged in contractual activities on our behalf.

As per IIPL's Employment Data Protection Policy, we reserve the right to retain SPDI of employees, contractors, temporary employees, consultants, interns, trainees, prospective employees or applicants, and former employees when they cease to be employed by us for a period as allowed under applicable laws. Such SPDI may be required for any purposes, residual or ancillary to the above Purposes in relation to a former employee, including, but not limited to; the provision of job references, processing applications for the employment matters relating to retirement benefits and allowing us to fulfill other contractual or statutory obligations. Please note that you have a right to request access to or seek a correction to your SPDI in relation to your employment.

Please visit the intranet for our latest Employment Data Protection Policy should you have any enquiries concerning the SPDI collected, including obtaining copies and/ or seeking any correction. Please note that the Employment Data Protection Policy may be updated and revised periodically without notice.

By signing below, you agree and confirm your acceptance of the Sensitive Personal Data or Information Collection Statement and acknowledge that you have read and agree to the terms of the Employment Data Protection Policy. You have the right to opt-out, in which case, you may contact the Human Resources department

Read and Acknowledged by:

Signature: 

Hemamsu Dasari

Date: 16-02-2023



Annexure D : Notice to Potential Employees
Invesco Limited and its subsidiaries (Invesco)

Invesco, as an investment company, is highly regulated by, and abides by all applicable regulatory requirements of, the Securities and Exchange Commission (SEC). As an individual providing service to Invesco as an employee, you are subject to certain regulations established by the SEC as a condition of providing services to the corporation. This document provides you with an overview of those requirements so you know what to expect in anticipation of working with the organization.

Financial disclosure:

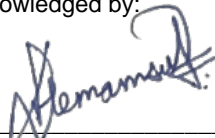
Due to potential access to sensitive information and records, you will be subject to disclosure of your personal investment holdings and trading activity as well as those of your immediate family while working with the company. Disclosure and other requirements may include, but may not be limited to, the following:

- a) Disclosure of direct or indirect beneficial ownership of securities held now or in the future;
- b) Clearance by Invesco before engaging in certain personal securities transactions;
- c) Reporting of certain personal securities transactions to Invesco;
- d) Restrictions on engaging in personal securities transactions or holding securities issued during an initial public offering;
- e) Restrictions on and disclosures regarding personal securities transactions involving the purchase or sale of unregistered or restricted securities;
- f) Restrictions on engaging in personal securities transactions in certain securities during certain periods of time; and
- g) Holding demat and trading accounts with an approved broker only.

IIPL's Compliance department will contact you shortly after you begin your assignment regarding disclosure requirements and pre-clearance of personal trades (if applicable).

Compliance with these requirements is a condition to any working relationship with Invesco, but does not guarantee a continued working relationship. All individuals work with Invesco on an at-will basis unless another status is agreed in writing with an authorized Invesco representative. Thank you for your cooperation and efforts toward maintaining Invesco as an organization that demonstrates the highest of ethical standards and behaviors in all of its business responsibilities.

Read and Acknowledged by:

Signature: 

Hemamsu Dasari

Date: 16-02-2023



Annexure E:

PART 1. TRANSPORTATION

In line with regulatory requirement and prevailing Invesco policy, Invesco provides door to door transport where applicable, for employees.

Employees whose login and log-out falls in between 7pm–7am can opt for company–provided transport facility, provided the following conditions are met:

- (I) Transport service is provided to employees who resides within 30kms radius from IIPL Office location.
- (II) It is intended that the maximum journey time should not be more than 120 minutes (one way). The calculated time is based on normal traffic conditions.

One of the prerequisites to making the Invesco offer was your proximity of residence to the Invesco office location. If you are unable to reside within the radius of Invesco Transport eligibility, during your tenure at IIPL, IIPL shall be entitled to take such necessary steps as may be required including

- (I) Ceasing the transportation facility
- (II) Termination of your employment with Invesco.

You are required to make yourself familiar with the Invesco Transport policy by reading the policy available on Intranet. More details can be obtained by contacting your Facilities Services department. Please note that the Invesco Transport policy may be updated and revised periodically without notice.

PART 2. WORK FROM HOME

It is understood that the work from home location is the city that is mentioned in the offer letter.

In certain situations, such as a pandemic, the employee might request to work from home at a location other than the one that is mentioned in the offer.

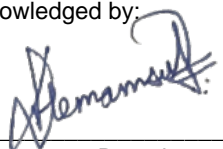
The employee would need to take explicit permission in writing from the immediate supervisor and the function leader in such situations. Such requests might be permitted depending on business need and infrastructure support available. This concession can be withdrawn based on business need and/or company policy.

PART 3. COMPANY ASSETS

To enable remote working during certain situations such as a pandemic, the company may provide the required technology assets to your location mentioned in the offer letter for remote working, in advance of your joining. In case you do not join Invesco or are no longer an employee of Invesco, you agree that you are responsible to return the same promptly to the company.

By signing below, you agree and confirm your understanding and acceptance of the above.

Read and Acknowledged by:

Signature: 
Hemamsu Dasari

Date: 16-02-2023



Date: 16th September '22
Name: Ajith Rao Bikkineni
Address: CBIT

Letter of Intent

Congratulations!! We are happy to offer you the position of "Associate Engineer". We look forward to your arrival at our company. Tentative date of joining will be 3rd July 2023.

We wish to let you know that this Letter of Intent is contingent upon you clearing assessments of your education, past employment, criminal history and (if applicable) professional qualification(s). In the event that the background assessments result in any adverse finding, the Company reserves the right to withdraw this Letter of Intent at any stage.

Your total cost to the company will be **INR. 6,91,000/- (Rupees Six Lakhs Ninety One Thousand only) per annum**. The payment shall be subject to taxes as applicable. A detailed CTC break-up, mentioning your cash and other allowances/perks, is (Annexure I) for your reference.

Components of Salary	Rs. / Month	Proposed/ Year
A. Monthly Salary		
Basic Salary	19,167	230,000
House Rent Allowance	9,583	115,000
FBP	7,467	89,604
Special Allowance	11,700	140,396
Gross Salary	47,917	575,000
B. Standard Benefits		
Provident Fund (employer contr)	2,300	27,600
Gratuity	921	11,056
Medical Insurance Premium	1,667	20,000
	4,888	58,656
C. Cost to the Company		
		634,000
Variable Incentive Plan	Your target variable incentive is 10% of the Annual Gross salary and will be paid based on business and individual performance per the applicable Bonus policy of the company.	57,500
Total CTC including Variable Incentive plan		691,000*

* Rounded off to nearest hundred

Best Regards,
For FMC Technologies India Private Limited

(Niranjan Desai)
Country Manager – People & Culture

Registered & Corporate Office:
FMC Technologies India Pvt. Ltd.
Plot No.27(Part), Survey No. 124,
Road No 12, Commerzone, Raheja IT Park,
Industrial Park, IDA Nacharam,
Hyderabad, Telangana, INDIA 500 076
Phone: +91 40 66342900,
Fax: +91 40 66342901

Mumbai Office:
FMC Technologies India Pvt Ltd
Plant No 6, 91 Springboard Business Hub
Private Limited, Godrej Boyce, Plant 6,
Gate No 2, Lbs Marg, Opp Vikhroli Bus Dep,
Vikhroli West, Mumbai
Maharashtra - 400079
Phone: 022- 6883 9600
Fax: 022- 6883 9601

Chennai Office:
FMC Technologies India Pvt Ltd
4th Floor - Western Side, Door No 19,
Technip Centre, Velachery Main Road,
Guindy, Chennai
Tamil Nadu - 600032
Phone: 044- 6120 2500
Fax: 044- 6120 2501

Noida Office:
FMC Technologies India Pvt Ltd
Unit No.401,4th Floor, Tower A,
Plot No.7, Advant Navis Business
Park, Sector 142, Noida,
District Gautam Budh Nagar,
Uttar Pradesh -201305
Phone: 0120- 635 6700
Fax: 0120- 635 6701

CIN: U29219TG2009FTC079988
Website: TechnipFMC.com



PRIVATE AND CONFIDENTIAL

January 18, 2023

Nikhil Kumar Nalla

h no: 4-1-66/a,ntpcramagundam, Telangana 505215
India

Dear Nikhil Kumar Nalla,

It is indeed a pleasure to welcome you to **PepsiCo Global Business Services India LLP** ("The Organization") as an integral member of the team. We look forward to working together towards achieving PepsiCo's vision, to be the global leader in convenient foods and beverages by winning with purpose.

This is to confirm our offer to you for the position of **Graduate Engineering Trainee - IT**, to be based at **Hyderabad** -IND. Please find enclosed a copy of our offer to join. Please review the same and agree to the terms & conditions stated online, once you join us, for our records.

Please do not hesitate to contact us if there is anything we can do to ensure that your transition to our Organization is as smooth as possible.

Regards,

A handwritten signature in blue ink that reads "Avantika Susan Nigam".

Avantika Susan Nigam
Head of HR

Enclosure: Appointment letter

PEPSICO GLOBAL BUSINESS SERVICES INDIA LLP

(This entity is registered with Limited Liability) LLP Identification Number: AAO-6786

Hyderabad Office: 14th Floor, SY No 107, Laxmi Infobahn, Tower 2, Kokapet Village, Gandipet Mandal, Ranga Reddy,

Telangana 500075. Tel: +91 40 7136 9000



January 18, 2023

Nikhil Kumar Nalla
h no: 4-1-66/a,ntpcramagundam, Telangana 505215
India

Dear Nikhil Kumar,

We are pleased to confirm our offer to join “**PepsiCo Global Business Services India LLP**” (“The Organization”) as a **Graduate Engineering Trainee - IT**. The primary terms and conditions are as follows:

Your appointment will be effective from the date of joining which shall not be later than **August 7, 2023** and you are being employed to work from and report to our office unit on 15th Floor, Tower B in Special Economic Zone located at SY No 107, Laxmi Infobahn, Kokapet, Hyderabad, Telangana- 500075 on the Joining Date.

1. Place of Work:

On joining, you will be required to relocate to Hyderabad or to any place within commuting distance of the office within 30 day’s of the Joining Date. During the course of your employment with the Organization, your services are liable to be transferred, seconded or deputed to any of the divisions, branches or companies belonging to, or affiliated to, or associated with the Organization either existing as of date or which may come up in future from time to time. Such transfer, secondment or deputation may be within India or overseas. It is further clarified that except the relocation expenses and transport benefits (as per policy) offered by the Organization, all other expenses for to and fro office will be borne by the employee.

2. Compensation and Allowances:

The Total Fixed Pay offered to you is INR **985,817.00** per annum. This includes statutory retivals. The Target Variable pay offered to you is INR **91,953.00** and the pay-out is subject to your meeting the performance criteria as per the organization’s annual bonus policy. The details of the compensation offered are attached in Annexure A.

In the event that, prior to your first anniversary of your Date of Joining, you resign from your employment for any reason or your employment is terminated by the Organization for reasons detailed under this Appointment letter (i) you will be entitled to retain only that portion of the sign-on cash bonus determined by multiplying the sign-on-cash bonus by a fraction, the numerator of which will be the number of whole months that have elapsed from your Start Date to your termination date and the denominator of which will be 12

(such amount, the “Earned sign-on cash bonus”), (ii) you will promptly repay PepsiCo any portion of the sign-on cash bonus already paid to the extent it exceeds the Earned sign-on cash bonus and (iii) you will forfeit any unpaid portion of the sign-on cash bonus.

3. Medical:

You and your immediate family members, consisting of spouse, dependent children, will be covered under the Organization medical scheme on any hospitalization subject to a limit of Rs. 4,00,000 (governed by the Medical Insurance Policy.)

4. Annual Leave:

You are entitled to Annual leave in accordance with Organization policy.

5. Termination:

Your services with the Organization can be terminated by either side, without assigning any reason, by giving 60 (sixty) days’ notice in writing (“Notice Period”). Upon resignation, you will be required to serve the full Notice Period. Any leave taken during Notice Period will be added to the Notice Period. The Organization reserves the right to terminate employment of an employee, for any reason whatsoever, by giving notice as applicable or ‘Basic Pay’ in lieu of the notice period as applicable, for the level. In case of gross misconduct, negligence, fraud, embezzlement or misappropriation, employment may be terminated by the Organization forthwith without any notice or compensation in lieu thereof.

6. Non-Disclosure:

You acknowledge and agree that unauthorized disclosure of the confidential information or trade secrets of the Organization or any of its affiliates would cause irreparable loss and damage to Organization, and that you shall, besides being liable to be terminated of your employment on this account, will also be liable to be proceeded against for such relief, including but not limited to, damages.

7. Non-Compete:

In signing this Offer and Appointment letter, you agree that during the period of twelve (12) months following the termination of this agreement, you shall not:

- (a) Provide services for or be employed by, whether as an employee, director, consultant or otherwise, any entity that materially competes with beverage or snacks business of the Organization, or any entity associated or affiliated with the above businesses, in the U.S., India, Thailand, or any other countries with respect to which you have performed services for the Organization or any of its affiliates.
- (b) Solicit or endeavor to entice away from the Organization or any of its affiliates any employee, or any other person engaged by the Organization or its affiliates, (whether or not such a person would commit any breach of contract by reason of leaving the service of the Organization or its affiliates), or any customer of the Organization or its affiliates.
- (c) Disclose to any unauthorized person or persons or misuse confidential information or trade secrets of the Organization or any of its affiliates.

8. Termination Payments:

As consideration for the Organization paying your relocation expenses, notice period, sign on cash bonus if any, or any other incidental expenses, you agree that if you voluntarily leave the Organization to join another Organization within a period of twelve (12) months, then as per the Organization's policy/ies, you will be required to repay the Organization such expenses or allowances, as applicable. Further, you understand and agree that any amount you owe the Organization, for whatever reason (including amounts related to the repayment of relocation expenses or allowances), at the time you terminate your employment will be deducted, in whole or in part, from your last pay check(s) and/or expenses reimbursement.

9. Governing Laws:

Your right to any compensation or benefit referenced in this Appointment letter will be determined under the terms of the applicable plan or program. In the event of a dispute, this Offer and Appointment letter shall, for all purposes, be governed and construed in accordance with the law of India, without reference to principles of conflicts of laws.

10. Retirement:

You will retire from services of the Organization on the day you complete the age of 60 years or such age as decided by the Organization from time to time.

11. Safety:

The employee agrees that during the term of Appointment, he shall comply with the safety policy / norms prescribed by the Organization from time to time. In case of non-compliance / breach of any terms and conditions of the safety policy/norms, the Organization shall be entitled to take such action as deemed fit by the Organization and/or as per applicable law, including termination of the employment with the Organization.

12. Code of Conduct:

You will adhere, at all times, to the Organization's Code of Conduct, all Organization policies and to the laws and regulations of any country in which you work.

13. The Organization conducts background checks on all new employees. All employment confirmation is subject to satisfactory completion of the background verification.

14. Acceptance:

You have read, understood and accepted the conditions of your employment outlined above. By clicking "Accept" at the next prompt, you will be electronically accepting the terms and conditions of this Letter of Understanding, thereby acknowledging and confirming that you have read and understand the terms and conditions contained herein. You thereby agree to all of the terms and conditions contained therein, including any additional policies, agreements, and addendums located on pages following this signed letter. Furthermore, you are aware that by affixing your electronic signature, it is a legally binding equivalent of your handwritten signature and that in future you may not repudiate the meaning of your electronic signature.

We are happy to welcome you to our Organization and look forward to you building a mutually beneficial long-term association with the Organization.

Regards,

A handwritten signature in blue ink that reads "Avantika Susan Nigam". The signature is written in a cursive style with a horizontal line under the name "Avantika".

Avantika Susan Nigam
Head of HR

PEPSICO GLOBAL BUSINESS SERVICES INDIA LLP

(This entity is registered with Limited Liability) LLP Identification Number: AAO-6786

Hyderabad Office: 14th Floor, SY No 107, Laxmi Infobahn, Tower 2, Kokapet Village, Gandipet Mandal, Ranga Reddy,
Telangana 500075. Tel: +91 40 7136 9000



PRIVATE AND CONFIDENTIAL

ANNEXURE A

Name of Candidate: Nikhil Kumar Nalla

External Title – Function: Graduate Engineering Trainee-IT

DOJ: August 7, 2023

Component	Details/Linkage	Amounts in INR p.a.
Basic Salary	Basic Pay is 40% of GBS Fixed Pay	INR Rs394,327.00
Flexible Compensation	This amount can be apportioned to HRA, LTA, NPS, Telecom Reimbursement and other components as per employee choice	INR Rs525,204.00
GBS Base Pay	Annual Guaranteed Cash	INR Rs919,531.00/Yr.
Provident Fund (PF) - Employer Contribution	12% of Basic	INR Rs47,319.00
Gratuity	4.81% of Basic	INR Rs18,967.00
GBS Fixed Pay	Sum of all components above	INR Rs985,817.00
Annual Bonus	Performance linked payout Annual payment for the year is pro-rated basis the month of joining for employees joining before 1st Oct and joiners on 2nd Oct and after are not eligible for that year's bonus	INR Rs91,953.00
GBS Total Cost to Company	Sum of PepsiCo Fixed Pay & Variable Pay	INR Rs1,077,770.00

PEPSICO GLOBAL BUSINESS SERVICES INDIA LLP

(This entity is registered with Limited Liability) LLP Identification Number: AAO-6786

Hyderabad Office: 14th Floor, SY No 107, Laxmi Infobahn, Tower 2, Kokapet Village, Gandipet Mandal, Ranga Reddy,

Telangana 500075. Tel: +91 40 7136 9000

To: Shaik Alamgeer Basha,
Mobile: +91 8897670184,
E Mail: alamgeerbasha101@gmail.com

Date: 11-Oct-2022

Ref: DEPL\22\HR-035

Dear Mr. Shaik Alamgeer Basha,

Sub: Offer of Internship and Employment

We are pleased to make you an offer of **Internship** with us during your Eighth semester and trainee role of “**Graduate Engineer Trainee (GET)**” in our organization after you complete your Internship and 8th semester successfully. Actual start date of Internship will be communicated to you later. Your GDT appointment with us will be subject to your successful completion of Graduation and your Medical Fitness at the time of reporting to our office.

On the date of joining to the Job, please bring the following documents in original as well as photocopies.

1. Proof of Date of Birth (Aadhar)
2. Certificates and Mark sheets of Class X, XII, Graduation (all semesters), Post-Graduation (all semesters) as applicable
3. Passport size photographs (2 off), Stamp size Photos (2 off)
4. Passport
5. Internship / Training certificates
6. Medical fitness certificate and related test reports

In case you have any doubt, you may contact the undersigned for clarifications.

Welcome to **Dravin** family.

For Dravin Engineering Private Limited



Suhas Gadgoli
General Manager - Engineering



1. Designation/Role:

With reference to your application, test and subsequent interview you had with us, we have pleasure in offering you **Internship** to begin with during your 8th semester. After you complete your Internship with us and complete your graduation successfully, you will be offered a role of “**Graduate Engineer Trainee (GET)**” in our organization.

Your services are however liable to be available to this company or associate companies / reorganized units depending on the requirements from time to time. Any change in position from one business entity to another will not be deemed as a break in service. Your designation is merely indicative of the responsibilities, which you are currently required to carry out. The company may require you, at any time, to perform any other administrative, managerial, supervisory or other functions and you will be bound to carry out such functions / responsibilities. They will constitute a part of your job.

We expect you to work with high standard of initiative, efficiency and economy.

2. Remuneration:

Your yearly remuneration package is as follows:

Total CTC (Cost to Company): INR 4,50,000 (Four Lakh Fifty Thousand Rupees) per annum

Indicative breakup of your salary is as shown in next page

Total CTC will have all other deductions including Employer’s part of PF, Health, Gratuity and other insurance premiums as applicable from time to time.

Annual Benefits (part of CTC):

Following are the annual benefits provided to the associate. These are **included** in your CTC.

1. Leave Travel Allowance of 25,000 per annum on completion of one year of service. This will be allocated from Special Allowance.
2. Medical insurance for Self, Spouse and 2 kids. The insurance will be for INR 200,000/- family floater policy. Insurance premium is taken from Total CTC.

Please note that all matters pertaining to salary are confidential and should not be discussed with any other employee of this organization.

Indicative Breakup of your salary in the role of GET:

	Salary per Month	Salary per Year	Notes
Earnings			
Basic + DA	12,500.00	1,50,000.00	40%
HRA	5,000.00	60,000.00	
Conveyance	1,600.00	19,200.00	
Special Allowance	11,960.00	1,43,520.00	
Gross Salary	31,060.00	3,72,720.00	
Net Salary	29,060.00	3,48,720.00	
Other Components of CTC			
Employer's part PF	1,800	21,600.00	@ 5% of Basic per month; Max 1800
Health Insurance Premium	683	8,200.00	Approximate Value
Gratuity @ 5%	625	7,500.00	This is payable only if employee works with Organization for min 5 years
Total of Other Components	3,108	37,300.00	
Variable Pay			
		40,000.00	after completion of 1 year, If performance averaged rating is 5 (average) out of max 5
		30,000.00	after completion of 1 year, If performance averaged rating is minimum 4 out of max 5
		20,000.00	after completion of 1 year, If performance averaged rating is 3 out of max 5
Total CTC (INR)	34,168	4,50,020	

3. Reporting:

You will report to 'Lead Engineer'.

4. Location:

You will be based at Hyderabad. Your place of work in Hyderabad will be primarily at our office in Begumpet. However, depending upon the business plans of the company/group, you may be relocated as and when needed. Your work schedule will be 5 days a week from 9AM to 6PM. In future, based on requirement you may also be asked to work in shifts (6 AM – 3 PM OR 2PM – 11PM)

5. Annual Review:

Your salary will be reviewed annually based on your performance and the company's performance. Minimum six months of service in Company is required to be considered for annual appraisal. After first 6 months of service in the company, your performance will be measured and if its found that you are not able to perform per requirements of GET role, you may be moved to GDT (Graduate Designer Role) with applicable salary change.

6. Restriction on other business or employment and confidentiality:

You will need to sign a Non disclosure and confidentiality agreement on the date of joining.

7. Medical Fitness:

The company shall be entitled to send you for a medical examination at any time during your employment to assess your medical fitness for your job.

8. Intellectual Property Rights:

All intellectual property rights including copyrights, patents, trademarks, industrial designs, any invention, software, product created or developed during the period of employment will stand vested in the company. You will assign without any compensation, to the company, all rights, titles and interest in the invention or improvement that you may make solely or jointly, in future during your employment relating to the products/services marketed, developed and you will perform all acts, execute such documents to secure to the company patent or other intellectual property rights protection and any or all rights relating to invention or improvements.

9. Probation:

You will be on Probation for a period of 6 months from the date of joining as **GET**. During this period, Company will be at liberty to terminate this appointment at one months' notice if your

performance is not up to the mark. Based on your performance, your role will be confirmed after probation period.

10. Notice Period:

After confirmation, either party may thereafter terminate this contract by giving to the other, 2 months' notice in writing. In case company decides to terminate this contract for any reason, company can shorten this period by paying the associate his/her basic pay for the number of days being cut short, if contract termination is not for disciplinary action.

If Employee decides to terminate the contract before a period of 3 years from the date of joining, then he /she shall be liable to pay compensation to COMPANY per Clause 11 below and Annexure B.

11. Employment Contract:

As informed to you during selection process, you will have to execute a Bond with COMPANY to serve for a minimum period of 3 years. If you do not agree to execute this Bond, this Job Offer stands cancelled automatically. The Bond amount will be INR 100,000.

12. Consequences of Incorrect Information:

This offer of employment is made based and relying upon the data, information furnished by you in your resume or other documents furnished by you including educational qualifications/marks sheets, experience certificates / employment proofs and last drawn salary proofs. If at any time it is found that any information furnished by you is false or inaccurate or incorrect, the company shall have the right to terminate your services at that ground alone without notice or compensation or salary in lieu of notice. Furnishing false/inaccurate/incorrect information will be construed to be a breach of trust and good faith and could lead to disciplinary action in the discretion of the management.

13. Leave Policy:

In respect of each year of employment, you shall be entitled to take 21 days as Privilege leave on full pay. It may be noted that the leaves are prorated for each month and get credited to your leave account after completion of each month of your service in the Organization.

Female candidates can avail maternity leave benefit. 12 Weeks of paid leave is provided as a maternity benefit and the associate is free to choose the period with respect to the planned delivery date of the child. Associate must discuss with immediate supervisor and obtain approval at least 4 weeks before commencing the leave.



Offer Letter – Shaik Alamgeer Basha; Ref: DTIPL\22\HR-035

14. Service Rules:

You will be governed by and shall confirm to the service rules of the company as prescribed from time to time.

15. Joining Date:

You will join us on or before **1st Aug 2023** as GET unless there is a written confirmation from us providing a later date of joining.

16. Acceptance:

Your formal acceptance of the terms and conditions should be confirmed by countersigning and returning the enclosed copy of this letter.

We hope that our offer is in line with the discussions. We have pleasure in welcoming you and trust you will have happy and mutually beneficial years of service with Dravin Engineering Private Limited.

Yours Truly,

For Dravin Engineering Private Limited

Suhas Gadgoli
General Manager - Engineering

Offer Acceptance

I accept the offer of appointment on the above said terms and conditions and I will join the office on August 2023.

Shaik Alamgeer Basha
(Mr. Shaik Alamgeer Basha)

Note: Please bring hardcopy of this letter on your date of joining with your signatures at appropriate places.

Regd, office:

8-2-674/1/1, Road No 13, Banjara Hills, Hyderabad, 500034

Page 6 of 6

Date: 05-Nov-2022

Name: SAI VAMSI NAGMALLA

College: CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY, Proddatur

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear SAI VAMSI NAGMALLA,

Welcome to MINDTREE (hereinafter referred as the "Company"). Congratulations on being selected as a GRADUATE ENGINEER TRAINEE. This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (refer annexure 1) and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs. 25,000 pm.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You will also be issued a detailed Letter of Appointment as GRADUATE ENGINEER TRAINEE subject to you meeting the eligibility criteria as mentioned in Annexure-1. Your appointment is in accordance with the Apprentices Act, 1961.
4. Documents - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer Annexure-2).
5. Background Verification - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.
6. If the above terms and conditions are acceptable, kindly acknowledge this GRADUATE ENGINEER TRAINEE Offer Letter by digitally signing this offer within 7 days from the date of receipt of this mail and offer document.

If you do not digitally sign the offer letter within the above-mentioned period, the aforesaid offer automatically stands cancelled. Post registration on the above portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

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

8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with MINDTREE will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Training Program assessments
- Unauthorized absence during the Training Program
- Integrity and other disciplinary expectations

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

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

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

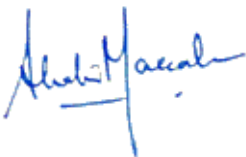
12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

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

14. 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 the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

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

Yours faithfully,
For MINDTREE Ltd.



Shalini Macaden
VICE PRESIDENT - PEOPLE FUNCTION

I have read the letter and accept the same.

ANNEXURE-1

Qualification	B.E./B.Tech.
Branches:	All Branches
Age Criteria: As on date of Offer	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
Re-attempts/ATKTs/Backlogs/Arrears: (Diploma, Graduation, Post-Graduation)	* No active/live backlogs allowed at the time of the interview process * All backlogs (if any) must be cleared <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
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
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



Mindtree

A Larsen & Toubro Group Company

Eligibility for Maternity Leave:

As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 80 days in the organization in the twelve months immediately preceding the date of her expected date of delivery



Self-Declaration:

1. I hereby declare that I meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I am aware that this recruitment process is completely free of cost.
3. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above.
4. I am flexible to work at any MINDTREE Development Center/ Customer Site/ Partner premise as per business requirement.
5. I am flexible to work in any technology/domain/work shift assigned to me based on the business requirement

Candidate Signature:



Name:

SAI VAMSI NAGMALLA

Institute Name:

CHAITANYA BHARATI INSTITUTE OF TECHNOLOGY

Mobile No:

9121722443

Date of interview process:

24-Sep-2022

ANNEXURE-2

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

- A. Duly acknowledged copy of the GRADUATE ENGINEER TRAINEE Offer Letter.
- B. Non-Disclosure Agreement.
- C. Two copies of your recent passport size photograph with white background.

Attested copies of the following are required:

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

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

**ANNEXURE-3****Name : SAI VAMSI NAGMALLA****Salary Grade : C1****Date: 05-Nov-2022**

Components	INR p.a.	INR p.m.
Basic	180,000.00	15,000.00
Bouquet of Benefits*	161,040.00	13,420.00
Statutory Bonus	21,000.00	1,750.00
A. Base Salary (p.a.)	362,040.00	30,170.00
Annual Incentive (p.a.)	0.00	
B. Total Variable (p.a.)	0.00	
C. TTC (p.a.)	362,040.00	
Provident Fund (PF)	21,600.00	1,800.00
Gratuity	8,664.00	722.00
Mediclaime Premium	7,704.00	
D. Retirals & Other Benefits	37,968.00	
Cost to Company (CTC) C + D	400,008.00	



Medical Insurance Premium:

The Group Mediciclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age). Coverage limits are as per company policy

You would also be eligible to be covered under the Group Term Life and Group Accident Insurance policy as per the company policy.

Notes:

- 1) Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
- 2) Bouquet of Benefits* /Flexi Pay consists of Flexi-components which may include HRA, Conveyance, LTA, Meal Allowance and Adhoc allowance.
- 3) H.R.A. will be deducted for accommodation (if any) provided by the Company.
- 4) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
- 5) Gratuity payment shall be as per "Payment of Gratuity Act, 1972".
- 6) 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.

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

- Any or all 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.



Code of Conduct

Summary:

Mindtree Minds are expected to follow a professional code of conduct and work ethics. The intent of this document is to lay the ground rules for professional and disciplined behavior in the office premises and/or at client locations. Mindtree cannot anticipate all situations that may arise during your employment. When in doubt about an appropriate course of conduct, please contact your supervisor or a People Function representative.

Your employment with Mindtree is subject to your acceptance of this Code of Conduct Procedure. All Mindtree Minds are required to read, understand and sign the Code of Conduct procedures when they are hired.

Objective:

To define guidelines on the professional code of conduct and work ethics in the office premises and/or at client locations.

Eligibility/Applicability:

All Mindtree Minds, Mindtree's clients, vendors, partners etc.

Code of Conduct :

The policy details various scenarios under which Code of Conduct is monitored.

1) Personal Interest v/s Mindtree's interest

In day-to-day work scenarios, you could face situations where a possible course of action would advance your personal interests at the expense of the company. In such situations, you are expected to put the best interests of the company first. When in doubt, please check with People Function and/or your Manager.

2) Use of proprietary or confidential information of third party

You should not disclose to Mindtree, bring onto Mindtree's premises or induce Mindtree to use any confidential information that belongs to anyone other than Mindtree or yourself. You are instructed neither to make use of any confidential or proprietary information of a third party in the course of performing your job duties or services, nor include or incorporate any such information with or into any product or work that you create, design, or develop for or on behalf of Mindtree in the course of performing your duties or services unless you have the prior written consent of Mindtree. Reference to 'Mindtree' above includes Mindtree's clients, vendors and partners as well.

3) Office for Profit

Without the consent of Mindtree, you are prohibited from initiating or accepting any work as an Employee, consultant, adviser or as a member of board of directors of any other company. If you wish to seek approval for such outside work, please contact your People Function representative.



4) Vendor relationship

In your capacity as a Mindtree Mind or Consultant, neither you in the capacity of employee nor any of your immediate family members can be a vendor of Mindtree. You shall not accept advice, service, or gifts or presents in kind or cash from a vendor of Mindtree with a value greater than \$25. If you receive any gifts from a vendor with a value greater than \$25, or if a vendor engages in a pattern of offering you small gifts, please inform your reporting manager or ask People Function for guidance.

5) Using Mindtree's time and assets

You should not use Mindtree's or its customers' time or any of its assets for performing outside or personal work. In addition, you should not abet, entice, motivate, help, or coerce fellow employees to use such time and assets for outside or personal work that could reasonably be construed to have a detrimental effect on Mindtree.

6) Personal Relationship

Your spouse or any other member in your immediate family may be working with a competitor or vendor of Mindtree. This calls for extra-sensitivity to confidentiality of Mindtree's information as there is a possibility that the closeness in relationship could lead to inadvertently compromising Mindtree's interest. You are requested to be aware of the potential conflicts that might arise and inform the People Function accordingly.

If you are a member of an Enabling function such as People Function, Finance, IS etc you cannot have an immediate family member employed in another function/role in Mindtree, unless it has been explicitly approved by the head of People Function.

7) Equal Opportunity

Mindtree is an equal opportunity employer and makes employment decisions on the basis of merit. The Company seeks to have the best available individual(s) in every position. Mindtree prohibits unlawful discrimination based on race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by federal, state or local laws.

Mindtree is committed to complying with all applicable laws providing equal opportunities to individuals regardless of race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by law. This responsibility applies to all persons involved in the operations of Mindtree and prohibits unlawful discrimination by any Mindtree Mind, including supervisors and coworkers.

Mindtree prohibits taking negative action against any Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation. Any Mindtree Mind who retaliates against another Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination of employment.

8) Dating/Romantic/Sexual Relationships

Mindtree recognizes that sometimes employees enter into personal relationships in the workplace, and this provision is not intended to prohibit such relationships. However, certain romantic or sexual relationships can interfere with the smooth operation of its business. Some of these relationships can also result in actual or potential disclosure of confidential or sensitive information and can have other detrimental effects. Mindtree reserves the right to determine when a relationship presents a problem in the workplace.



Without limiting its discretion to address problematic relationships or situations, Mindtree offers the following guidelines:

During working time and in working areas, employees must keep personal exchanges limited so that others are not distracted or offended, and so that productivity is maintained. During nonworking time, such as lunches, breaks and before and after work periods, employees may have appropriate personal conversations in non-work areas as long as their conversations and behaviors could not be perceived as offensive or uncomfortable to a reasonable person. Employees are strictly prohibited from engaging in conduct that would be deemed inappropriate by a reasonable person while on company premises, regardless of whether they are working at the time.

Mindtree generally considers employee off-duty conduct as private, as long as the conduct does not create problems within the workplace. Exceptions to this principle, however, involve 1) romantic or sexual relationships between supervisors and subordinates (regardless of the reporting structure) or 2) romantic or sexual relationships between any employee in the People Function or Finance departments and any other employee. Both employees involved in a relationship in either of these categories must immediately disclose to Mindtree the existence of a romantic or sexual relationship. Such required disclosure must be made in writing to People Function. People Function will provide an appropriate form upon request. Failure to make this disclosure may result in disciplinary action up to and including termination of employment. This disclosure will enable Mindtree to determine whether, given the relative positions of the individuals involved, action should be taken.

If Mindtree determines that action must be taken, it may ask one or both of the employees to transfer to another position, location, or project. If a transfer proposed by Mindtree is refused, or if Mindtree determines that the situation cannot be adequately addressed by transfer (or if Mindtree determines that transfer otherwise would not be in the best interests of Mindtree), Mindtree may terminate the employment of one or both employees. Mindtree has the sole discretion to determine whether a problem exists and how to address it. Accordingly, Mindtree is not limited to transfer and discipline/termination as its only options.

9) Personal Behavior

Mindtree expects all Mindtree Minds to be honest and fair in dealing with people, customers, vendors, competitors or others because you are the brand ambassador of Mindtree and your actions help to form others' impressions about Mindtree.

10) Breach of Discipline

As discussed above, Mindtree expects all Mindtree Minds to behave in a professional manner. Listed below are categories of inappropriate conduct that may lead to disciplinary action, up to and including termination of employment from Mindtree (This list is just illustrative and not exhaustive).

"Theft, fraud, forgery, embezzlement, misappropriation; dishonesty, harassment, indecent behavior, sexual advances, suggestive remarks, racial slurs, derogatory remarks/discrimination on - disability, veteran status, national origin, sexual orientation, race, color, religion, political affiliation, sex, or age. The list also includes forwarding/ viewing pornographic material at work or on work computers or other devices, willful insubordination, disobedience, absence without leave, habitually irregular attendance, neglect of work, willful damage of company property, disclosing/divulging trade secrets/confidential information/special processes/methodologies, unfair dealing with parties, false representation/misrepresentation, false recording/reporting of information, drunkenness, riotous behavior, commission of certain criminal offense(s), aiding or abetting any act listed herein, willful breach of law/rule / policy / guideline/procedure, working under the influence of alcohol or illegal drugs, creating/encouraging an offensive work environment, etc."



In the event Mindtree receives information suggesting that you may have engaged in any of the conduct described above, People Function personnel may require you to undergo necessary tests/assessments/inquiry as appropriate. You will be expected to cooperate in any investigation People Function or Mindtree management conducts or directs. Mindtree reserves the right to test Mindtree Minds for drug and alcohol use for cause or when a client requires testing.

11) Usage of Assets

As a Mindtree Mind, you will come in contact with the below mentioned assets as part of your job. You shall not disclose or divulge any of these assets without permission. You also shall not give false information, misinterpret or misquote any of these assets.

Information which can safely be construed as intellectual property or as copyrightable material includes the following -

- Product of ideas and hard work
- Confidential data
- Any business/functional plan
- Personal information
- Design
- Processes and know-how
- Any internal databases
- Patents /application
- Copyrighted material
- Methodologies, Services etc.

You will also ensure that company confidential information is not used for -

- Benefiting a third party,
- Having reciprocal dealings for personal benefits,
- Acquiring pirated, illegal unlicensed software,
- Receiving or giving extensive gifts/presents,
- Following any practices that lead to monopolies or restrict trade,
- Causing any violation of legal or statutory requirements, etc.

Please understand that unintentional disclosure of proprietary information can be just as harmful as intentional disclosure. Hence you are directed not to disclose Mindtree's confidential information to anyone (including fellow employees, if you are unsure of whether to divulge or not) unless otherwise required or permitted by law or directed by Mindtree management.



12) Workplace Etiquettes

Workplace etiquette and housekeeping of personal space is a discipline. You must keep your desk space area clean at all times and should put away any papers, books, files, stationery, etc. when you close work for the day. You must ensure that you maintain minimum noise levels at all times so as not to disturb others. Please be conscious of Mindtree's Green council policy while using company / customer provided resources like printers, stationery, etc.

All Mindtree facilities/ campuses are designated as non-smoking zones. If you wish to smoke at work, please make use of designated smoking areas only.

It is imperative to safeguard the assets (computers, telephones, LCD, etc.) of the company from dishonest, illegal or willfully negligent acts. It is a serious violation to remove any assets from the company or use for personal benefit.

13) Information Disclosure

As a Mindtree Mind, you are expected to maintain the confidentiality of Mindtree's trade secrets and private or confidential information. Trade secrets may include information regarding the development of systems, processes, products, know-how and technology. If in doubt about whether a document or other information should be considered confidential, please contact your supervisor or People Function representative.

Mindtree Minds should not speak to the media on Mindtree's behalf without contacting company spokesperson/public relations personnel. All media inquiries should be directed to them.

You must be aware that Mindtree subscribes to the provisions and guidelines of security controls as defined under ISO 27001 in the current form and with any subsequent changes. In Mindtree, you are expected to adhere to the defined compliance under the security policy. Any breach of information security controls may result in disciplinary action up to and including termination of employment.

14) Information privacy

For privacy related rights please refer to the Data Privacy Policy available in People hub and <https://www.mindtree.com>.

Agreed and Accepted

Signature :

Name :

Date :



Mindtree – LTI Amalgamation

Dear SAI VAMSI NAGMALLA

We deeply value your decision to consider joining Mindtree and look forward to collaborating with you on building a fast-paced, progressive career for you.

Thanks to our cutting-edge digital transformation work for a growing roster of customers, we have been reporting industry-leading growth for the past several quarters despite an environment of rapid business and technology shifts. Our success speaks to the strength of our business model and the relevance of our strategic direction as an enabler of superior competitive advantage, customer experiences, and business outcomes for some of the world's most pioneering enterprises. We are now ready to take a significant leap forward in further accelerating our industry-acclaimed growth journey with an eye on the future.

In May this year, Mindtree and LTI — both Larsen & Toubro Group companies — announced a merger that will see Mindtree and LTI join strengths to create an efficient and scaled-up IT services provider called **LTIMindtree** and exceeding \$3.5 billion. Mindtree and LTI have delivered market-leading financial performance and created tremendous value for shareholders. Given that recent industry shifts such as the prominence of large deals and preference for end-to-end offerings benefit at-scale players, the two companies have decided that the time is appropriate to combine the strengths of both organizations to serve customers better.

Significant scale benefits are anticipated through Mindtree and LTI's complementary strengths, resulting in a more robust portfolio of offerings across verticals. Enhanced customer engagement and delivery model through the industrialization of delivery and streamlined value-enabling processes to improve large-deal capabilities. These opportunities will help build stronger partnerships with ecosystem players and, most notably, a more distinctive value proposition for you, including opportunities to take on exciting, new projects and reach greater heights in your career with LTIMindtree.

The transaction is awaiting shareholder and regulatory approvals, and the formal integration will begin after that. Until then, Mindtree and LTI will continue to operate as independent companies.

Thank you once again for considering the offer to join Mindtree. We are excited about the synergies this merger between Mindtree and LTI will help unlock for all our stakeholders. When you join, you will be a part of a dynamic workforce driven by a culture of innovation and growth. We are counting on you to provide further impetus to our industry-leading growth story.

We cannot wait to welcome you onboard.

Best Regards,

Talent Acquisition Team

Mindtree

Getting businesses +
to the **future, faster.**



PRIVATE AND CONFIDENTIAL

January 18, 2023

Sai Yasasvi Dutt Malladi

H.No: A-7/1, BHEL Colony, Opp. Loyola Academy Secunderabad, Telangana 500010
India

Dear Sai Yasasvi Dutt Malladi,

It is indeed a pleasure to welcome you to **PepsiCo Global Business Services India LLP** ("The Organization") as an integral member of the team. We look forward to working together towards achieving PepsiCo's vision, to be the global leader in convenient foods and beverages by winning with purpose.

This is to confirm our offer to you for the position of **Graduate Engineering Trainee - IT**, to be based at **Hyderabad -IND**. Please find enclosed a copy of our offer to join. Please review the same and agree to the terms & conditions stated online, once you join us, for our records.

Please do not hesitate to contact us if there is anything we can do to ensure that your transition to our Organization is as smooth as possible.

Regards,

A handwritten signature in blue ink that reads "Avantika Susan Nigam".

Avantika Susan Nigam
Head of HR

Enclosure: Appointment letter

PEPSICO GLOBAL BUSINESS SERVICES INDIA LLP

(This entity is registered with Limited Liability) LLP Identification Number: AAO-6786

Hyderabad Office: 14th Floor, SY No 107, Laxmi Infobahn, Tower 2, Kokapet Village, Gandipet Mandal, Ranga Reddy,

Telangana 500075. Tel: +91 40 7136 9000

SF No. 146-2, Block-4, Erramanchi (V),
Penukonda (M), Anantapur Dist,
Andhra Pradesh PIN: 515110
CIN:U29309AP2017FTC106791
www.hyundai-transys.com

Date: 24-01-2023

To,

Mr. A Uday Kiran,

This is with your reference to your application for employment and the subsequent interview you had with us, we are pleased to offer you position of GET – Seat CAE in our organization.

Your annual compensation package will be Rs.3,50,000/-

The detailed appointment letter will be issued to you after joining with us.

You should report at the following address to join on or before 03rd July 2023.

M/s.Hyundai Tansy (I) Pvt Ltd- R&D Center, Divyasree Trinity Campus, Wing-B,7th floor,
HITEC City, Hyderabad-500081.

You are requested to submit the below documents at the time of joining.

1. Medical fitness certificate from registered medical practitioner.
2. Copies of educational certificates.
3. Service & Relieving certificates from all previous employers.
4. Latest passport size colour photographs -4 nos.
5. Copies of Aadhaar, PAN card & Bank A/c proof.
6. Aadhaar copies of dependents.

Looking forward to the pleasure of having you with us.

For Hyundai Transys India Pvt Ltd.,



Hong Seok Min
CHO



HEXAGON

5 July 2023

Hexagon Capability Center India Pvt. Ltd.
DivyaSree Trinity Campus HITEC City, Madhapur
Hyderabad 500 081, India
T: +91 40 7103 5000
www.hexagon-cci.com
CIN: U72200TG1987PTC014464

Y.Sai Krishna

H.No: 1-131, Ramalayam Temple Street
Janapahad
Suryapet

Offer Letter

Dear Sai Krishna,

Further to our recent discussions regarding employment opportunities at Hexagon Capability Center, we have the pleasure of making this offer to you to join our organization as **Software Engineer**.

We offer you a Salary of **Rs. 5,50,200/-** (Five Lakh Fifty Thousand Two Hundred Only) the breakup of which is enclosed. This offer is valid up to **6 July 2023** and will stand cancelled in the absence of your confirmation. You are expected to join the organization on or before **10 July 2023**. Please return the signed duplicate copy of letter as an acknowledgment.

You shall be posted at **Hyderabad**. However, the job may require you to be posted anywhere in India or abroad as per the requirements of the organization from time to time. You will be on Probation for a period of six months from the date of joining.

Your employment is subject to clearing the Background Verification and will receive a detailed appointment letter on joining us. We welcome you to Hexagon Capability Center India Pvt. Ltd. and look forward to working with you.

With Best Wishes,

For **Hexagon Capability Center India Pvt. Ltd.**,

Manoj Patloori
Executive Manager Talent Acquisition

Encl: Total Rewards Statement- Annexure 1 & Annexure 2



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Total Rewards Statement- Annexure 1

DETAILS OF COMPENSATION

Name : Y.Sai Krishna
Designation : Software Engineer
Band : 9

	Salary Component	Amount
A.	Monthly Salary (Rs. /Per month)	
	Basic Pay	18,340
	H.R.A.	9,170
	Child Education Allowance	200
	Child Hostel Allowance	300
	LTA	4,000
	Telephone Reimbursement*	1,000
	Car Maintenance Reimbursement*	2,700
	Special Allowance	7,057
	Sub-Total	42,767
B.	Retiral Benefits (Rs. /Per month)	
	Provident Fund – Employer Contribution	2,201
	Gratuity Plan**	882
	NPS	0
	Sub-Total	3,083
C.	Monthly Gross Pay (BASE)	45,850
D.	Annual Gross Pay (BASE) (OTE)	5,50,200
F.	Standard Benefits (Annualized value in Rs.)	
	Meal Card	26,400
	Premium paid for company provided insurances	21,250
	Online Learning Platform Subscription	7,200
	Sub- Total	54,850
G.	Annual Cost to Company (CTC)	6,05,050

* Reimbursements are Tax Exempted on submission of relevant bills.

** As per company policy, the entitlement of gratuity will be the actual eligible amount calculated in line with the Payment of Gratuity Act, 1972, without any upper cap post completion of 1 year of continuous service as regular employee. However, any amount above ₹ 20 Lacs (if applicable) will be subject to income tax as per rules.

- As per the Payment of Bonus Act, you are entitled to statutory bonus subject to a maximum of Rs. 7,000 Per Annum.



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Total Rewards Statement- Annexure 2

You are entitled to the following benefits:

Insurance Benefits	Sum Assured (Rs.)
Group Term Life Insurance	Covered as 2X of OTE
Group Personal Accident Policy Insurance	INR 10 Lakhs
Group Medical Insurance	Based on Band

Band Based Benefits	Amount	Features
Executive Health Check up	INR 1,150	Conducted yearly once in month of Nov- Dec

We offer complimentary breakfast in Hyderabad office, on all working days.

All employees are eligible for milestone-based benefits like Wedding gift and Childbirth gift, tenure-based Services awards, and Company Day gifts.

Please refer to relevant policy for more details. All policies are subject to review and periodic revision.

Received and accepted the Offer Letter.

Signature:

Degree 1	Degree 1 Primary Specializations	Roll No	First Name	Middle Name	Last Name	Official Email	Personal Phone			
B.E.	Electrical & Electronics Engineering	160119734026	ARUN	NA	ADUVALA	arun.aduvala.88@gmail.com	8367360282			
B.E.	Mechanical Engineering	160119736035	Bhyreddi	NA	Pramod	pramod.bhyreddi@gmail.com	7674965668			
B.E.	Mechanical Engineering	160119736019	Harish	NA	Pulipaka	harishpulipaka991@gmail.com	7032116650			
B.E.	Electrical & Electronics Engineering	160119734092	Jashwanth	NA	Sambaraju	jashwanthsambaraj@gmail.com	7674993949			
B.E.	Electrical & Electronics Engineering	160119734037	Pavan Kumar	NA	Kanikarapu	pavankumarkanikarapu@gmail.com	8919473202			
B.Tech.	Chemical Engineering	160119802011	Priyanka	NA	Masula	masulapriyanka7@gmail.com	9951455814			
B.E.	Electronics & Communication Engineering	160119735022	SANJANA	RAO	PULIGILLA	puligillasanjanarao63@gmail.com	9390579377			
B.E.	Mechanical Engineering	160119736011	SRUTHI	SHANKER	PYDIMARRY	sruthi.pydimarry@gmail.com	9701812808			
B.E.	Electronics & Communication Engineering	160119735056	Vijay Kumar	NA	Pilla	pillavijaykumar2002@gmail.com	9381910630			
B.E.	Electrical & Electronics Engineering	160119734118	Vivek Chandra	NA	Atiketi	vik.vivekchandra@gmail.com	7893151036			



Are you ready to start on your journey to
#MakeAnImpactThatMatters?

Dear Mallela Divij Kumar,

Congratulations on embarking on your journey with Deloitte—where professionals make an impact that matters!

As you take a step toward solving some of the complex business challenges, while tapping into your creativity, ingenuity, and resilience—here's a special message from our Talent acquisition leader, Saumen Bhattacharjee, for you:



You can also access the message by clicking [here](#).

To

Date: 4th February, 2023

Dera Ruchitha Reddy

Subject: Internship Offer Letter

Dear Dera Ruchitha Reddy

In reference to your application, we would like to congratulate you on being selected for an internship with the IntelliPaat Software Solutions Pvt. Ltd. Your work is scheduled to start on **27th February, 2023** for a period of **6** months. During this period, you will get paid **Rs. 22,000/month** (Rupees Twenty-Two Thousand Only) and you will be working as a '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

Note:

- Number of working days is **6** days a week.
- Your first month's salary(30Days Salary)will be dispersed along with your **4th** month's salary.
- During this Internship, you are eligible to get up to **Rs 200,000/-** as an incentive based on your performance.
- During your internship, you are expected to be disciplined and sincere towards your job responsibility.
- Based on your performance, the Pre-Placement Offer will be released before the completion of your internship at IntelliPaat.
- The company reserves the right to pay or recover salary in lieu of the notice period (if applicable) or to relieve you before the expiry of the notice period. All payments and recoveries made under this clause will be based on Gross Salary
- You need to serve **30** days of notice period without fail, or else the management of IntelliPaat can hold your salary/ experience letter / relieving letter/ any background verification in the future.
- Minimum working duration must be 9 hours including a one-hour lunch/dinner break.
- After the successful completion of 6 Months Internship period total CTC would be **Rs 7,25,000 INR**.
- No examination preparatory leaves will be provided during this period
- If the college/university exams are pending then you are allowed to take leaves for exams and for applying for the same you need to get the letter from your TPO with examination dates and get it approved by your manager.

Again, congratulations and we look forward to working with you.

Yours truly,

For IntelliPaat Software Solutions Private Limited



Dewaker Singh Bisht

Director - Human Resources

IntelliPaat Software Solutions Pvt. Ltd.

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068

Date: **09-11-2023**

TERMS OF ENGAGEMENT FOR FIXED PERIOD

Dear **Gaddam Arun Kumar**,

This refers to your application and the subsequent discussions / interviews you had with us. We are pleased to appoint you with us on the following terms & conditions:

1. You are being appointed as **Process Eng** in **TBWES TBWES_OEM** and will be based at **Energy House, Pune**.
2. The Company requires your services for a period of **12 months** for the position of **Process Engineer** in Grade **FTC** with **TBWES** at **Energy House, Pune, Maharashtra** and you may please report for duty on or before **04-12-2023** or any such other date as mutually discussed, agreed and confirmed by the Company to you in writing. Kindly confirm your acceptance within 2 days from the date of receiving this letter and the date of joining as mentioned above.
3. The company may in its sole discretion extend the term of your engagement by issuing separate written orders to that effect. Please note that you shall stand relieved from the engagement on completion of **12 months** from your date of joining unless extended by written order.
4. **Remuneration:**
You will be paid monthly wages as per **Annexure A**, which will be subject to periodic review from time to time at the sole discretion of the Company. Please note that compensation structure and benefits provided by organization may be altered / modified at any time without prior notice and your remuneration and other terms may accordingly be altered / modified from time to time. Further, salary, allowances, and all other payments / benefits will be governed by the Company's policies as well as statutory provisions in force from time to time and subject to deduction of taxes at source. Your compensation structure is strictly confidential between you and the Company and should not be discussed with any one nor divulged to any one in any manner whatsoever.
5. **Deliverables:** As advised by your reporting manager from time to time during the term of this engagement.
6. **Working Hours:** The timing of our general shift is **08:40 hrs. to 17:40 hrs.** However, please note you will be governed by working hours as decided by the company to suit its business needs.
7. **Weekly Off:** You will have six days working pattern. The weekly off day will be as decided by the company to suit its business needs.
8. Your duties may be varied from time to time and your services are liable to be transferred either

temporarily or permanently, to any one of our business location or group companies in India or abroad, at the entire discretion of the Company. In the event of a transfer, you would be governed by the terms and conditions applicable to your category of employees at the place of transfer unless otherwise specified in writing. The Company also has the right to deploy you from one job to another during your period of engagement after considering your skills.

9. You will be governed by the Company's policies, rules, regulations and practices as framed and enforced from time to time on the matters whether specified herein or not, including the matters such as designation, compensation, and structure thereof, working hours, etc. The Company's decision on all such matters shall be final and binding on you.
10. **Travel:** Whenever you are required to undertake travel on account of Company work, you shall be entitled to claim reimbursement as per Company rules.
11. **Provident Fund:** You will participate in the provident fund scheme as applicable under the **Provident Fund Act**.
12. **Medical test:** During your engagement with company, you are required to undergo medical examination at any time from the Medical Officer appointed by the Company for the purpose of maintaining good health.
13. **Intellectual Property Rights:** During the tenure of your engagement with the Company, you shall have exposure and access to various novel and proprietary designs and technologies related to the Company's business and existing and futuristic product range. All such information forms a vital part of the intellectual and technological property of the Company. It is therefore obligatory for you to make sure that during your future professional career either in any other organization or as an individual, you shall neither divulge and/or share any such information, nor make use of any such information related to Company's products and technologies for whatsoever reasons. In connection with all the product patents (whether registered or not) that have been effective and in force prior to the date of your leaving this Company and the designs and technologies (whether registered or not) of the products that you have access to, it is obligatory for you to make sure that, during your future professional career you do not involve yourself in design, development, manufacture or any other activity related to the products covered by the patents and/or product technology, as mentioned above in a manner that can lead to infringement of the rights of the aforesaid by your prospective employer or by yourself as an individual.

Any discovery or invention or confidential process or improvement in procedure made or discovered by you whilst in the service with the Company in connection with or in any way affecting or relating to the business of the Company or capable of being adopted for use therein or in connection therewith shall forthwith be disclosed to the Company, shall belong to and be the absolute property of the Company. All patents and rights secured in the course of your work shall be in the name of the Company and shall belong to, and be the absolute property of the Company. If and whenever required to do by the Company, you shall, at the cost of the Company, apply or join with the Company in applying for letters patents or other equivalent protection in India and in any other part of the world for any such discovery, invention, process or improvement as aforesaid and shall at the cost of the Company execute and do all instruments and things necessary for vesting the said letters patents or other equivalent protection when obtained and

all right, title and interest with the Company absolutely and as sole beneficial owner or in such other person as the Company may specify.

Kindly be advised that infringement of patents rights is an offence under **Patents Act, 1970** and the company has lawful rights to initiate suitable legal action against any person or entity involved in the infringement of the patent's rights and/or Intellectual Property Rights of the Company.

14. You shall not, without prior permission in writing and unless it is part of your day to day work, take any papers, books, drawings, photographs, instruments, computer software material, documents or any other property of the Company out of the work premises, nor shall you in any way at any time/s disclose, divulge or make public any information or matter concerning the processes, analytical methods, accounts, transactions, dealings, trade secrets of the Company whether the same may be confided in you or become known to you in the course of your employment with us or otherwise.
15. **Loss or damage to property / low productivity:** The Company has the right to suspend you, pending enquiry without any wages, compensation or allowances, if any of your actions lead to loss or damage to Company property or you fail to deliver/perform as agreed.
16. **Notice Period:** Your engagement may be terminated by the Company by giving you **30 (thirty) days'** notice in writing or wages in lieu thereof without assigning any reason, and on expiry of such notice or on making such payment, your engagement shall stand terminated. For notice pay, the Company shall consider **30 (thirty) days** wages as value of notice pay per month; however, company reserves the right to accept such payment in lieu of notice period. The company shall have right to recover the shortfall in notice period to be served, if any.

However, notwithstanding anything contained elsewhere, if the said termination is due to your actions involving moral turpitude or dishonesty in connection with the Company's business and/or due to you causing breach of any of the terms and conditions mentioned in your letter of engagement, the Company reserves the right to terminate your services forthwith, without any notice and/or pay in lieu thereof.

If you wish to terminate this contract of engagement, you must give **30 (thirty) days'** notice and serve the Company until the expiry of the said notice. The Company shall have right to recover the shortfall in notice period to be served, if any. The Company may waive the said notice period or a part thereof at its absolute discretion.

17. On termination of this employment, you will immediately return to the Company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effect, or records, etc. belonging to the Company or relating to its business and shall not make any copies thereof. In the event of your failure to return to the Company any of its property / assets, you would be deemed to have committed the offence of criminal breach of trust and the Company shall be free to proceed against you in an appropriate forum, besides claiming liquidated damages for withholding Company property / assets in an unauthorized and illegal manner.
18. **Non-Compete:** In consideration of the terms and conditions agreed between the Company and you, you

shall hereby undertake that during the term of this engagement with the Company, not to be associated with or in service of or be Consultant, Retainer or be in any advisory contractual or non-contractual form associated with any organization, Company or firm or Industry Association or individual whether or not in combination with each other in the same business or businesses as the ones the Company is in or otherwise.

You hereby undertake to abide by the above for a period of **twelve (12)** calendar months immediately succeeding the date of your exit from company. Thereafter, you shall intimate the Company in writing of your intention to associate with or be in the service of any organization, company or firm or industry association or individual in any capacity prior to such association or service. This forms an integral part of terms and conditions of your engagement with the Company for the period mentioned earlier.

19. **Confidentiality:** You shall maintain at all times, absolute secrecy and confidentiality about all matters what so ever relating to the business of the Company that you may acquire by virtue of your engagement, and undertake not to disclose any such information or part with any documents including but not limited to drawings, designs, know - how and / or any such Proprietary information and / or Intellectual Property Rights of the Company to any third party whilst in the engagement of the Company or thereafter.
20. **Leave:** You will be entitled to **21 days** leave per annum on a pro-rata basis during the contract tenure.
21. Notwithstanding anything to the contrary contained in this letter, if in the opinion of the Company you commit any breach in the observance of performance of your obligations hereunder or if you are, in the opinion of the Company, guilty of any misconduct, including violation of Code of Conduct of the Company or Company policies, disobedience, breach of duty or gross carelessness or if you absent yourself without leave and/or prior approval of your reporting authority for a period of more than **7 days**, then under such an eventuality, it shall be lawful for the Company, notwithstanding any waiver by the Company of any antecedent breach or circumstances, justifying the termination of your services under this clause, to terminate your employment forthwith without notice whatsoever and/or to dismiss you from the services of the Company without prejudice to the Company in respect of such breach or circumstances. In the event of such termination or dismissal you will be entitled to your salary for that month, if any, only up to the date of termination and not any other payment or allowance or facility.
22. **General:**
- i. You are required to maintain discipline in the company and shall be governed by the rules and regulations formed by the company and changes made therein from time to time.
 - ii. Any notices may be delivered by hand or by registered post or through electronic mail and the notice period shall commence from the date of delivery in the case of hand delivery, from the date of dispatch in the case of registered post and from the date of sending in case of through electronic mail.
 - iii. Your engagement is based on your special skills and special requirement and hence it is expected that you shall give maximum deliverables, failing which the Company has the right to terminate your services.

- iv. You are required to submit your permanent address to the company immediately on joining. Any changes made therein should be communicated in writing. Any communication made on the address furnished by you is binding on you and shall be deemed to be proper service.
- v. Any information furnished by you, if found to be incorrect / false or inadequate, shall result in termination of this contract of engagement automatically.
23. **Reporting:** Your reporting relation would be informed to you on joining.
24. Irrespective of your place of joining the employment of the Company or posting, only courts in Pune, Maharashtra shall have jurisdiction to try / adjudicate disputes arising out of your employment (past, present and future) with us.
25. Please note that the terms and conditions and other stipulations covered under this contract of employment and the annexure attached herewith, shall form the sole basis of the relationship between you and the Company and on other promises, assurances or indications of any kind, shall form part of this contract of employment, unless the same is specified in writing to that effect.

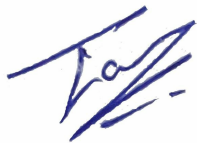
If the above terms and conditions are acceptable to you in its entirety, you are requested to signify your acceptance of the same by returning the enclosed copy of this letter with your signature.

We welcome you to the **Thermax Babcock and Wilcox Energy Solutions Ltd.** family and wish you a successful career with us.

Thanking You!

Yours sincerely,

Thermax Babcock and Wilcox Energy Solutions Ltd.



Jasmeet Bhatia
Chief Human Resources Officer

ANNEXURE A**Salary Details**

SALARY COMPUTATION		
Components	Per Annum	Per Month
Basic	2,50,000	20,833
HRA	1,25,000	10,417
Miscellaneous Allowances	82,975	6,915
Breakup Of Miscellaneous Allowances		
Education Allowance	2,400	200
Special Allowance	80,575	6,715
Sub Total A	4,57,975	38,165
Provident Fund	30,000	2,500
Gratuity	12,025	1,002
Sub Total B	42,025	3,502
Annual Fixed Salary	5,00,000	41,667
Annual Target Variable Pay Percentage	5	
Annual Target Variable Pay	25,000	
Total CTC	5,25,000	

- You will be covered in one of the Variable Pay plans - Sales Incentive Plan (SIP) or General Incentive Plan (GIP) as applicable.
- The Annual Variable Pay period is April to March and is paid in July based on DOJ (Pro-rata Basis).
- Target Variable Pay % mentioned above is an indicative number at 100% target achievement (Individual & Organisation). The Variable Pay paid will be higher if the targets are exceeded and vice versa.
- Variable Pay pay-out will be based on Individual and Business Performance. Statutory Bonus if applicable is included in the target variable pay.
- Variable Pay will only be paid to employees who are on active employment (Not resigned) in the organization as on 1st July every year.
- If you join on or before 31 Jan of the current FY, you will be eligible for the increment cycle of July, else you will be eligible for the increment cycle of next July.

THERMAX BABCOCK & WILCOX ENERGY SOLUTIONS LIMITED

ENERGY HOUSE, D-II BLOCK, PLOT NO 38 & 39, MIDC, CHINCHWAD,
PUNE - 411019 ☐ TEL.: +91-20-66126464 ☐ FAX: +91-20-66126612
Website: www.thermaxglobal.com



Yours sincerely,

Thermax Babcock and Wilcox Energy Solutions Ltd.

Jasmeet Bhatia
Chief Human Resources Officer



ANNEXURE B

COMPENSATION UNDER EMPLOYEE'S COMPENSATION ACT, 2017

The company shall pay compensation in accordance with the provision of Employee's Compensation Act 2017 in case of an injury caused to an employee due to accident arising out of and in course of employment. However, the company will not be liable to pay any compensation under the following circumstances:

- a) Any injury which does not result in total or partial disablement for a period exceeding three days.
- b) Injury not resulting in death or permanent total disablement, caused by an accident which is because of:
 1. The employee being under the influence of drinks or drugs.
 2. Employee's disobeying an order or a rule for the safety of employee.
 3. Employee's willfully removing or not following guidelines for the use of safety guard or other device provided for safety.
- c) Eligible legal compensation will be calculated & paid in accordance with provisions of the Employees Compensation Act 2017.

I have read & understood the above related to compensation in the event of an accident.

I, **Gaddam Arun Kumar** residing at state that I have understood the terms and conditions mentioned herein above and I accept the same.

Signature:

Name:

Date:

TELANGANA STATE ROAD TRANSPORT CORPORATION

No.P1/20(11)/2022-DR:NKD

OFFICE OF THE DEPOT MANAGER,
NARAYANKHED.Dt.22.07.2022.

To
The Personnel Officer,
T.S.R.T.C.,
Medak Region,
Sangareddy.

Sub: APPRENTICES:Engagement of Three year graduate/Diploma Me-
chanic engineer Apprentices in Narayankhed Depot - Reporting
Orders Issued. - Reg.

Ref: 1.HD.Lr.No.P2/20(3)/22-Rect.Dt.17.06.2022.
2.HD.Lr.No.P2/20(3)/22-Rect.Dt.21.06.2022.
3.RM/MR.Ltr.No.P3/20(02)/2022-RM:MR.Dt.18.07.2022.
ooo ooo ooo

With reference to the letter above cited, the following graduate
Apprentices of Mechanic Engineers who were selected to undergo Appren-
ticeship Training for Three (3) Years are posted to Narayankhed Depot
were reported for duty on 22.07.2022.

During the period of training the apprentice have to paid a
monthly stipend as follows.

a. For graduate apprentices	1st Year	Rs.18,000/-
	2nd Year	Rs.20,000/-
	3rd Year	Rs.22,000/-

Sl. NO	Name S/Sri	Fathers Name	Graduate apprentice	PERIOD FROM	TO
01.	P.SHIVA KUMAR	VIJAY KUMAR	Mechanical	22.07.22	TO 21.07.25
02.	MD.ABDUL AASIM NOUMAN	MD.SUBHAN	Mechanical	22.07.22	TO 21.07.25

The other terms and conditions mentioned in order vide reference
3rd are stands good.

DEPOT MANAGER
NARAYANKHED
T.S.R.T.C. NARAYANKHED

Copy submitted to RM/MR for fav.of infn.
Copy to DVM/MR, Principal/ZSTC for fav.of infn.
Copy to AD/MR for fav.of infn.
Copy to AE(M)/Dy.Suptd(F), SA(P)/NKD for fav. of infn.

Date: **06-11-2023**

Name: Yousuf Khan

Offer of Appointment

Dear **Yousuf Khan,**

With reference to your application and the subsequent interview you had with our client/ us, we are pleased to offer you the position of "**Highly Skilled**" in our organization based on the client's acceptance.

Your joining date would be **06-11-2023**.

Your appointment is based on the following terms and conditions:

41. TENURE:

- 41.1 This employment will be a Fixed Term Contract.
- 41.2 As part of the Contract, you are deployed **Drdl (Thermal Testing And Maintenance)** Client located in **Hyderabad**.
- 41.3 You will abide by the Key responsibilities as assigned to you by the client. You shall not misuse any of your position for any kind of wrong deeds.
- 41.4 Kapston reserves its right's to transfer/depute any of the associate to a another location or another client based on the business requirements.

42. NOTICE PERIOD:

- 42.1 In the eventuality if you wish to separate from the organization you will need to submit the resignation and give 1 month notice in writing or pay in lieu of the notice period days.
- 42.2 However due to breach of code of conduct, misbehavior or indiscipline etc, then in such cases, KAPSTON will have / reserve the rights to terminate immediately without giving notice period.

43. CODE OF CONDUCT:

You shall not engage in any act subversive of discipline in the course of your duty/ies for the Client either within the Client's organization or outside it, and if you were at any time found indulging in such act/s, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you.

During your contract period, if you are found to be involved/indulged in any criminal/illegal activity, appropriate action will be taken as per the laws of the land.

44. BACKGROUND VERIFICATION:

Based on the client requirement, the company reserves the right to have your background verified directly or through an outside agency. If on such verification it is found that you have furnished wrong information or concealed any material information your services are liable to be terminated.

REGISTERED OFFICE: # 287, MIG - 2, IX Phase, KPHB, Hyderabad, Telangana - 500 072, **Ph:** 98487 78241

CORPORATE OFFICE: Plot # 75, Kavuri Hills, Madhapur, Hyderabad, Telangana - 500034, **Ph:** 98487 78243

Control Room: +91 96 4050 4050 (24X7) **Email:** info@kapstonservices.com **Website:** www.kapstonservices.com

45. RULES AND REGULATIONS:

- 45.1 You shall be bound by the Rules & Regulations framed by the company from time to time in relation to conduct, discipline and other service conditions which will be deemed as Rules, Regulation and order and shall form part and parcel of this letter of offer.
- 45.2 You shall not directly / indirectly conduct or engaged any other employment/business or activity whatsoever. In case you are found to be indulged in dual employment, appropriate legal action will be initiated and you shall also be required to pay back the salary paid to you during the period of dual employment.
- 45.3 You shall take care not to disclose confidential information/trade secrets, etc that you may come across in the course of your responsibilities to anyone outside our client and use such information only in connection with the service provided.
- 45.4 Upon termination / resignation from your employment, you will return to the Company all assets, documents and other accessories, which may be in your possession at that time relating to the Company and will ensure not to retain any copies of extracts thereof.
- 45.5 In case, you abscond from the services of the organization without serving notice period, the notice period days will be recovered from the full and final settlement along with the losses incurred by the organization due to your unauthorized absentees.
- 45.6 Your contract is based on the information furnished by you with regard to qualification, experience, salary, age etc. In case, it is subsequently found that you have furnished false data/information with an intent of securing employment, the employment gets annulled and you are liable to be dismissed / discharged, without any further notice. You are required to bring / upload all the copies of your testimonials mentioned below during the on-boarding process.
- Proof of identity, date of birth and proof of address.
 - Relieving letter from your last employer.
 - Proof of your last drawn salary
 - Photocopies of your educational certificates and experience certificates
 - Four pass port size photographs.
 - E-aadhar is mandatorily required to create UAN number. You will be responsible for any non-compliance on this because of non-submission of documents.

Please note that any claims based on alleged verbal promises by any authority in the organization not a part of this letter and will not be entertained in future.

Please send us a token of acceptance for this offer of employment within 24 hours of receipt of this letter. In case, we do not receive any formal acceptance, it will be treated as auto acceptance. However, your attendance will be calculated only based on the client's confirmation of your deployment. We look forward to joining our organization at the earliest.

Kapston Services Limited

Authorized Signatory



Declaration:

I have carefully read and understood the above terms and conditions of appointment and the same are acceptable to me. I am hereby declaring that, I am accepting this role without any force nor I have paid any money or any obligation to anyone for this offer.

Signature of employee:

Date:

**HYUNDAI
TRANSYS**

SF No. 146-2, Block-4, Erramanchi (V),
Penukonda (M), Anantapur Dist,
Andhra Pradesh PIN: 515110
CIN:U29309AP2017FTC106791
www.hyundai-transys.com

Date: 10-11-2023

To

Mr. R Sai Kiran,

This is with your reference to your application for employment and the subsequent interview you had with us, we are pleased to offer you position of GET – PT- CFD (R&D) in our organization.

Your annual compensation package will be Rs.4,50,000/-

The detailed appointment letter will be issued to you after joining with us.

You should report at the following address to join on or before 14th Nov 2023.

M/s.Hyundai Tansy (I) Pvt Ltd- R&D Center, Divyasree Trinity Campus, Wing-B,7th floor, HITEC City, Hyderabad-500081.

You are requested to submit the below documents at the time of joining.

1. Medical fitness certificate from registered medical practitioner.
2. Copies of educational certificates.
3. Service & Relieving certificates from all previous employers.
4. Latest passport size colour photographs -4 nos.
5. Copies of Aadhaar, PAN card & Bank A/c proof.
6. Aadhaar copies of dependents.

Looking forward to the pleasure of having you with us.

For Hyundai Transys India Pvt Ltd.,



Authorized Signatory

Date: **29-11-2023**

TERMS OF ENGAGEMENT FOR FIXED PERIOD

Dear **M ABHIRAM**,

This refers to your application and the subsequent discussions / interviews you had with us. We are pleased to appoint you with us on the following terms & conditions:

1. You are being appointed as **Process Eng** in **TBWES TBWES_OEM** and will be based at **Energy House, Pune**.
2. The Company requires your services for a period of **12 months** for the position of **Process Engineer** in Grade **FTC** with **TBWES** at **Energy House, Pune, Maharashtra** and you may please report for duty on or before **11-12-2023** or any such other date as mutually discussed, agreed and confirmed by the Company to you in writing. Kindly confirm your acceptance within 2 days from the date of receiving this letter and the date of joining as mentioned above.
3. The company may in its sole discretion extend the term of your engagement by issuing separate written orders to that effect. Please note that you shall stand relieved from the engagement on completion of **12 months** from your date of joining unless extended by written order.
4. **Remuneration:**
You will be paid monthly wages as per **Annexure A**, which will be subject to periodic review from time to time at the sole discretion of the Company. Please note that compensation structure and benefits provided by organization may be altered / modified at any time without prior notice and your remuneration and other terms may accordingly be altered / modified from time to time. Further, salary, allowances, and all other payments / benefits will be governed by the Company's policies as well as statutory provisions in force from time to time and subject to deduction of taxes at source. Your compensation structure is strictly confidential between you and the Company and should not be discussed with any one nor divulged to any one in any manner whatsoever.
5. **Deliverables:** As advised by your reporting manager from time to time during the term of this engagement.
6. **Working Hours:** The timing of our general shift is **08:40 hrs. to 17:40 hrs.** However, please note you will be governed by working hours as decided by the company to suit its business needs.
7. **Weekly Off:** You will have six days working pattern. The weekly off day will be as decided by the company to suit its business needs.
8. Your duties may be varied from time to time and your services are liable to be transferred either

temporarily or permanently, to any one of our business location or group companies in India or abroad, at the entire discretion of the Company. In the event of a transfer, you would be governed by the terms and conditions applicable to your category of employees at the place of transfer unless otherwise specified in writing. The Company also has the right to deploy you from one job to another during your period of engagement after considering your skills.

9. You will be governed by the Company's policies, rules, regulations and practices as framed and enforced from time to time on the matters whether specified herein or not, including the matters such as designation, compensation, and structure thereof, working hours, etc. The Company's decision on all such matters shall be final and binding on you.
10. **Travel:** Whenever you are required to undertake travel on account of Company work, you shall be entitled to claim reimbursement as per Company rules.
11. **Provident Fund:** You will participate in the provident fund scheme as applicable under the **Provident Fund Act**.
12. **Medical test:** During your engagement with company, you are required to undergo medical examination at any time from the Medical Officer appointed by the Company for the purpose of maintaining good health.
13. **Intellectual Property Rights:** During the tenure of your engagement with the Company, you shall have exposure and access to various novel and proprietary designs and technologies related to the Company's business and existing and futuristic product range. All such information forms a vital part of the intellectual and technological property of the Company. It is therefore obligatory for you to make sure that during your future professional career either in any other organization or as an individual, you shall neither divulge and/or share any such information, nor make use of any such information related to Company's products and technologies for whatsoever reasons. In connection with all the product patents (whether registered or not) that have been effective and in force prior to the date of your leaving this Company and the designs and technologies (whether registered or not) of the products that you have access to, it is obligatory for you to make sure that, during your future professional career you do not involve yourself in design, development, manufacture or any other activity related to the products covered by the patents and/or product technology, as mentioned above in a manner that can lead to infringement of the rights of the aforesaid by your prospective employer or by yourself as an individual.

Any discovery or invention or confidential process or improvement in procedure made or discovered by you whilst in the service with the Company in connection with or in any way affecting or relating to the business of the Company or capable of being adopted for use therein or in connection therewith shall forthwith be disclosed to the Company, shall belong to and be the absolute property of the Company. All patents and rights secured in the course of your work shall be in the name of the Company and shall belong to, and be the absolute property of the Company. If and whenever required to do by the Company, you shall, at the cost of the Company, apply or join with the Company in applying for letters patents or other equivalent protection in India and in any other part of the world for any such discovery, invention, process or improvement as aforesaid and shall at the cost of the Company execute and do all instruments and things necessary for vesting the said letters patents or other equivalent protection when obtained and

all right, title and interest with the Company absolutely and as sole beneficial owner or in such other person as the Company may specify.

Kindly be advised that infringement of patents rights is an offence under **Patents Act, 1970** and the company has lawful rights to initiate suitable legal action against any person or entity involved in the infringement of the patent's rights and/or Intellectual Property Rights of the Company.

14. You shall not, without prior permission in writing and unless it is part of your day to day work, take any papers, books, drawings, photographs, instruments, computer software material, documents or any other property of the Company out of the work premises, nor shall you in any way at any time/s disclose, divulge or make public any information or matter concerning the processes, analytical methods, accounts, transactions, dealings, trade secrets of the Company whether the same may be confided in you or become known to you in the course of your employment with us or otherwise.
15. **Loss or damage to property / low productivity:** The Company has the right to suspend you, pending enquiry without any wages, compensation or allowances, if any of your actions lead to loss or damage to Company property or you fail to deliver/perform as agreed.
16. **Notice Period:** Your engagement may be terminated by the Company by giving you **30 (thirty) days'** notice in writing or wages in lieu thereof without assigning any reason, and on expiry of such notice or on making such payment, your engagement shall stand terminated. For notice pay, the Company shall consider **30 (thirty) days** wages as value of notice pay per month; however, company reserves the right to accept such payment in lieu of notice period. The company shall have right to recover the shortfall in notice period to be served, if any.

However, notwithstanding anything contained elsewhere, if the said termination is due to your actions involving moral turpitude or dishonesty in connection with the Company's business and/or due to you causing breach of any of the terms and conditions mentioned in your letter of engagement, the Company reserves the right to terminate your services forthwith, without any notice and/or pay in lieu thereof.

If you wish to terminate this contract of engagement, you must give **30 (thirty) days'** notice and serve the Company until the expiry of the said notice. The Company shall have right to recover the shortfall in notice period to be served, if any. The Company may waive the said notice period or a part thereof at its absolute discretion.

17. On termination of this employment, you will immediately return to the Company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effect, or records, etc. belonging to the Company or relating to its business and shall not make any copies thereof. In the event of your failure to return to the Company any of its property / assets, you would be deemed to have committed the offence of criminal breach of trust and the Company shall be free to proceed against you in an appropriate forum, besides claiming liquidated damages for withholding Company property / assets in an unauthorized and illegal manner.
18. **Non-Compete:** In consideration of the terms and conditions agreed between the Company and you, you

shall hereby undertake that during the term of this engagement with the Company, not to be associated with or in service of or be Consultant, Retainer or be in any advisory contractual or non-contractual form associated with any organization, Company or firm or Industry Association or individual whether or not in combination with each other in the same business or businesses as the ones the Company is in or otherwise.

You hereby undertake to abide by the above for a period of **twelve (12)** calendar months immediately succeeding the date of your exit from company. Thereafter, you shall intimate the Company in writing of your intention to associate with or be in the service of any organization, company or firm or industry association or individual in any capacity prior to such association or service. This forms an integral part of terms and conditions of your engagement with the Company for the period mentioned earlier.

19. **Confidentiality:** You shall maintain at all times, absolute secrecy and confidentiality about all matters what so ever relating to the business of the Company that you may acquire by virtue of your engagement, and undertake not to disclose any such information or part with any documents including but not limited to drawings, designs, know - how and / or any such Proprietary information and / or Intellectual Property Rights of the Company to any third party whilst in the engagement of the Company or thereafter.
20. **Leave:** You will be entitled to **21 days** leave per annum on a pro-rata basis during the contract tenure.
21. Notwithstanding anything to the contrary contained in this letter, if in the opinion of the Company you commit any breach in the observance of performance of your obligations hereunder or if you are, in the opinion of the Company, guilty of any misconduct, including violation of Code of Conduct of the Company or Company policies, disobedience, breach of duty or gross carelessness or if you absent yourself without leave and/or prior approval of your reporting authority for a period of more than **7 days**, then under such an eventuality, it shall be lawful for the Company, notwithstanding any waiver by the Company of any antecedent breach or circumstances, justifying the termination of your services under this clause, to terminate your employment forthwith without notice whatsoever and/or to dismiss you from the services of the Company without prejudice to the Company in respect of such breach or circumstances. In the event of such termination or dismissal you will be entitled to your salary for that month, if any, only up to the date of termination and not any other payment or allowance or facility.
22. **General:**
 - i. You are required to maintain discipline in the company and shall be governed by the rules and regulations formed by the company and changes made therein from time to time.
 - ii. Any notices may be delivered by hand or by registered post or through electronic mail and the notice period shall commence from the date of delivery in the case of hand delivery, from the date of dispatch in the case of registered post and from the date of sending in case of through electronic mail.
 - iii. Your engagement is based on your special skills and special requirement and hence it is expected that you shall give maximum deliverables, failing which the Company has the right to terminate your services.

- iv. You are required to submit your permanent address to the company immediately on joining. Any changes made therein should be communicated in writing. Any communication made on the address furnished by you is binding on you and shall be deemed to be proper service.
- v. Any information furnished by you, if found to be incorrect / false or inadequate, shall result in termination of this contract of engagement automatically.
23. **Reporting:** Your reporting relation would be informed to you on joining.
24. Irrespective of your place of joining the employment of the Company or posting, only courts in Pune, Maharashtra shall have jurisdiction to try / adjudicate disputes arising out of your employment (past, present and future) with us.
25. Please note that the terms and conditions and other stipulations covered under this contract of employment and the annexure attached herewith, shall form the sole basis of the relationship between you and the Company and on other promises, assurances or indications of any kind, shall form part of this contract of employment, unless the same is specified in writing to that effect.

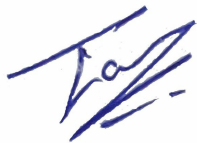
If the above terms and conditions are acceptable to you in its entirety, you are requested to signify your acceptance of the same by returning the enclosed copy of this letter with your signature.

We welcome you to the **Thermax Babcock and Wilcox Energy Solutions Ltd.** family and wish you a successful career with us.

Thanking You!

Yours sincerely,

Thermax Babcock and Wilcox Energy Solutions Ltd.



Jasmeet Bhatia
Chief Human Resources Officer

ANNEXURE A**Salary Details**

SALARY COMPUTATION		
Components	Per Annum	Per Month
Basic	2,50,000	20,833
HRA	1,25,000	10,417
Miscellaneous Allowances	82,975	6,915
Breakup Of Miscellaneous Allowances		
Education Allowance	2,400	200
Special Allowance	80,575	6,715
Sub Total A	4,57,975	38,165
Provident Fund	30,000	2,500
Gratuity	12,025	1,002
Sub Total B	42,025	3,502
Annual Fixed Salary	5,00,000	41,667
Annual Target Variable Pay Percentage	5	
Annual Target Variable Pay	25,000	
Total CTC	5,25,000	

- You will be covered in one of the Variable Pay plans - Sales Incentive Plan (SIP) or General Incentive Plan (GIP) as applicable.
- The Annual Variable Pay period is April to March and is paid in July based on DOJ (Pro-rata Basis).
- Target Variable Pay % mentioned above is an indicative number at 100% target achievement (Individual & Organisation). The Variable Pay paid will be higher if the targets are exceeded and vice versa.
- Variable Pay pay-out will be based on Individual and Business Performance. Statutory Bonus if applicable is included in the target variable pay.
- Variable Pay will only be paid to employees who are on active employment (Not resigned) in the organization as on 1st July every year.
- If you join on or before 31 Jan of the current FY, you will be eligible for the increment cycle of July, else you will be eligible for the increment cycle of next July.

Yours sincerely,

Thermax Babcock and Wilcox Energy Solutions Ltd.


THERMAX BABCOCK & WILCOX ENERGY SOLUTIONS LIMITED

ENERGY HOUSE, D-II BLOCK, PLOT NO 38 & 39, MIDC, CHINCHWAD,
PUNE - 411019 ☐ TEL.: +91-20-66126464 ☐ FAX: +91-20-66126612
Website: www.thermaxglobal.com



Jasmeet Bhatia
Chief Human Resources Officer



ANNEXURE B

COMPENSATION UNDER EMPLOYEE'S COMPENSATION ACT, 2017

The company shall pay compensation in accordance with the provision of Employee's Compensation Act 2017 in case of an injury caused to an employee due to accident arising out of and in course of employment. However, the company will not be liable to pay any compensation under the following circumstances:

- a) Any injury which does not result in total or partial disablement for a period exceeding three days.
- b) Injury not resulting in death or permanent total disablement, caused by an accident which is because of:
 1. The employee being under the influence of drinks or drugs.
 2. Employee's disobeying an order or a rule for the safety of employee.
 3. Employee's willfully removing or not following guidelines for the use of safety guard or other device provided for safety.
- c) Eligible legal compensation will be calculated & paid in accordance with provisions of the Employees Compensation Act 2017.

I have read & understood the above related to compensation in the event of an accident.

I, **M ABHIRAM** residing at **Ashoknagar** state that I have understood the terms and conditions mentioned herein above and I accept the same.

Signature:

Name:

Date:



Letter of Intent (LOI)

Superset ID: 3358892

Date: September 30, 2022

Dear Nikhil Gattu,

We are immensely glad to extend a hearty welcome to you to our Cognizant family.

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited (" **Cognizant** ") and subsequent discussions. Basis the information and representation provided by you, we have found you suitable for the GenC role and your designation will be **Programmer Analyst Trainee**. Upon final scrutiny, a formal full-time employment Offer Letter with the compensation, terms and conditions, rules, regulations & policies (" **Employment Agreement** ") will be issued, and such Employment Agreement shall be subject to and be effective only upon your successful completion of the full-time internship program or Cognizant identified training programs as opted by you or mandated by Cognizant and background verification. You will have an opportunity to opt for a full-time internship with stipend during your final semester and terms and conditions governing such full-time internship program shall be detailed in the Intern Offer Letter.

It is hereby clarified that participation in this full-time internship program or Cognizant identified training programs shall not deem to constitute you to be an employee of Cognizant and the scope of this full-time internship program or Cognizant identified training programs does not include any supervisory responsibilities and that there is no agency, fiduciary or employer-employee relationship intended or created by reason of this LOI.

During this full-time internship program or Cognizant identified training programs, you shall not be entitled for any benefits paid or made available to Cognizant's full-time employees.

Upon your successfully completion of full-time internship program or Cognizant identified training programs, completion of background verification and being onboarded as an employee under a definitive Employment Agreement, your annual total remuneration shall be **INR 4,01,988/- per annum**. The detailed information on compensation and benefits will be provided in your full-time employment Offer Letter.

This LOI expresses only our intent to enable you participate in the full-time internship program or such Cognizant identified training programs as opted by you or as mandated by Cognizant, and there upon successful completion of the training which brings eligibility to receive a definitive Employment Agreement, subject to completion of hiring formalities, background verification and procedures. Cognizant has zero tolerance towards malpractice in any form and reserves all rights with respect to hiring decisions and issue of full-time Offer. This document is only a letter of intent and does not constitute any contractual relationship between you and Cognizant. Cognizant holds all rights to withhold or cancel this LOI and/or the Intern / Full-time employment Offer Letter due to non-conformance of performance benchmark or moral code of conduct.

Code of Conduct : You shall comply with Cognizants Core Values and Standards of Business Conduct, located at and incorporated herein by reference. <https://www.cognizant.com/us/en/documents/code-of-ethics.pdf>

This LOI from Cognizant is valid for 1 week - 7 calendar days, from the date of the LOI. Hence, you are requested to accept or decline the LOI within 1 week from the date of the LOI. In case we do not receive any response from your end within the aforementioned time period, this LOI shall stand withdrawn, and will be considered as void. Any extension to the LOI validity will be at the sole discretion of Cognizant. Please note that this LOI is not deemed to be considered as an employment contract or offer letter for purposes of joining Cognizant as an employee. For all onboarding formalities, the definitive Employment Agreement is required.

Upon accepting this LOI, you hereby consent for Cognizant Technology Solutions India Private Limited to receive the personal information and/or sensitive personal information ("Personal Information") submitted by you for background verification and share the same with its empaneled vendors located in India for conducting mandatory background checks for employment opportunities with Cognizant.

For further queries, related to Letter of Intent (LOI), please raise a request by clicking "Raise a Query" button in the below link. Use Superset ID as Candidate ID and choose Category as Letter of Intent (LOI).
<https://campus2cognizant.cognizant.com/Pages/Prelogin>

GenC HR Team will reach out to you over email to guide you on the next steps.
Thank you for the interest and stay tuned to hear from us.

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.

Maya Sreekumar
Vice President - Human Resources





Dravin Engineering Private Limited
(Formerly Deepsea Technologies (India) Pvt Ltd),
#503 & #504, Oasis Center, 6-3-1112,
Begumpet HYDERABAD, 500 016,
TELANGANA, INDIA
www.deepsea-tech.com;
+91 40 4346 1525

To: Sampath Kumar Manchala,
Mobile: +91 9494349789,
E Mail: Sampath Kumar Manchala080@gmail.com

Date: 11-Oct-2022

Ref: DEPL\22\HR-034

Dear Mr. Sampath Kumar Manchala,

Sub: Offer of Internship and Employment

We are pleased to make you an offer of **Internship** with us during your Eighth semester and trainee role of "**Graduate Engineer Trainee (GET)**" in our organization after you complete your Internship and 8th semester successfully. Actual start date of Internship will be communicated to you later. Your GDT appointment with us will be subject to your successful completion of Graduation and your Medical Fitness at the time of reporting to our office.

On the date of joining to the Job, please bring the following documents in original as well as photocopies.

1. Proof of Date of Birth (Aadhar)
2. Certificates and Mark sheets of Class X, XII, Graduation (all semesters), Post-Graduation (all semesters) as applicable
3. Passport size photographs (2 off), Stamp size Photos (2 off)
4. Passport
5. Internship / Training certificates
6. Medical fitness certificate and related test reports

In case you have any doubt, you may contact the undersigned for clarifications.

Welcome to **Dravin** family.

For Dravin Engineering Private Limited

Suhas Gadgoli
General Manager - Engineering





Offer Letter – Sampath Kumar Manchala; Ref: DTIPL\22\HR-034

1. Designation/Role:

With reference to your application, test and subsequent interview you had with us, we have pleasure in offering you **Internship** to begin with during your 8th semester. After you complete your Internship with us and complete your graduation successfully, you will be offered a role of **"Graduate Engineer Trainee (GET)"** in our organization.

Your services are however liable to be available to this company or associate companies / reorganized units depending on the requirements from time to time. Any change in position from one business entity to another will not be deemed as a break in service. Your designation is merely indicative of the responsibilities, which you are currently required to carry out. The company may require you, at any time, to perform any other administrative, managerial, supervisory or other functions and you will be bound to carry out such functions / responsibilities. They will constitute a part of your job.

We expect you to work with high standard of initiative, efficiency and economy.

2. Remuneration:

Your yearly remuneration package is as follows:

Total CTC (Cost to Company): INR 4,50,000 (Four Lakh Fifty Thousand Rupees) per annum

Indicative breakup of your salary is as shown in next page

Total CTC will have all other deductions including Employer's part of PF, Health, Gratuity and other insurance premiums as applicable from time to time.

Annual Benefits (part of CTC):

Following are the annual benefits provided to the associate. These are **included** in your CTC.

1. Leave Travel Allowance of 25,000 per annum on completion of one year of service. This will be allocated from Special Allowance.
2. Medical insurance for Self, Spouse and 2 kids. The insurance will be for INR 200,000/- family floater policy. Insurance premium is taken from Total CTC.

Please note that all matters pertaining to salary are confidential and should not be discussed with any other employee of this organization.



Offer Letter – Sampath Kumar Manchala; Ref: DTIPL\22\HR-034

Indicative Breakup of your salary in the role of GET:

	Salary per Month	Salary per Year	Notes
Earnings			
Basic + DA	12,500.00	1,50,000.00	40%
HRA	5,000.00	60,000.00	
Conveyance	1,600.00	19,200.00	
Special Allowance	11,960.00	1,43,520.00	
Gross Salary	31,060.00	3,72,720.00	
Net Salary	29,060.00	3,48,720.00	

Other Components of CTC			
Employer's part PF	1,800	21,600.00	@ 5% of Basic per month; Max 1800
Health Insurance Premium	683	8,200.00	Approximate Value
Gratuity @ 5%	625	7,500.00	This is payable only if employee works with Organization for min 5 years
Total of Other Components	3,108	37,300.00	

Variable Pay		40,000.00	after completion of 1 year, If performance averaged rating is 5 (average) out of max 5
		30,000.00	after completion of 1 year, If performance averaged rating is minimum 4 out of max 5
		20,000.00	after completion of 1 year, If performance averaged rating is 3 out of max 5
Total CTC (INR)	34,168	4,50,020	

3. Reporting:

You will report to 'Lead Engineer'.

Regd, office:

8-2-674/1/1, Road No 13, Banjara Hills, Hyderabad, 500034



4. Location:

You will be based at Hyderabad. Your place of work in Hyderabad will be primarily at our office in Begumpet. However, depending upon the business plans of the company/group, you may be relocated as and when needed. Your work schedule will be 5 days a week from 9AM to 6PM. In future, based on requirement you may also be asked to work in shifts (6 AM – 3 PM OR 2PM – 11PM)

5. Annual Review:

Your salary will be reviewed annually based on your performance and the company's performance. Minimum six months of service in Company is required to be considered for annual appraisal. After first 6 months of service in the company, your performance will be measured and if its found that you are not able to perform per requirements of GET role, you may be moved to GDT (Graduate Designer Role) with applicable salary change.

6. Restriction on other business or employment and confidentiality:

You will need to sign a Non disclosure and confidentiality agreement on the date of joining.

7. Medical Fitness:

The company shall be entitled to send you for a medical examination at any time during your employment to assess your medical fitness for your job.

8. Intellectual Property Rights:

All intellectual property rights including copyrights, patents, trademarks, industrial designs, any invention, software, product created or developed during the period of employment will stand vested in the company. You will assign without any compensation, to the company, all rights, titles and interest in the invention or improvement that you may make solely or jointly, in future during your employment relating to the products/services marketed, developed and you will perform all acts, execute such documents to secure to the company patent or other intellectual property rights protection and any or all rights relating to invention or improvements.

9. Probation:

You will be on Probation for a period of 6 months from the date of joining as GET. During this period, Company will be at liberty to terminate this appointment at one months' notice if your performance is not up to the mark. Based on your performance, your role will be confirmed after probation period.



Offer Letter – Sampath Kumar Manchala; Ref: DTIPL\22\HR-034

10. Notice Period:

After confirmation, either party may thereafter terminate this contract by giving to the other, 2 months' notice in writing. In case company decides to terminate this contract for any reason, company can shorten this period by paying the associate his/her basic pay for the number of days being cut short, if contract termination is not for disciplinary action.

If Employee decides to terminate the contract before a period of 3 years from the date of joining, then he /she shall be liable to pay compensation to COMPANY per Clause 11 below and Annexure B.

11. Employment Contract:

As informed to you during selection process, you will have to execute a Bond with COMPANY to serve for a minimum period of 3 years. If you do not agree to execute this Bond, this Job Offer stands cancelled automatically. The Bond amount will be INR 100,000.

12. Consequences of Incorrect Information:

This offer of employment is made based and relying upon the data, information furnished by you in your resume or other documents furnished by you including educational qualifications/marks sheets, experience certificates / employment proofs and last drawn salary proofs. If at any time it is found that any information furnished by you is false or inaccurate or incorrect, the company shall have the right to terminate your services at that ground alone without notice or compensation or salary in lieu of notice. Furnishing false/inaccurate/incorrect information will be construed to be a breach of trust and good faith and could lead to disciplinary action in the discretion of the management.

13. Leave Policy:

In respect of each year of employment, you shall be entitled to take 21 days as Privilege leave on full pay. It may be noted that the leaves are prorated for each month and get credited to your leave account after completion of each month of your service in the Organization.

Female candidates can avail maternity leave benefit. 12 Weeks of paid leave is provided as a maternity benefit and the associate is free to choose the period with respect to the planned delivery date of the child. Associate must discuss with immediate supervisor and obtain approval at least 4 weeks before commencing the leave.



Offer Letter – Sampath Kumar Manchala; Ref: DTIPL\22\HR-034

14. Service Rules:

You will be governed by and shall confirm to the service rules of the company as prescribed from time to time.

15. Joining Date:

You will join us on or before **1st Aug 2023** as **GET** unless there is a written confirmation from us providing a later date of joining.

16. Acceptance:

Your formal acceptance of the terms and conditions should be confirmed by countersigning and returning the enclosed copy of this letter.

We hope that our offer is in line with the discussions. We have pleasure in welcoming you and trust you will have happy and mutually beneficial years of service with Dravin Engineering Private Limited.

Yours Truly,

For Dravin Engineering Private Limited

Suhas Gadgoli
General Manager - Engineering

Offer Acceptance

I accept the offer of appointment on the above said terms and conditions and I will join the office on July 2023.

M. Sampath Kumar,
(Mr. Sampath Kumar Manchala)

Note: Please bring hardcopy of this letter on your date of joining with your signatures at appropriate places.

Congratulations, **Yashovardhan Maduri!** We are happy to offer you a **Sales Development Associate role** at SmartServ for a period of **6 months** effective **7th November 2022**. We are super-excited to have you join in our journey.

You've been hand-picked for your perfectly qualifying genius, and we heartily welcome you to the journey of your lifetime. We want you for a reason. All your crazy interviewers were impressed by your determination and hunger to learn. We strongly cherish these values at SmartServ, and hope that you would prove to be an asset to our growing team.

Your fixed stipend will be **Rs.20,000** per month while working remotely, payable on a monthly basis. Along, you will also be eligible for Sales Incentive program. Incentives are based on individual performance and achievement against set targets. Once we resume the regular in-office working conditions and you relocate to Pune, your fixed stipend will be increased to **Rs. 25,000** per month for the rest of your internship period.

As a regular employee of the Company, you will also be eligible for a bouquet of non-cash benefits which are announced from time to time. These benefits are funded from the pool of funds specifically for employee benefits and cannot be clubbed or swapped with any other cash components in the CTC of an individual employee.

Family Health Insurance: With joint cover limit available to you & your family (Parents, Spouse and Children) of INR 3,00,000. The annual premium will be borne by us.

Reimbursement benefits:

- a. Internet reimbursement
- b. Work-from-Home gear reimbursement, while working remote

The project details and technical platforms will be shared with you on commencement of internship. Since our customers are based in North America, you are signing to be flexible with your work hours depending on customer and business requirements. You will also be required to work on one of the weekends during your internship against which you will be granted a day off during the weekdays.

This is a full-time internship position and hence 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. Driven by a carpe diem attitude and a thirst for ingenious innovation, we like to whoosh through our days with a passion for data & technology and serving our customers with nothing short of excellence. Our proactive teams and algorithms function as a single recipe spelling success – each person indispensable, each algorithm significant.

Internship Relationship: Internship with the Company is for a specific period of time. Your internship with the Company will be “at will,” meaning that either you or the Company may terminate your internship at any time and for any reason, with or without cause, as stated below. Any contrary representations that may have been made to you are superseded by this letter agreement. This is the full and complete agreement between you and the Company on this term. Although your job duties, title, stipend, as well as the Company's personnel policies and procedures, may change from time to time, the “at will” nature of your internship may only be changed in an express written agreement signed by you and a duly authorized officer of the Company (other than you).

Proprietary Information and Inventions Agreement: Like all Company employees, you will be required, as a condition of your internship with the Company, to sign the Company's standard NDA,

Proprietary Information and Inventions Agreement.

Employment Relationship and Termination: This letter shall not be construed as an agreement, either expressed or implied, to employ you for any stated term, and shall in no way alter the Company's policy of internship at will, under which the Company remain free to relieve you of your service by issuing a one month's notice under normal professional circumstances, post you are confirmed as a permanent employee. In case of unprofessional behavior exhibited by you, the Company reserves the right to terminate your services with a days' notice without any termination allowance/compensation for any misconduct or misbehavior that includes, but is not limited to;

- Lack of discipline and regular tardiness
- Lack of professionalism or not maintaining decorum at the office
- Disparaging the company or leadership to any internal or external members.
- Invoking or inciting team members against the company or leadership
- Groupism and Politics against the company

If you wish to discontinue working at the "Company" you will need to give the "Company" 30 days of notice during your internship and post you are confirmed as a permanent employee you will need to give the "Company" 60 days of notice. At the completion of service or termination, you will need to return the company's devices and equipment immediately. The period of probation-post your confirmation as permanent employee will be for 6 months from the date of confirmation.

Nothing in this letter shall be construed as an agreement, either express or implied, to pay you any compensation or grant you any benefit beyond the end of your internship with the Company.

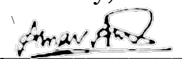
Company Asset: You acknowledge that while you're working for Company, you will take proper care of all company equipment that you're entrusted with. You further understand that upon termination, you will return all property of Company and that the property will be returned in proper working order. You understand you may be held financially responsible for damaged property. This agreement includes, but is not limited to, the following: (laptops, cell phones, blackberries, software, other equipment, codebase copyright). You understand that failure to return equipment or intentional harm to company's assets or customer data manipulation by you, may lead to criminal prosecution by the Company.

Privacy: 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 the privacy legislation.

Interpretation, Amendment and Enforcement: This letter agreement supersedes and replaces any prior agreements, representations or understandings (whether written, oral, implied or otherwise) between you and the Company and constitute the complete agreement between you and the Company regarding the subject matter set forth herein. This letter agreement may not be amended or modified, except by an express written agreement signed by both you and a duly authorized officer of the Company.

You may indicate your agreement with these terms and accept this offer by signing and dating this agreement on or before **5th November 2022**.

Sincerely,



SmartServ Inc | IntelliServ Technologies Private Limited

I hereby declare that the information provided by me is correct to the best of my knowledge. I understand that I am liable for action as deemed fit by the Company during my internship with the Company for any misrepresentation of facts. I have read the above terms and conditions of internship and would hereby confirm strict adherence to the same.

Signatures:



Yashovardhan Maduri

11/05/2022

Date:

Secunderabad

Place:

EXHIBIT - A

Employee Invention and Non-Disclosure Agreement

This Employee Invention and Non-Disclosure Agreement (this “Agreement”) is made by and between SmartServ, (hereinafter referred to collectively with its subsidiaries as the “Company”), and **Yashovardhan Maduri** (the “Intern”).

In consideration of the internship or the continued internship of the Intern by the Company, the Company and the Intern agree as follows:

1. Condition of Employment:

The Intern acknowledges that his internship and/or the continuance of that internship with the Company is contingent upon his agreement to sign and adhere to the provisions of this Agreement. The Intern further acknowledges that the nature of the Company’s business is such that protection of its proprietary and confidential information is critical to the survival and success of the Company’s business.

2. Proprietary and Confidential Information:

(a) The Intern agrees that all information and know-how, whether or not in writing, of a private, secret or confidential nature concerning the Company’s business or financial affairs (collectively, “Proprietary Information”) is and shall be the exclusive property of the Company. By way of illustration, but not limitation, Proprietary Information may include discoveries, inventions, products, product improvements, product enhancements, processes, methods, techniques, formulas, compositions, compounds, negotiation strategies and positions, projects, developments, plans (including business and marketing plans), research data, clinical data, financial data (including sales costs, profits, pricing methods), personnel data, computer programs (including software used pursuant to a license agreement), customer, prospect and supplier lists, and contacts at or knowledge of customers or prospective customers of the Company. The Intern will not

disclose any Proprietary Information to any person or entity other than employees of the Company or use the same for any purposes (other than in the performance of his duties as an intern of the Company) without written approval by an officer of the Company, either during or after his/her internship with the Company, unless and until such Proprietary Information has become public knowledge without fault by the Intern. While employed by the Company, the Intern will use the Intern's best efforts to prevent unauthorized publication or disclosure of any of the Company's Proprietary Information.

The Intern agrees that all files, documents, letters, memoranda, reports, records, data, sketches, drawings, models, laboratory notebooks, program listings, computer equipment or devices, computer programs or other written, photographic, or other tangible or intangible material containing Proprietary Information, whether created by the Intern or others, which shall come into his custody or possession, shall be and are the exclusive property of the Company to be used by the Employees only in the performance of his/her duties for the Company and shall not be copied or removed from the Company premises except in the pursuit of the business of the Company. All such materials or copies thereof and all tangible property of the Company in the custody or possession of the Intern shall be delivered to the Company, upon the earlier of (i) a request by the Company or (ii) termination of his/her internship. After such delivery, the Intern shall not retain any such materials or copies thereof or any such tangible property.

(b) The Intern agrees that his obligation not to disclose or to use information and materials of the types set forth in paragraphs 2(a) and 2(b) above, and his obligation to return materials and tangible property, set forth in paragraph 2(b) above, also extends to such types of information, materials and tangible property of customers of the Company or suppliers to the Company or other third parties who may have disclosed or entrusted the same to the Company or to the Employee in the course of the Company's business.

3. Developments:

(a) The Intern will make full and prompt disclosure to the Company of all discoveries, inventions, improvements, enhancements, processes, methods, techniques, developments, software, and works of authorship, whether patentable or not, which are created, made, conceived or reduced to practice by him or under his direction or jointly with others during his internship by the Company, whether or not during normal working hours or on the premises of the Company (all of which are collectively referred to in this Agreement as "Developments").

(b) The Intern agrees to assign and does hereby assign to the Company (or any person or entity designated by the Company) all his right, title and interest in and to all Developments and all related patents, patent applications, copyrights and copyright applications. However, this paragraph 3(b) shall not apply to Developments which do not relate to the business or research and development conducted or planned to be conducted by the Company at the time such Development is created, made, conceived or reduced to practice and which are made and conceived by the Employee not during normal working hours, not on the Company's premises and not using the Company's tools, devices, equipment or Proprietary Information. The Founder understands that the provisions of this Agreement requiring assignment of Developments to the Company do not apply to any invention which qualifies fully under the provisions of Indian Labour Law (attached hereto as Exhibit A). The intern understands that, to the extent this Agreement shall be construed in accordance with the laws of any state which precludes a requirement in an employee agreement to assign certain classes of inventions made by an intern, this paragraph 3(b) shall be interpreted not to apply to any invention which a court rules and/or the Company agrees falls within such classes. The Intern also hereby waives all claims to moral rights in any Developments.

The Intern agrees to cooperate fully with the Company, both during and after his internship with the Company, with respect to the procurement, maintenance and enforcement of copyrights, patents and other intellectual property rights (both in India and foreign countries) relating to Developments. The Intern shall sign all papers, including, without limitation, copyright applications, patent applications, declarations, oaths, formal assignments, assignments of priority rights, and powers of attorney, which the Company may deem necessary or desirable in order to protect its rights and interests in any Development. The Intern further agrees that if the Company is unable, after reasonable effort, to secure the signature of the Intern on any such papers, any executive officer of the Company shall be entitled to execute any such papers as the agent and the attorney-in- fact of the Employee, and the Employee hereby irrevocably designated and appointed each executive officer of the Company as his agent and attorney-in-fact to execute any such papers on his behalf, and to take any and all actions as the Company may deem necessary or desirable in order to protect its rights and interests in any Development, under the conditions described in this sentence.

a) Return and Non-possession of Company Property

In case of termination or resignation, within 24 hours you confirm that you will return to the Company all keys, files, records (and copies thereof), username, logins, data, equipment (including, but not limited to, computer hardware, software, wireless handheld devices, cellular phones, pagers, etc.), Company identification, and any other Company-owned property in your possession or control and have left intact all electronic Company documents, including but not limited to those that you developed or helped to develop during your internship. You further confirm that you have cancelled all accounts for your benefit, if any, in the Company's name, including but not limited to, software account logins, credit cards, telephone charge cards, cellular phone and/or pager accounts, and computer accounts. You agree that before leaving the premises of the office, you will delete all information regarding SmartServ Inc. | IntelliServ Technologies Private Limited any data including but not limited to code base, current customer names, prospects names, presentations, any software logins from your internship days that SmartServ Inc. | IntelliServ Technologies Private Limited.

b) No Contact and Non-Disparagement

In case of termination or resignation, you understand and agree that, you shall not make any false, disparaging or derogatory statements to any person or entity, including any media outlet, online platforms, regarding the Company or any of its directors, officers, employees, agents or representatives or about the Company's business affairs or financial condition. You also acknowledge and reaffirm not to initiate any contact (written/verbal/in- person) with any stakeholders of IntelliServ Technologies Private Limited that includes employees, competitor companies, current customers, potential customers, investors, potential investors and any such stakeholders for the next 12 months. If any of the above stakeholders, initiates contact with you, you will immediately inform hr@smartserv.io, and copy your previous manager within twenty-four hours of such communication.

5. Indian Government Obligations:

The Employee acknowledges that the Company from time to time may have agreements with other persons or with the Indian Government, or agencies thereof, which impose obligations or restrictions on the Company regarding inventions made during the course of work under such agreements or regarding the confidential nature of such work. The Employee agrees to be bound by all such obligations and restrictions which are made known to the Employee and to take all action necessary to discharge the obligations of the Company under such agreements.

6. Miscellaneous:

- (a) **Equitable Remedies:** The restrictions contained in this Agreement are necessary for the protection of the business and goodwill of the Company and are considered by the Employee to be reasonable for such purpose. The Employee agrees that any breach of this Agreement is likely to cause the Company substantial and irrevocable damage which is difficult to measure. Therefore, in the event of any such breach or threatened breach, the Employee agrees that the Company, in addition to such other remedies which may be available, shall have the right to obtain an injunction from a court restraining such a breach or threatened breach and the right to specific performance of the provisions of this Agreement and the Employee hereby waives the adequacy of a remedy at law as a defense to such relief.
- (b) **Disclosure of this Agreement:** The Employee hereby authorizes the Company to notify others, including but not limited to customers of the Company and any of the Employee's future employers or prospective business associates, of the terms and existence of this Agreement and the Employee's continuing obligations to the Company hereunder.
- (c) **Not Employment Contract:** The Employee acknowledges that this Agreement does not constitute a contract of internship, does not imply that the Company will continue his internship for any period of time and does not change the at-will nature of his internship.
- (d) **Successors and Assigns:** This Agreement shall be binding upon and inure to the benefit of both parties and their respective successors and assigns, including any corporation with which, or into which the Company may be merged or which may succeed to the Company's assets or business, provided, however, that the obligations of the Employee are personal and shall not be assigned by him or her. The Employee expressly consents to be bound by the provisions of this Agreement for the benefit of the Company or any subsidiary or affiliate thereof to whose employ the Employee may be transferred without the necessity that this Agreement be resigned at the time of such transfer.
- (e) **Severability:** In case any provision of this Agreement shall be invalid, illegal or otherwise unenforceable, the validity, legality and enforceability of the remaining provisions shall in no way be affected or impaired thereby.
- (f) **Waivers:** No delay or omission by the Company in exercising any right under this Agreement will operate as a waiver of that or any other right. A waiver or consent given by the Company on any one occasion is effective only in that instance and will not be construed as a bar to or waiver of any right on any other occasion.
- (g) **Governing Law:** This Agreement shall be governed by and construed in accordance with the Indian laws (without reference to the conflicts of law's provisions thereof). Any action, suit, or other legal proceeding which is commenced to resolve any matter arising under or relating to any provision of this Agreement shall be commenced only in the Indian Court of Law, and the Company and the Employee each consent to the jurisdiction of such a court.
- (h) **Entire Agreement; Amendment:** This Agreement supersedes all prior agreements, written or oral, between the Employee and the Company relating to the subject matter of this Agreement. This Agreement may not be modified, changed or discharged in whole or in part, except by an agreement in writing signed by the Employee and the Company. The Employee agrees that any change or changes in his duties, salary or compensation after the signing of this Agreement shall not affect the validity or scope of this Agreement.

(i) **Captions:** The captions of the sections of this Agreement are for convenience of reference only and in no way define, limit or affect the scope or substance of any section of this Agreement.

THE INTERN ACKNOWLEDGES THAT HE/SHE HAS CAREFULLY READ THIS AGREEMENT AND UNDERSTANDS AND AGREES TO ALL OF THE PROVISIONS IN THIS AGREEMENT.

Signatures:



SmartServ Inc | IntelliServ Technologies Private Limited

11/04/2022

Date



Yashovardhan Maduri

11/05/2022

Date:

EXHIBIT - B

Non-Competition and Non-Solicitation Agreement

This Non-Competition and Non-Solicitation Agreement (this “Agreement”) is between **Yashovardhan Maduri** (the “Intern”) and SmartServ (the “Company”).

For good consideration and in consideration of the internship or continued internship of the Intern by the Company, the Intern and the Company agree as follows:

Non-Competition and Non-Solicitation: While the Intern is employed by the Company and for a period of one (1) year after the termination or cessation of such internship for any reason, the Intern will not directly or indirectly:

- (i) Intern in the geographical areas that the Company does business or has done business at the time of the Intern’s termination, engage or assist others in engaging in any business or enterprise (whether as an owner, partner, officer, director, employee, consultant, investor, lender or otherwise, except as the holder of not more than 1% of the outstanding stock of a publicly-held company) that is competitive with the Company’s business, including but not limited to any business or enterprise that develops, manufactures, markets, licenses, sells or provides any product or service that competes with any product or service developed, manufactured, marketed, licensed, sold or provided, or planned to be developed, manufactured, marketed, licensed, sold or provided, by the Company while the Intern was employed by the Company; or
- (ii) Either alone or in association with others, solicit, divert or take away, or attempt to divert or take away, the business or patronage of any of the actual or prospective clients, customers, accounts or business partners of

the Company which were contacted, solicited, or served by the Company during the Intern's internship with the Company; or

(iii) Either alone or in association with others (i) solicit, induce or attempt to induce, any employee or independent contractor of the Company to terminate his or her internship or other engagement with the Company, or (ii) hire or recruit, or attempt to hire or recruit, or engage or attempt to engage as an independent contractor, any person who was employed or otherwise engaged by the Company at any time during the term of the Intern's internship with the Company; provided, that this clause (ii) shall not apply to the recruitment or hiring or other engagement of any individual whose internship or other engagement with the Company has been terminated for a period of six months or longer.

Extension: If the Intern violates the provisions of any of the preceding paragraphs of this Section 1, the Intern shall continue to be bound by the restrictions set forth in such paragraph until a period of one (1) year has expired without any violation of such provisions.

Notice of New Business Activity: The Intern agrees that during the non-competition and non-solicitation period, the Intern will give notice to the Company of each new business activity the Intern plans to undertake, at least (10) business days prior to beginning any such activity. The notice shall state the name and address of the individual, corporation, association or other entity or organization ("Entity") for whom such activity is undertaken and the name of the Intern's business relationship or position with the entity. The Intern further agrees to provide the Company with other pertinent information concerning such business activity as the Company may reasonably request in order to determine the Intern's continued compliance with his obligations under this Agreement

Miscellaneous:

Equitable Remedies: The Intern acknowledges that the restrictions contained in this Agreement are necessary for the protection of the business and goodwill of the Company and are considered by the Intern to be reasonable for such purpose. The Intern agrees that any breach or threatened breach of this Agreement is likely to cause the Company substantial and irrevocable damage which is difficult to measure. Therefore, in the event of any such breach or threatened breach, the Intern agrees that the Company, in addition to such other remedies which may be available, shall have the right to obtain an injunction from a court restraining such a breach or threatened breach without posting a bond and the right to specific performance of the provisions of this Agreement and the Intern hereby waives the adequacy of a remedy at law as a defense to such relief.

Obligations to Third Parties: The Intern represents that, except as the Intern has disclosed in writing to the Company, the Intern is not bound by the terms of any agreement with any previous employer or other party to refrain from competing, directly or indirectly, with the business of such previous employer or any other party, or to refrain from soliciting employees, customers or suppliers of such previous employer or other party. The Intern further represents that his performance of all the terms of this Agreement and the performance of his duties as an Intern of the Company does not and will not conflict with or breach any agreement with any prior employer or other party (including, without limitation, any non-competition agreement).

Disclosure of this Agreement: For a period of one year after the termination or cessation of the Intern's internship for any reason, the Intern agrees to notify any potential, prospective employer or prospective

business associate, of the terms and existence of this Agreement and the Intern's continuing obligations to the Company hereunder.

Not Employment Contract: The Intern acknowledges that this Agreement does not constitute a contract of internship, does not imply that the Company will continue his internship for any period of time and does not change the at-will nature of his internship.

Successors and Assigns: This Agreement shall be binding upon and inure to the benefit of both parties and their respective successors and assigns, including any corporation with which, or into which the Company may be merged or which may succeed to the Company's assets or business, provided, however, that the obligations of the Intern are personal and shall not be assigned by him or her. The Intern expressly consents to be bound by the provisions of this Agreement for the benefit of the Company or any subsidiary or affiliate thereof to whose employ the Intern may be transferred without the necessity that this Agreement be re-signed at the time of such transfer.

Interpretation: If any restriction set forth in Section 1 is found by any court of competent jurisdiction to be unenforceable because it extends for too long a period of time or over too great a range of activities or in too broad a geographic area, it shall be interpreted to extend only over the maximum period of time, range of activities or geographic area as to which it may be enforceable.

Severability: In case any provision of this Agreement shall be invalid, illegal or otherwise unenforceable, the validity, legality and enforceability of the remaining provisions shall in no way be affected or impaired thereby.

Waivers: No delay or omission by the Company in exercising any right under this Agreement will operate as a waiver of that or any other right. A waiver or consent given by the Company on any one occasion is effective only in that instance and will not be construed as a bar to or waiver of any right on any other occasion.

Governing Law: This Agreement shall be governed by and construed in accordance with the Indian laws (without reference to the conflicts of law's provisions thereof). Any action, suit, or other legal proceeding which is commenced to resolve any matter arising under or relating to any provision of this Agreement shall be commenced only in an Indian court of law, and the Company and the Intern each consent to the jurisdiction of such a court. The Company and the Intern each hereby irrevocably waive any right to a trial by jury in any action, suit or other legal proceeding arising under or relating to any provision of this Agreement.

Entire Agreement; Amendment: This Agreement supersedes all prior agreements, written or oral, between the Intern and the Company relating to the subject matter of this Agreement. This Agreement may not be modified, changed or discharged in whole or in part, except by an agreement in writing signed by the Intern and the

Company. The Intern agrees that any change or changes in his duties, salary or compensation after the signing of this Agreement shall not affect the validity or scope of this Agreement.

Captions: The captions of the sections of this Agreement are for convenience of reference only and in no way define, limit or affect the scope or substance of any section of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed the Non-Solicitation Agreement as of the date and year first above written.

Signatures: ■



SmartServ Inc | IntelliServ Technologies Private Limited

11/04/2022

Date



Yashovardhan Maduri

11/05/2022

Date:

Full-Time Offer

Please review this summary of terms and conditions for your potential fulltime employment with us. This is an indicative offer and will become effective only after a confirmation letter is issued by “The Company”. After completing the internship, you will be considered for a full-time position depending on your performance and fulfilling the company's performance and cultural threshold.

Position: Once you are fixed in a department and role depending upon company's requirements, your performance, skills, strengths and interests - your title will be revised accordingly during the Full-time conversion. This is a full-time position and hence 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. This doesn't limit you working on any non- conflicting ideas over the weekends on your time. 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.

You represent that you are not bound by any employment contract, restrictive covenant or other restriction preventing you from entering into employment with or carrying out your responsibilities for the Company, or which is in any way inconsistent with the terms of this letter.

Compensation:

Post - Probation offer			
Gross CTC (Fixed + Retention + Performance)	ESOPs	Bouquet of Benefits	Overall CTC
700,000	200,000	67,500	9,67,500

Definitions:

- **Fixed Compensation:** This component is your base salary which will be disbursed to you on monthly basis.
- **Performance Variable:** This salary component is based on successful meeting of agreed performance targets for the agreed timeline. Not capped, can go above 100%.
- **Retention Bonus:** This Salary component is paid out basis the successful completion of agreed duration by the employee with the Company.
- **Stock Options:** Subject to the approval of the Board of Directors of the Company, the Company will be granting to you an incentive stock option for the purchase of an aggregate of shares of common stock amounting to the Value mentioned in the Annexure-A for each year (USD-INR exchange rate of 75), based on the company's option pool. All the Option grants shall be subject to all the terms, vesting schedules and other provisions set forth in the Plan and in a separate option agreement.

****All the bonus pay outs is subject to the employee's active employment status with the Company during the payout date.***

Employment Relationship and Termination: This letter shall not be construed as an agreement, either expressed or implied, to employ you for any stated term, and shall in no way alter the Company's policy of employment at will.

The Company remains free to relieve you of your service by issuing a **30 Days** of notice under normal professional circumstances. In case of professional misconduct or misbehavior or unprofessional behavior exhibited by you, including disparaging the company or management to anyone, among others, the Company reserves the right to terminate your services with **immediate basis** without any termination allowance/compensation. If you wish to discontinue working at the "Company" you will need to give the "Company" **TWO months** (60 Days) of notice. You also agree that during your association with the company or conclusion of your association with the company you agree to be transparent and will bring any issues about the company/management directly to your manager and not disparage the company or leadership to any internal or external members. At the completion of service or termination, you will need to return the company's devices and equipment immediately.

Nothing in this letter shall be construed as an agreement, either express or implied, to pay you any compensation or grant you any benefit beyond the end of your employment with the Company.

Signatures:



SmartServ Inc | IntelliServ Technologies Private Limited
11/04/2022

Date



Yashovardhan Maduri
11/05/2022

Date:

Mindtree Offer Letter

Inbox



Campus@mindtree... 9/11/2022

to me ▾



Dear Rambhatla Aasriya,

Mindtree strives to be a leader in using digital technologies in everything we do, and this helps us in building a sustainable business. In this regard, please find attached your offer letter. This takes us to the next level of digital evolution in making a paperless office by implementing digital signature. As a next step, you should be digitally accepting this offer letter for your candidature with Mindtree to be processed further and completing your on-boarding activity.

Wishing you all the very best! Welcome to possible!

Please click [here](#) to view and sign the offer letter.

Note: This letter is valid for a period of five days from the date mentioned in this offer.

Regards,
Mindtree Talent Acquisition

<http://www.mindtree.com/email/disclaimer.html>

← Reply

↶ Reply all

➦ Forward



99+





IGNITE | 8th Semester Pre Onboarding Internship Program | Offer Letter

1 message

Campus Onboarding <Campus.Onboarding@ltimindtree.com>
To: kanjarlahul783@gmail.com <kanjarlahul783@gmail.com>

Tue, 28 Feb 2023 at 13:16

Dear kanjarla Rahul,

We are pleased to offer you an internship opportunity (“**Internship**”) at LTIMindtree Limited (“**LTIMindtree**”). The terms and conditions of this offer are as follows and your Internship will be subject to and governed by these terms and conditions which shall be binding upon you receiving this email.

1. Internship Duration	:	9 to 12 weeks
2. Commencement Date	:	21 Feb 2023
3. Location	:	Remote
4. Stipend	:	Milestone based - Refer 12.

Additional Terms:

1. You acknowledge that the purpose of this Internship is to provide you with the opportunity to learn generally about information technology work and to gain practical experience and insights into the workplace and industry, and LTIMindtree does not derive an immediate advantage from the activities performed by you during the Internship Duration. It is essential for you to actively participate in this internship by completing the learnings successfully in the stipulated time period
2. The Stipend stipulated above is payable on completion of the milestones as set out in Clause 12 and on you joining LTIMindtree as a full-time employee. The amount of stipend that you will be entitled to will be determined as per the criteria set out in Clause 12. Please note that the said amount will be a one-time payment and will not form part of your cost to the company as a full-time employee. The said amount will be payable to you subject to applicable statutory and other deductions, and applicable tax withholdings. Any costs and expenses borne by you in connection with the Internship shall be your sole responsibility.
3. You may be permitted to be absent during the Internship Duration after obtaining prior approval from your Mentor and your stipend may be reduced, at LTIMindtree’s sole discretion and option, by the period of your absence. Prolonged, frequent, or unapproved absences may lead to immediate termination of your Internship upon notice from LTIMindtree.
4. While with us, you will be required to adhere to policies/practices of LTIMindtree as applicable to you in your capacity as an intern and as amended from time to time solely at the discretion of LTIMindtree (“**Policies**”). These policies will be shared with you before your internship commences and during the Internship Duration.
5. **Confidentiality:** As an intern, you will be privy to, have access to or receive Confidential Information (as defined below). You shall (i) use such Confidential Information solely in relation to and to fulfill your Internship; (ii) disclose Confidential Information only to such persons and as permitted in writing by

LTIMindtree; (iii) treat the Confidential Information with all reasonable care; and (iv) return all Confidential Information (and all copies thereof) to LTIMindtree immediately upon termination or completion of your Internship. Your obligations to maintain secrecy and confidentiality of the Confidential Information shall continue after the termination of your Internship with LTIMindtree.

“Confidential Information” which means any information, data or non-public business, commercial, personal, or technical information of LTIMindtree, its affiliates, parent company, their personnel, or that of their clients including but not limited to research and development projects, services, and business operations, which may be disclosed in writing, orally, electronically, by or on behalf of LTIMindtree. Any documents and information, which reflect, incorporate, and/or are generated using any such Confidential Information, will also be deemed as Confidential Information. All Confidential Information shall be deemed as LTIMindtree’s trade secrets.

6. **Intellectual Property:** Title, interest, and ownership in all information, data, outputs, reports, codes, proprietary information or rights, materials, tools presentations, records, and intellectual property rights conceived, created, or developed by you in connection with or arising from your Internship, and/or making use of the Confidential Information shall vest solely and exclusively with LTIMindtree immediately upon creation without the need for any further act or payment of any remuneration. It is clarified that Section 19(4) of the Indian Copyright Act, 1957 shall not apply to any assignment of copyrights under this Letter and you hereby agree not to raise and waive all rights to raise, any objection or claim before the Indian Copyright Board with respect to the assignment pursuant to Section 19A of the Indian Copyright Act, 1957. Also, you may conceive newer and advanced methods to improve processes or systems during your internship; this will remain the sole property of LTIMindtree.
7. You agree to defend, indemnify and hold harmless LTIMindtree for any loss, liability, claim, costs, fines, and or damage suffered by LTIMindtree and its personnel as a consequence of any breach by you of this Letter, LTIMindtree’s instructions or any Policies.
8. LTIMindtree, at its sole discretion and option, reserves the right to withdraw, suspend and/or amend the offer of Internship and the terms of this Letter at any time prior to the Commencement Date specified above, and you acknowledge and agree that any such action and/or amendment by LTIMindtree shall be binding upon you immediately without any consequence on LTIMindtree.
9. You will be an Intern for the Internship Duration. This Letter and the Internship Duration may be suspended, terminated, or reduced (as appropriate) immediately with notice from LTIMindtree to you.
10. Issuance of Internship Certificate is always subject to the successful completion of the entire Internship Duration and at the sole discretion of LTIMindtree.
11. LTIMindtree may receive and collect personal data relating to you, including sensitive personal data or information (as defined in the Information Technology Act 2000 and rules made thereunder) (collectively **“Personal Information”**). LTIMindtree may process such Personal Information for relevant and limited purposes in connection with managing your internship and/or the business of LTIMindtree. You consent to (i) the collection, use, processing, storage, export, and transfer of your Personal Information by LTIMindtree and third parties; and (ii) the transfer and disclosure of your Personal Information held by LTIMindtree to any third parties within India or outside of India, in accordance with the LTIMindtree’s privacy policy and subject to applicable law.
- 12.

Internship Milestone	8 th Sem Stipend Reward (INR)*
Learning Completed with score 80% and above in first attempt in all 3 milestones	20,000
Learning Completed with score 60% - 79%	10,000
Learning Completed with score <60%	Not Entitled

*** This will be a one-time payment credited upon successfully completing the internship and post-onboarding as a full-time employee, followed by completion of L&D's Initial Learning Program.**

This Letter contains the entire understanding between you and LTIMindtree for your Internship and supersedes all previous discussions and agreements, whether oral or otherwise.

You agree and acknowledge that the Internship is being granted solely for training purposes and that you are not an 'employee' or a 'workman' of LTIMindtree for the purposes of any employment statute or under any law, and you are not entitled to any wages or any employment benefits (including but not limited to leave and statutory benefits) that are provided solely to employees of LTIMindtree.

This Letter and the relationship between us shall be governed by the laws of India and the courts at Bangalore, Karnataka, shall have exclusive jurisdiction over any disputes that may arise therefrom. LTIMindtree may apply for injunctive or other appropriate relief from any court of competent jurisdiction.

You agree that your electronic signature below will have the same force and validity as a handwritten signature, and that your signature represents your acceptance of this Letter and your agreement to abide by the terms herein.

We are confident that you will enjoy your experience with us and that the learning you derive will be mutually beneficial.

Looking forward to seeing your expertise in action soon!

Thanking You,

University Liaison & Early Career Engagement

LTIMindtree

The contents of this e-mail and any attachment(s) may contain confidential or privileged information for the intended recipient(s). Unintended recipients are prohibited from taking action on the basis of information in this e-mail and using or disseminating the information, and must notify the sender and delete it from their

system. LTIMindtree will not accept responsibility or liability for the accuracy or completeness of, or the presence of any virus or disabling code in this e-mail"

OL No: TN15805

Date : 29 October 2023

Dear **Megavath Sandhya** ,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **TEACHNOOK** as an **Business Development Trainee**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Date of Joining : 6 November

Training Period : **6 November to 15-November-2023 - (Unpaid)**

OJT Start Date: **16-November-2023**

OJT End Date: **15-May-2024**

Location of Training: Bangalore

Stipend: INR **18000** Per Month

Incentives : INR **12000**

Target: **280000** INR per month.

Pre - Placement Offer :- **4 to 6 LPA (After Completion of Training)**

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Teachnook, and will report on **6 November**.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____

Training Policy

- Acceptance of this offer shows that you agree and are ready to perform the given responsibilities with due care and diligence; and in compliance with the management norms.
- The acceptance of this offer also shows your enthusiasm to work on a 9 hour shift from 11 am to 8pm (including breaks). You will be entitled to one day weekly off(On a weekday).
- During the training period you will receive all the benefits that are entitled for trainees.
- At any time if you wish to discontinue the training due to personal reasons , you will have to follow the company's resignation procedures.
 - Resignation procedure includes:- 1 month of notice period. In case, you won't be able to serve the notice period you would be required to pay a compensation equal to 1 month stipend and you can be relieved from the company.
- All your information will be safe and confidential with Teachnook. Similarly, all the information acquired during the course of your employment shall remain confidential and you shall refrain from using it for your own purpose or from disclosing it to any third party.
- Upon conclusion of your employment, you will immediately return all of its property, equipment and documents including electronically stored information.
- You will have to cooperate with and follow all policies and practices of Teachnook for both yours and Teachnook's development.
- Post successful completion of the Training tenure, you will be prone to exciting pre-placement offers from Teachnook.
- The stipend cycle will start along with your OJT.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____

ANNEXURE

As a part of the joining process, you are requested to carry with you the following documents on the day of joining.

Photocopies of

- 1 coloured copy of Offer Letter.
- SSLC (X Std) Marks Card & 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID & Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.

Please bring the original documents either education certificates / mark sheets (10th or 12th) or Government issued ID Card (Driving Licence/ PAN Card) for verification.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____

OL No: TN15804

Date : 29 October 2023

Dear **Vadthya Naveen** ,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **TEACHNOOK** as an **Business Development Trainee**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Date of Joining : 6 November

Training Period : **6 November to 15-November-2023 - (Unpaid)**

OJT Start Date: **16-November-2023**

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Pre - Placement Offer :- **4 to 6 LPA (After Completion of Training)**

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(Candidate's Signature)

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Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____

TEACHNOOK EDUTECH

14th Cross Rd, 5th Phase, Sector 6, HSR Layout,
Bengaluru, Karnataka 560102

Mob: +91 90190 30545 hr@teachnook.com

ANNEXURE

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- SSLC (X Std) Marks Card & 12th Marks Card.
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- PAN Card, Voter ID & Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.

Please bring the original documents either education certificates / mark sheets (10th or 12th) or Government issued ID Card (Driving Licence/ PAN Card) for verification.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____