

FR. CONCEICAO RODRIGUES COLLEGE OF ENGINEERING
Fr. Agnel Ashram, Bandstand, Bandra (W), Mumbai – 400050.

5.2.1 STUDENTS' PLACEMENT – TABLE OF CONTENTS

Academic Year (A.Y.)	Name of Students Placed	Bachelor's Graduating Programme (B.E.)	Name of the Employer Company / Organization	Proof of Document Attached / Submitted	Page No.	CTC ₹ (LPA)
2018 – 2019	Rathod Vikramsingh	Information Technology	Societe Generale	Offer Letter	8	17.51
2018 – 2019	Edwin Clement	Computer Engineering	Browser Stack	Offer Letter	11	15.92
2018 – 2019	Patel Rathil Dinesh	Computer Engineering	Browser Stack	Offer Letter	12	15.92
2018 – 2019	Jacob Samuel Mathew	Electronics Engineering	Byju's Learning	Offer Letter	13	10.00
2018 – 2019	Shetye Ruchir Ashok	Computer Engineering	Amazon Web Services	Offer Letter	17	10.00
2018 – 2019	Samson Anto Paul	Computer Engineering	Publicis Sapient	Letter of Intent	19	8.50
2018 – 2019	Munde Gunjan Madhukar	Information Technology	Publicis Sapient	Letter of Intent	21	8.50
2018 – 2019	Rathod Vikramsingh	Information Technology	Publicis Sapient	Letter of Intent	23	8.50
2018 – 2019	Baig Asjad Shamsuddin	Computer Engineering	Morgan Stanley Capital Index	Offer Letter	25	7.95
2018 – 2019	Tiwari Manupendra	Computer Engineering	Morgan Stanley Capital Index	Offer Letter	26	7.95
2018 – 2019	Edwin Clement	Computer Engineering	Interactive Brokers	Selection Email	27	7.65
2018 – 2019	Palghadmal Akash	Computer Engineering	Interactive Brokers	Selection Intimation by Email & Offer Letter	27 & 29	7.65
2018 – 2019	Nadar Bhanugoban	Computer Engineering	CarWale	Selection Intimation by Email & Offer Letter	31 & 36	7.50
2018 – 2019	Walse Aniket Sunil	Computer Engineering	CarWale	Selection Intimation by Email & Offer Letter	31 & 35	7.50
2018 – 2019	Dsouza Joel Michael	Information Technology	CarWale	Selection Intimation by Email & Offer Letter	31 & 32	7.50
2018 – 2019	Mishra Ashutosh Vinod	Computer Engineering	TIAA	Selection Intimation by Email & Offer Letter	37 & 39	7.00
2018 – 2019	Noronha Joshua Anthony	Computer Engineering	TCS Digital	Selection Intimation by Email & Offer Letter	40 & 466	7.00
2018 – 2019	Rajderkar Gopesh Sanjib	Computer Engineering	TCS Digital	Selection Intimation by Email & Offer Letter	40 & 462	7.00
2018 – 2019	Munde Gunjan Madhukar	Information Technology	TIAA	Selection Intimation by Email	37	7.00
2018 – 2019	Rathod Vikramsingh	Information Technology	TCS Digital	Selection Intimation by Email	40	7.00
2018 – 2019	Chackalamuriyil Susan	Computer Engineering	ZS Associates	Selection Intimation by Email & Offer Letter	42 & 52	6.53
2018 – 2019	Raut Atharva Unmesh	Information Technology	ZS Associates	Selection Intimation by Email	42	6.53
2018 – 2019	Shetty Suparna Sudhakar	Information Technology	ZS Associates	Selection Intimation by Email	42	6.53
2018 – 2019	Verma Gaurav Gopaldas	Information Technology	ZS Associates	Selection Intimation by Email & Offer Letter	42 & 44	6.53
2018 – 2019	Fernandes Fascel	Computer Engineering	Quantiphi Analytics Solutions	Offer Letter	53	6.50
2018 – 2019	Gharat Anisha Milind	Computer Engineering	Quantiphi Analytics Solutions	Offer Letter	55	6.50
2018 – 2019	Lopes Rawl Yarel	Computer Engineering	Quantiphi Analytics Solutions	Offer Letter	57	6.50
2018 – 2019	Rodrigues Melburne	Computer Engineering	Quantiphi Analytics Solutions	Offer Letter	59	6.50
2018 – 2019	Borkar Pradnya	Computer Engineering	Quantiphi Analytics Solutions	Offer Letter	61	6.50

Training & Placement Office:
Fr. CRCE, Bandra (W).



DR. (MRS.) SRIJA UNNIKRISHNAN
PRINCIPAL

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Academic Year (A.Y.)	Name of Students Placed	Bachelor's Graduating Programme (B.E.)	Name of the Employer Company / Organization	Proof of Document Attached / Submitted	Page No.	CTC ₹ (LPA)
2018 – 2019	Jain Pranjal Nirmal	Information Technology	Quantiphi Analytics Solutions	Offer Letter	63	6.50
2018 – 2019	Divya Varghese	Information Technology	Quantiphi Analytics Solutions	Offer Letter	65	6.50
2018 – 2019	Seth Nishant Jogesh	Information Technology	Quantiphi Analytics Solutions	Offer Letter	67	6.50
2018 – 2019	Shah Priyank Sanjay	Information Technology	Quantiphi Analytics Solutions	Offer Letter	69	6.50
2018 – 2019	Shaikh Saim Sajid	Information Technology	Quantiphi Analytics Solutions	Offer Letter	71	6.50
2018 – 2019	Solanki Disha Paresh	Information Technology	Quantiphi Analytics Solutions	Offer Letter	73	6.50
2018 – 2019	Sonu Yadav	Information Technology	Quantiphi Analytics Solutions	Offer Letter	75	6.50
2018 – 2019	Srivastava Deval	Information Technology	Quantiphi Analytics Solutions	Offer Letter	77	6.50
2018 – 2019	Dalvi Mahadev Ganpat	Electronics Engineering	Quantiphi Analytics Solutions	Offer Letter	79	6.50
2018 – 2019	Dsouza Austin Albert	Electronics Engineering	Quantiphi Analytics Solutions	Offer Letter	81	6.50
2018 – 2019	Kolapate Gaurav Laxman	Electronics Engineering	Quantiphi Analytics Solutions	Offer Letter	83	6.50
2018 – 2019	Lopes Scarlet Pascol	Computer Engineering	BNP Paribas	Selection Intimation by Email & Offer Letter	85 & 86	5.25
2018 – 2019	Suba Mukundan	Information Technology	BNP Paribas	Selection Intimation by Email	85	5.25
2018 – 2019	Patil Nikhil Prashant	Computer Engineering	Zeus Learning Pvt. Ltd.	Offer Letter	87	5.01
2018 – 2019	Alapattu Anish John Sabu	Computer Engineering	GEP Solutions Pvt. Ltd.	Offer Letter	88	5.00
2018 – 2019	Bagasrawala Burhan	Computer Engineering	GEP Solutions Pvt. Ltd.	Offer Letter	89	5.00
2018 – 2019	Dsa Glenice Godfrey	Computer Engineering	GEP Solutions Pvt. Ltd.	Offer Letter	90	5.00
2018 – 2019	Pulinthitta Marilyn	Computer Engineering	GEP Solutions Pvt. Ltd.	Offer Letter	91	5.00
2018 – 2019	Munde Gunjan Madhukar	Information Technology	GEP Solutions Pvt. Ltd.	Offer Letter	92	5.00
2018 – 2019	Ranoliya Jaydeep	Information Technology	GEP Solutions Pvt. Ltd.	Offer Letter	93	5.00
2018 – 2019	Hande Mayur Vijay	Information Technology	Willis Tower Watson (WTW)	Offer Letter	94	5.00
2018 – 2019	Bassi Aadesh Pradeep	Computer Engineering	Dolat Capital Market Pvt. Ltd.	Selection Intimation by Email & Offer Letter	115 & 116	4.95
2018 – 2019	Pal Suraj Badriprasad	Computer Engineering	Dolat Capital Market Pvt. Ltd.	Selection Intimation by Email	115	4.95
2018 – 2019	Pulinthitta Marilyn	Computer Engineering	Dolat Capital Market Pvt. Ltd.	Selection Intimation by Email	115	4.95
2018 – 2019	Jacob Tanya	Computer Engineering	Oracle (OFSS)	Selection Intimation by Email & Offer Letter	117 & 167	4.75
2018 – 2019	Kadam Shweta Rajan	Computer Engineering	Oracle (OFSS)	Selection Intimation by Email & Offer Letter	117 & 166	4.75
2018 – 2019	Mehta Mohit Suresh	Computer Engineering	Oracle (OFSS)	Selection Intimation by Email & Offer Letter	117 & 165	4.75
2018 – 2019	Peter Ruth Aradhana Ravi	Computer Engineering	Oracle (OFSS)	Selection Intimation by Email	117	4.75
2018 – 2019	Samson Anto Paul	Computer Engineering	Oracle (OFSS)	Selection Intimation by Email	117	4.75
2018 – 2019	Patel Rathil Dinesh	Computer Engineering	Oracle (OFSS)	Selection Intimation by Email	117	4.75

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2018 – 2019	Goswami Jill Kailash	Information Technology	Oracle (OFSS)	Selection Intimation by Email & Offer Letter	117 & 136	4.75
2018 – 2019	Hanmandla Akshay Kumar	Information Technology	Oracle (OFSS)	Selection Intimation by Email & Offer Letter	117 & 151	4.75
2018 – 2019	P. B. Rithika	Electronics Engineering	Oracle (OFSS)	Selection Intimation by Email & Offer Letter	117 & 118	4.75
2018 – 2019	Manappetty Sreejit Jayan	Electronics Engineering	Oracle (OFSS)	Selection Intimation by Email & Offer Letter	117 & 121	4.75
2018 – 2019	Tandel Riya Sanjay	Electronics Engineering	Oracle (OFSS)	Selection Intimation by Email & Offer Letter	117 & 119	4.75
2018 – 2019	Mishra Ashutosh Vinod	Computer Engineering	Oracle (OFSS)	Selection Intimation by Email	117	4.75
2018 – 2019	Tayshete Prachiti	Information Technology	TATA Communications	Selection Intimation by Email	168	4.50
2018 – 2019	Charu Pramod Kumar	Information Technology	TATA Communications	Selection Intimation by Email	168	4.50
2018 – 2019	Pratik Shetty	Information Technology	TATA Communications	Selection Intimation by Email	168	4.50
2018 – 2019	Priyanka Kishor Jondhale	Information Technology	TATA Communications	Selection Intimation by Email	168	4.50
2018 – 2019	Akhil Maniprasad	Information Technology	TATA Communications	Selection Intimation by Email	168	4.50
2018 – 2019	Vishaka Mhatre	Information Technology	TATA Communications	Selection Intimation by Email	168	4.50
2018 – 2019	Abimon Bhasi	Production Engineering	Godrej & Boyce Mfg. Co. Ltd.	Offer Letter	169	4.50
2018 – 2019	Phadakale Bhagyesh	Production Engineering	Godrej & Boyce Mfg. Co. Ltd.	Offer Letter	174	4.50
2018 – 2019	Gami Bhavesh Ramesh	Production Engineering	Godrej & Boyce Mfg. Co. Ltd.	Offer Letter	179	4.50
2018 – 2019	Neel Kumar Savla	Production Engineering	General Mills (India) Pvt. Ltd.	Offer Letter	184	4.50
2018 – 2019	Divya Ramachandran	Production Engineering	General Mills (India) Pvt. Ltd.	Offer Letter	187	4.50
2018 – 2019	Atharva Abhyankar	Production Engineering	Nerolac Kansai Paint Pvt. Ltd.	Offer Letter	190	4.50
2018 – 2019	Rosario Alison Prakash	Computer Engineering	Ingram Micro (India) Pvt. Ltd.	Offer Letter	192	4.00
2018 – 2019	Quadras Joel Felix	Computer Engineering	Ingram Micro (India) Pvt. Ltd.	Offer Letter	193	4.00
2018 – 2019	Rebello Leroy Louis	Computer Engineering	Ingram Micro (India) Pvt. Ltd.	Offer Letter	194	4.00
2018 – 2019	Tiwari Manupendra	Computer Engineering	Ingram Micro (India) Pvt. Ltd.	Offer Letter	195	4.00
2018 – 2019	Simon Sanjay Greene	Computer Engineering	Ingram Micro (India) Pvt. Ltd.	Offer Letter	196	4.00
2018 – 2019	Baichwal Rohan Milind	Electronics Engineering	SELEC Controls Pvt. Ltd.	Offer Letter	197	4.00
2018 – 2019	Chennattu Sebastian Baby	Electronics Engineering	SELEC Controls Pvt. Ltd.	Offer Letter	198	4.00
2018 – 2019	Desu Aditya	Electronics Engineering	SELEC Controls Pvt. Ltd.	Offer Letter	199	4.00
2018 – 2019	Kelkar Aditya Vijay	Electronics Engineering	SELEC Controls Pvt. Ltd.	Offer Letter	200	4.00
2018 – 2019	Satpute Saurabh Suresh	Production Engineering	SELEC Controls Pvt. Ltd.	Offer Letter	201	4.00
2018 – 2019	Rodrigues Vanessa Cletus	Production Engineering	Portescap India Pvt. Ltd.	Offer Letter	202	4.00
2018 – 2019	Vaidya Priyanka	Information Technology	AXIS Bank	Selection Intimation by Email & Offer Letter	203 & 213	3.80



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2018 – 2019	Khanvilkar Siddhi	Information Technology	AXIS Bank	Selection Intimation by Email	203	3.80
2018 – 2019	Joshiba Paulraj Nadar	Information Technology	AXIS Bank	Selection Intimation by Email & Offer Letter	202 & 218	3.80
2018 – 2019	Mishra Vishal Shailendra	Information Technology	AXIS Bank	Selection Intimation by Email & Offer Letter	203 & 223	3.80
2018 – 2019	Jincy Jacob	Information Technology	AXIS Bank	Selection Intimation by Email	203	3.80
2018 – 2019	Jagdale Nikita Vithal	Computer Engineering	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Kapure Mrunal Vijay	Computer Engineering	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Lopes Scarlet Pascol	Computer Engineering	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Parasseril Kevin Sunny	Computer Engineering	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Patil Nikhil Prashant	Computer Engineering	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Rao Siddharth Ananth	Computer Engineering	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Shetty Akhil Ashok	Computer Engineering	Accenture	Selection Intimation by Email & Offer Letter	228 & 248	3.50
2018 – 2019	Tuscano Ashley Felix	Computer Engineering	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Carvalho Blossom Francis	Computer Engineering	Accenture	Selection Intimation by Email & Offer Letter	228 & 249	3.50
2018 – 2019	Duarte Mark Anthony	Computer Engineering	Accenture	Selection Intimation by Email & Offer Letter	228 & 247	3.50
2018 – 2019	Fernandes Ryan George	Computer Engineering	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Patil Jitesh Balkrishna	Computer Engineering	Accenture	Selection Intimation by Email & Offer Letter	228 & 251	3.50
2018 – 2019	Murzello Siyana Ebat	Computer Engineering	Accenture	Selection Intimation by Email & Offer Letter	228 & 250	3.50
2018 – 2019	Shinde Devshree Prashant	Information Technology	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Fargose Damian David	Information Technology	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Gonsalves Alisha Roby	Information Technology	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Johri Robin Rakesh	Information Technology	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Kawad Amit Punamchand	Information Technology	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Tuscano Suzanne Elias	Information Technology	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Hande Mayur Vijay	Information Technology	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Rodrigues Navil Simon	Information Technology	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Bhosle Sakshi Sadanand	Electronics Engineering	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Kelkar Aditya Vijay	Electronics Engineering	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Limkar Swapnaja Manoj	Electronics Engineering	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Pinto Mikhail Pravin	Electronics Engineering	Accenture	Selection Intimation by Email & Offer Letter	228 & 232	3.50
2018 – 2019	Vichare Pooja	Electronics Engineering	Accenture	Selection Intimation by Email & Offer Letter	228 & 241	3.50

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2018 – 2019	Yadav Shivam Sunil	Electronics Engineering	Accenture	Selection Intimation by Email & Offer Letter	228 & 243	3.50
2018 – 2019	Chachad Aditya Pravin	Electronics Engineering	Accenture	Selection Intimation by Email	228	3.50
2018 – 2019	Joshi Omkar Kirtinandan	Electronics Engineering	Accenture	Selection Intimation by Email & Offer Letter	228 & 239	3.50
2018 – 2019	Ranim Tanvi Suhas	Electronics Engineering	Accenture	Selection Intimation by Email & Offer Letter	228 & 245	3.50
2018 – 2019	Singh Pratik Pawankumar	Electronics Engineering	Reliance Retail	Selection Intimation by Email & Offer Letter	252 & 258	3.50
2018 – 2019	Namjoshi Aasawari	Information Technology	Reliance Retail	Selection Intimation by Email & Offer Letter	252	3.50
2018 – 2019	Athani Mohit Vijaykumar	Information Technology	eMeasurement Automation	Offer Letter	259	3.50
2018 – 2019	Athani Niket Narendra	Computer Engineering	Cognizant Solutions Pvt. Ltd.	Offer Letter	260	3.50
2018 – 2019	Fernandes Blair Noel	Computer Engineering	TATA Consultancy Services	Selection Intimation by Email & Offer Letter	261 & 460	3.36
2018 – 2019	Borkar Pradnya Krishna	Computer Engineering	TATA Consultancy Services	Selection Intimation by Email & Offer Letter	261	3.36
2018 – 2019	Mishra Ashutosh Vinod	Computer Engineering	TATA Consultancy Services	Selection Intimation by Email & Offer Letter	261 & 461	3.36
2018 – 2019	Shaibil Sabu Mangadiyan	Electronics Engineering	TATA Consultancy Services	Offer Letter	261 & 370	3.36
2018 – 2019	Fernandes Nicole Diana	Computer Engineering	TATA Consultancy Services	Selection Intimation by Email & Offer Letter	261 & 465	3.36
2018 – 2019	Lopes Scarlet Pascol	Computer Engineering	TATA Consultancy Services	Selection Intimation by Email	261	3.36
2018 – 2019	Mehta Mohit Suresh	Computer Engineering	TATA Consultancy Services	Selection Intimation by Email	261	3.36
2018 – 2019	Samson Anto Paul	Computer Engineering	TATA Consultancy Services	Selection Intimation by Email	261	3.36
2018 – 2019	Shetye Ruchir Ashok	Computer Engineering	TATA Consultancy Services	Selection Intimation by Email	261	3.36
2018 – 2019	More Madhura Haridas	Computer Engineering	TATA Consultancy Services	Selection Intimation by Email & Offer Letter	261 & 467	3.36
2018 – 2019	Patel Rathil Dinesh	Computer Engineering	TATA Consultancy Services	Selection Intimation by Email	261	3.36
2018 – 2019	Shinde Devshree Prashant	Information Technology	TATA Consultancy Services	Selection Intimation by Email	261	3.36
2018 – 2019	Dave Ark Govind	Information Technology	TATA Consultancy Services	Selection Intimation by Email	261	3.36
2018 – 2019	Fernandes Aurelia Gregory	Information Technology	TATA Consultancy Services	Selection Intimation by Email & Offer Letter	261 & 442	3.36
2018 – 2019	Goswami Jill Kailash	Information Technology	TATA Consultancy Services	Selection Intimation by Email	261	3.36
2018 – 2019	Hanmandla Akshaykumar	Information Technology	TATA Consultancy Services	Selection Intimation by Email	261	3.36
2018 – 2019	Ojha Dhananjay Kumar	Information Technology	TATA Consultancy Services	Selection Intimation by Email	261	3.36
2018 – 2019	Pakhale Pranav Sanjay	Information Technology	TATA Consultancy Services	Selection Intimation by Email	261	3.36
2018 – 2019	Rasam Tanvi Vijay	Information Technology	TATA Consultancy Services	Selection Intimation by Email	261	3.36
2018 – 2019	Shaikh Kaynat Khaleel	Information Technology	TATA Consultancy Services	Selection Intimation by Email	261	3.36
2018 – 2019	Suba Mukundhan	Information Technology	TATA Consultancy Services	Selection Intimation by Email	261	3.36
2018 – 2019	Tuscano Suzanne Elias	Information Technology	TATA Consultancy Services	Selection Intimation by Email	261	3.36



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2018 – 2019	Chirag Alexander	Electronics Engineering	TATA Consultancy Services	Selection Intimation by Email & Offer Letter	261 & 298	3.36
2018 – 2019	Desu Aditya	Electronics Engineering	TATA Consultancy Services	Selection Intimation by Email & Offer Letter	261 & 280	3.36
2018 – 2019	Vichare Pooja	Electronics Engineering	TATA Consultancy Services	Selection Intimation by Email & Offer Letter	261 & 334	3.36
2018 – 2019	Wazir Shreya Shashi	Electronics Engineering	TATA Consultancy Services	Selection Intimation by Email & Offer Letter	261 & 388	3.36
2018 – 2019	Chachad Aditya Pravin	Electronics Engineering	TATA Consultancy Services	Selection Intimation by Email & Offer Letter	261 & 262	3.36
2018 – 2019	Dalvi Rohit Laxman	Electronics Engineering	TATA Consultancy Services	Selection Intimation by Email & Offer Letter	261 & 352	3.36
2018 – 2019	Manappetty Sreejit Jayan	Electronics Engineering	TATA Consultancy Services	Selection Intimation by Email & Offer Letter	261 & 406	3.36
2018 – 2019	Patole Joseph Arun	Electronics Engineering	TATA Consultancy Services	Selection Intimation by Email & Offer Letter	261 & 316	3.36
2018 – 2019	Ranim Tanvi Suhas	Electronics Engineering	TATA Consultancy Services	Selection Intimation by Email & Offer Letter	261 & 424	3.36
2018 – 2019	Anand Namboothiri	Electronics Engineering	Media.net	Offer Letter	487	3.04
2018 – 2019	Aayushi Bhatnagar	Electronics Engineering	Media.net	Offer Letter	496	3.04
2018 – 2019	Vaibhav Suhas Pednekar	Production Engineering	Media.net	Offer Letter	499	3.04
2018 – 2019	Fernandes Nicole Diana	Computer Engineering	NSE – IT	Selection Intimation by Email & Offer Letter	470 & 473	3.00
2018 – 2019	Tuscano Ashley Felix	Computer Engineering	NSE – IT	Selection Intimation by Email	470	3.00
2018 – 2019	Duarte Mark Anthony	Computer Engineering	NSE – IT	Selection Intimation by Email & Offer Letter	470 & 474	3.00
2018 – 2019	Parasseril Kevin Sunny	Computer Engineering	NSE – IT	Selection Intimation by Email	468	3.00
2018 – 2019	Suba Mukundhan	Information Technology	NSE – IT	Selection Intimation by Email	470	3.00
2018 – 2019	Tuscano Suzanne Elias	Information Technology	NSE – IT	Selection Intimation by Email	470	3.00
2018 – 2019	Vichare Pooja	Electronics Engineering	NSE – IT	Selection Intimation by Email & Offer Letter	468 & 472	3.00
2018 – 2019	Kammu Deborah Ebbu	Information Technology	99 Years LLP	Offer Letter	475	3.00
2018 – 2019	Chettiar Maria Roseline	Electronics Engineering	99 Years LLP	Offer Letter	478	3.00
2018 – 2019	Nadar Evanjaline Benita	Electronics Engineering	99 Years LLP	Offer Letter	481	3.00
2018 – 2019	Anekar Shivani Arun	Electronics Engineering	99 Years LLP	Offer Letter	484	3.00
2018 – 2019	Embrandiri Ananth Satish	Electronics Engineering	Media.net	Offer Letter	490	2.45
2018 – 2019	Menezes Aurelia Gail	Electronics Engineering	Media.net	Offer Letter	493	2.45
2018 – 2019	Adrian Godfrey Gonsalves	Computer Engineering	TATA Power	Selection Intimation by Email	494	2.27
2018 – 2019	Patil Nikhil Prashant	Computer Engineering	TATA Power	Letter of Confirmation & Offer Letter	464 & 503	2.27
2018 – 2019	Khanvilkar Siddhi	Information Technology	TATA Power	Selection Intimation by Email	494	2.27
2018 – 2019	Oren Collacco Rodney	Electronics Engineering	Konnect Insights	Selection Intimation by Email	505	2.07

R. P. Kulkarni

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S. J.

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2018 – 2019	Thomas Shane Koshy	Electronics Engineering	Konnect Insights	Selection Intimation by Email	506	2.07



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DR. (MRS.) SRIJA UNNIKRISHNAN
PRINCIPAL

April 08, 2019

Offer No: SG13588
Mr. Vikramsingh Kishansingh Rathod
703/Silver Arch, Road No-5, Jay Prakash Nagar
Goregaon - East
Mumbai - 400063

Dear Vikramsingh,

Sub: Offer for Appointment as "Software Engineer":

Further to the interviews you have had with us, we are pleased to offer you a position as "Software Engineer" in the level of "CL9" in Societe Generale Global Solution Centre, Bangalore.

You are expected to report for duty on or before July 22, 2019, at 9:30 am failing which this offer of employment stands withdrawn.

Your annual basic salary will be Rs.750,000/- (Rupees Seven Lakhs Fifty Thousand Only). In addition, you will be entitled to other benefits as per the Company's compensation policy.

However, your appointment with SG GSC is subject to you passing your final exams & having an overall minimum aggregate of 60%, failing which the Company reserves the right to terminate your employment, without any notice & with immediate effect on announcement of results.

Please arrange to produce the following documents for our records at the time of joining:

1. Relieving letter or Resignation acceptance with last working date and emp code (Hardcopy or email) mandatory
2. Service certificates and last 3 months salary slips from your current employer
3. 10 PP Photographs

Kindly sign a copy of this letter as a token of your acceptance of our offer and return to us for our records.

Looking forward to a long and fruitful association with you.

Yours faithfully,
For **Societe Generale Global Solution Centre Pvt Ltd,**



Jatinder Salwan
Head of HR – TA, HRO & Chennai

Accepted:
Signature:
Date:

Name : Vikramsingh Kishansingh Rathod
Level : CL9
Role Title : Software Engineer

Basic : Rs. 62,500/- p.m

Other benefits as per company's
compensation policy : Rs. 62,500/- p.m

Your monthly gross salary (basic + cash allowances) will be Rs. 125,000/- p.m

Reimbursements:

You will be entitled to reimbursement as per the benefit plans of the company:

All reimbursements will be governed by the Income Tax laws in place and as may be amended from time to time.

Other benefits:

1. You will be entitled to Provident Fund and Gratuity as per schemes formulated by the company.
2. Food Coupons valued for Rs.1000/- p.m.
3. You may avail of bus facilities or Company arranged transport as applicable.
4. Those utilizing their own transport will be given a conveyance allowance of Rs.1400/- p.m.
5. You will be entitled to a variable pay based on individual and Group's performance for the year. Payment of this amount is at the absolute discretion of the company.
6. You hereby acknowledge that this offer is subject to a background verification to be conducted by the company. On background verification, if any personal information provided by you is found to be false, the company at its discretion may terminate your services with immediate effect.
7. A night shift allowance is entitled to employees working outside the general shift. The allowance payout would be as per the Company policy guidelines.

Accepted



Annexure: Salary Entitlement - 2019

Name : Vikramsingh Kishansingh Rathod
Level : CL9
Role Title : Software Engineer

S. No.	Salary Components	Amount in INR Per Annum
1	Basic	750,000
2	Cash Allowances House Rent Allowance (max 40% of Basic Salary for Non Metro & max 50% of Basic Salary for Metro) Leave Travel Assistance (max 30000/- per annum) Additional Food Coupons (max 14400/- per annum) Children Education Allowances (max 2400/- per annum) Balance of allowances will be paid as Taxable Allowances	750,000
4	Provident Fund	90,000
5	Gratuity	36,075
Total Fixed Salary		1,626,075
6	Variable Pay *	125,000
Total Salary		1,751,075

Note:

a. **Variable Pay ***

You will be entitled to a variable pay based on your individual and the Group's performance for the year. Should you join us between October 01st and December 31st of the year, your entitlement to variable pay will commence from the beginning of the subsequent calendar year. Disbursement of variable pay, which is at the absolute discretion of the company, is along with the payroll for the month of March, in the following year.

b. **Benefits**

i. (You would be entitled to avail the below mentioned benefits, which is governed by the prevailing company policies)

Detail	Maximum Coverage Amount
a. Food Coupons (per annum)	12,000
b. Bus Pass/Parking/Others (per annum)	16,800

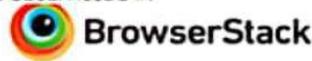
ii. Insurance Benefit for Health and Personal Accident Cover - applicable as per company policy.

Detail	Maximum Coverage Amount
a. Group Medclaim (coverage for self, spouse, child and parents) Top up option is available for Group Medclaim (Family Floater basis) at subsidized premium borne by the employee (1 lakh, 2 lakhs & 3 lakhs)	300,000
b. Group Personal Accident (Coverage for self only)	500,000
c. Group Term Life Insurance (Coverage for self only)	1,100,000

iii. Relocation Assistance

a. Second class air-conditioned train fare from their existing work location for themselves and their family, i.e. spouse, children and dependent parents.
b. One time relocation/settling allowance of INR 35000
c. Lodging expenses for up to 21 days in a company approved guest house for self and family for relocation





May 06, 2019

Subject: Offer of Employment

Dear Edwin,

We are pleased to extend you an offer of employment as **Software Engineer** with BrowserStack Software Pvt. Ltd. ("BrowserStack"). We truly enjoyed meeting you and invite you to be part of our winning team.

The terms of offer are as follows:

Date of Joining	No later than May 20, 2019
Compensation & Benefits	INR 15,92,636 per annum as per details attached in Annexure 1
Base Pay	INR 14,00,000 per annum
Target Variable Pay	INR 1,40,000 per annum upon achieving defined targets and your performance evaluation. The same shall be paid on pro-rata basis corresponding to your tenure with Company during the financial year. The payout shall be subject to further condition that you are on payroll of the Company and not serving notice period as on the date of pay-out.
Long Term Incentive	Subject to the approval of the Board of Directors of BrowserStack Limited, Ireland (Parent company of Company) and in terms of ESOP Policy of the Company, you will be granted 1,700 options to buy common stock of BrowserStack Limited, Ireland. These Options shall vest with you over 4 years - i.e. 25% on first anniversary of your joining the Company and balance Options will vest equally, upon completion of each month over next 36 months subject to your continuous service with the Company through each vesting date. Please refer to the ESOP Plan.
Annual Review	The Company follows April to March cycle for annual reviews. At the discretion of the Company, your total compensation may be reviewed annually. The review will be based on the performance management process adopted by the Company.
Documents Required	As per details attached in Annexure 2
Background/Ref check	This offer is contingent upon successful initiation of your background verification and reference check before the agreed date of joining. This check is conducted to ensure the authenticity of the information provided by you. Failure to adhere to the timelines might result in delaying your joining or even canceling your offer with BrowserStack. The check with your current employer will be done post your joining at BrowserStack. You acknowledge that in case of any discrepancy found in any of the checks, we reserve the rights to withdraw the offer or terminate your employment.
Paid Leaves	25 days of paid vacation + 10 national holidays & festivals.
Notice Period	30 days

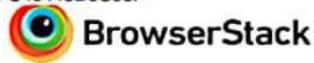
Please keep the terms of the above offer and the remuneration details confidential. We reserve our rights to withdraw the offer in case we learn about the breach of confidentiality on this count.

We look forward to have you on board.

Meenakshi Tyagar

Authorized signatory

<p>Acceptance: I have carefully read and understood the above offer and terms. I accept the same.</p> <p>Signature : _____ Date : _____</p>
--



May 14, 2019

Dear Rathil,

Thank you for interviewing with us. Our team at BrowserStack truly enjoyed interacting with you and we hope that your experience of interview was enriching and you got to know more about us.

We all agree that you would be an excellent addition to our winning team and accordingly, would like to offer you the position of Solutions Engineer with us. Based on our discussions and agreed terms, your formal offer letter along with details of your compensation and benefits is attached for your digital signature. Upon your acceptance of the offer, we shall kick start our internal on-boarding process to receive you on June 17, 2019 at 11:00 am at our office. In case of any change in the date / time of your arrival, do let us know immediately.

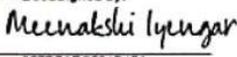
Upon joining, you will receive the Letter of Appointment, Confidentiality Agreement, Code of Conduct etc. In the meantime, in case of any questions / clarification, please reach out to Heena (heena@browserstack.com / +91 9820919531) or Dhairya.

In case of any issues or escalation, you can directly reach out to me (meenakshi@browserstack.com).

The attached offer letter is valid for a period of 2 days from the date of communication. Please DocuSign and accept the same.

We look forward to have you on-board.

Best regards,

DocuSigned by:

357D7AEC531B45A...
Meenakshi Iyengar
Vice President – People



OFFER LETTER

Mr. Jacob Samuel Mathew

Date: Thursday, June 6, 2019

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavour to change the face of education.

We are pleased to offer you the position of Trainee-sales on following terms and conditions:

Offer Details:

Designation:	Trainee-sales
Department:	Business Development (51000000)
Sub Department:	Sales
Role Location / Work Location:	Mumbai
Employment Type:	Trainee
CTC per Annum:	
• Fixed Pay:	700000 INR
• Variable Pay:	300000 INR

Reporting Details:

Date of Reporting:	Monday, June 10, 2019
Reporting Location:	Byju's-Think and Learn Pvt Ltd,6th floor, Tower D, IBC

Knowledge Park, Bhavani Nagar, Near Dairy Circle, Bannerghatta Main Road,
Bengaluru, Karnataka 560029

Reporting Time: 8 : 30 AM

Please note you will move to your Role Location / Work Location post training

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

1. Provident Fund
2. Income tax deducted at source at the rates applicable
3. Employment/Professional taxes
4. Dues to company including loans and advances
5. Or any other applicable statutory deductions

The income Tax liability with regards your salary and perks and will be governed by the tax laws of the country as applicable from time to time.

1. You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.
2. You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.
3. You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

You are requested to join the services of the Company not later than Monday, June 10, 2019 , failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing.

We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

For and Behalf of,

Think & Learn Pvt. Ltd.

Accept Job Offer by signing below

Annexure A

All Confidential information, Coaching Materials, Developed Material and Documentation of the Company including any information concerning the organization, business or finances of the Company or of any third party, any trade secret, software program, functional methodologies, business plans, strategies, students list, records, reports, memoranda which is confidential to the Company or which the Company is under an obligation to keep confidential or is of such type and nature that a reasonable person would regard as confidential.

The trainee acknowledges that the unauthorized use or disclosure of the Confidential Information will be prejudicial to the interest of the Company or the entities with which the Company has business relationship and may amount to invasion of privacy or a misappropriation or improper disclosure of trade secrets.

Code of Conduct: Think & Learn Pvt. Ltd., endeavours to follow the best possible standards in its governance and has high levels of transparency and integrity. As a trainee or consultant, or as a business partner, we would like to inform you of our Ethical Standards Practice applicable to our trainee relating to their dealings with you in various business transactions. We ask you to read, understand, and adhere to this practice and also ensure that others represent you do the same (applicable for vendors or consultant). All correspondence in this regard shall be kept confidential. In case of any clarification, please do not hesitate to contact us.

Business Conduct: Our basic premise in conduct of business: trainee should do nothing that might discredit or embarrass the Company, its clients, or themselves as trainee of the Company.

All Think & Learn Pvt. Ltd., trainees are expected to act in accordance with the highest levels of personal and professional integrity, and ethical conduct. Honest conduct is that which is free from fraud or deception.

Annexure B

1. 12th Mark sheet
2. 10th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Provisional Certificate/Course Completion Certificate
5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card
9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:



OFFER CUM APPOINTMENT LETTER

Ruchir Ashok Shetye
702-B2, Aether BLDG,, Vishweshwar Nagar Rd. , Goregaon(East).
Mumbai – 400063
MH
IND

Dear Ruchir,

On behalf of **Amazon Internet Services Private Limited**, a company incorporated under the laws of India, having its registered office at Ground Floor, Eros Plaza, Eros Corporate Centre, Nehru Place, New Delhi - 110019, Delhi (hereinafter the "**Company**" or "**Amazon India**"), we are very pleased to issue this Offer cum Appointment Letter for the position of **Cloud Support Associate** at **Bangalore, India**.

Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before **10 business days**.

Upon your acceptance of the offer herein, this Offer cum Appointment Letter shall form the employment contract that is a valid and binding agreement of employment between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

1. Date of Commencement

Your employment with Amazon India will commence on **15-Jul-2019**.

2. Duties

- 2.1** You will be employed in the position of **Cloud Support Associate**. Your manager will advise you about your job responsibilities after your joining with us. You will be expected to do your job to the best of your ability at all times as per the job responsibilities advised by your manager at the time of joining or as amended from time to time, as well as such other tasks as may be required by Amazon India.
- 2.2** You will be required to comply with Amazon India's rules, regulations and policies from time to time in force, including, without limitation, those policies set out in Amazon India's Policies and Procedures, as communicated to you. Amazon India reserves the right to

1

REGISTERED OFFICE :
Ground Floor, Eros Plaza, Eros Corporate Centre, Nehru Place, New Delhi - 110019, Delhi
Tel. : + 91 - 80 - 3342 0300, Fax : +91 - 80 - 3062 5685
CIN : U72200DL2011FTC227638

change Amazon India's Policies and Procedures from time to time at its sole discretion and you shall be bound by the same.

- 2.3 You acknowledge that during the course of your employment, as the business of Amazon India changes, it may be necessary to rotate you in other departments / units. Amazon India therefore reserves the right to change your role and responsibilities from time to time at its sole discretion and without assigning any reason, it being understood that you will not be assigned responsibilities which you cannot reasonably perform.
- 2.4 Unless specified in writing, you shall not be authorised to enter into any contractual obligations on behalf of Amazon India or its affiliates including creating a lien (statutory or other), security interest, mortgage, pledge, assignment, encumbrance, chattel or conditional sale or other title retention agreement or any other financial obligations or otherwise on behalf of Amazon India or its affiliates.

3. Hours of Work

The normal business hours of the office, at which you work, will apply to you and these will be advised on commencement of employment and when there is a change. You may be required to work in shifts for different workhours or workdays during the week depending on the business or team that you may be working for. You will be advised by your manager or department about such requirements at the time of joining and from time to time during the course of your employment, as appropriate. Certain business teams also operate on 24x7 basis and hence, may have rotational shifts or related requirements for their respective team members. Please refer to Amazon India's Policies and Procedures for further details.

4. Place of Work

Your initial place of work will be at Amazon India's facility in Bangalore. However, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you.

5. Remuneration

- 5.1 Your Annual Base Pay will be Rs.700,000 per annum made payable in arrears in accordance with Amazon India's standard payroll practice and subject to all lawful deductions of income tax, provident fund contribution (if any), insurances or otherwise. Your Base Pay is inclusive of both the employer's and the employee's provident fund contributions. Your Base Pay will be reviewed in accordance with internal performance review systems, details of which are set out in Amazon India's Policies and Procedures. If your hire date is on or before the first Monday in October of the current year, you will be eligible for a

2

REGISTERED OFFICE :

Ground Floor, Eros Plaza, Eros Corporate Centre, Nehru Place, New Delhi - 110019, Delhi
Tel. : +91 - 80 - 3342 0300, Fax : +91 - 80 - 3062 5685
CIN : U72200DL2011FTC227638

performance assessment and salary adjustment in the next calendar year. Ordinarily, this process occurs in the month of April each year.

- 5.2 Amazon India has the right to deduct from your pay/salary any sums which you may owe Amazon India, including without limitation, any over-payments or loans made to you by Amazon India or any demand raised by any judicial or quasi-judicial authority for your acts or omissions and / or losses suffered by Amazon India as a result of your negligence or breach of the terms contained in this Offer cum Appointment Letter/Amazon India's Policies and Procedures/ Confidentiality, Non-competition and Invention Assignment Agreement, or your failure to return Amazon India's property.
- 5.3 You will also receive a sign-on bonus of Rs.300,000 for the first year and Rs.200,000 for the second year, which will be paid in twelve monthly instalments, starting at the end of your first month of employment, subject to your continued employment with the Company. The said bonus amount will be payable in accordance with the Company's standard payroll practice and subject to withholding applicable taxes. If your employment with the Company is terminated for any reason during your first two years of employment, the said monthly payments will cease after the date of termination and you will not be entitled to any further payments.

6. Provident Fund

Amazon India will contribute to a Provident Fund as and when required for the Employee's



LETTER OF INTENT

Date: 6th October 2018
Name: Samson Anto Paul
College: K. CRCE

Dear Samson,

We are delighted to extend this Letter of Intent ("LOI") to you for the position of **Associate Software Development Engineer I** with Sapient Consulting Private Limited ("Sapient").

Upon your acceptance of the terms of employment and your joining Sapient, Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

Your total Cost to Company ("CTC") would be Rs. 850000/- which shall include the following:-

- An annualized base salary of Rs. 802,765/- (including HRA)
- Provident Fund and Gratuity contributions, (As per the applicable provisions and Sapient policies) equal to 5.88% of your base salary (16.8% of your Basic Salary).

And Joining Bonus of Rs. 1,50,000 (lock-in period of 18 months)

Tax at the applicable rate shall be deducted at source from your salary. The CTC shall vary for interns joining us under the Internship Program at Sapient.

Your anticipated start date will fall in the second half of 2019 and which shall be intimated to you in due course. You will be on training for a few weeks from the start date of your employment. Your home office in India would be either Gurgaon/Bangalore depending on the business requirements.

This LOI does not constitute a letter of employment and does not bind Sapient in any manner. The regular letter of employment shall be shared with you a month prior to your joining Sapient. In case you decide to join Sapient as an intern during the course of your degree program, you will be extended an offer of internship a month prior to your joining. Your employment will be effective upon joining Sapient, post formal acceptance of the terms of employment/internship offered to you and completion of prescribed formalities. All terms stated herein are contingent upon the successful completion of your educational degree, successful completion of the training / internship program being offered to you by Sapient and subject to your good behavior and conduct and other parameters as may be decided by Sapient.

Sapient Consulting Private Limited
Building No-8, Tower-B
Candor Techspace Ltd.
SEZ Sector-21, Village Dundahera
Gurgaon 122016, Haryana
India
TEL +91 (124) 6724000
FAX +91 (124) 6724027
sapient.com

Sapient Consulting Private Limited
OXYGEN BUSINESS PARK PVT LTD SEZ
Tower C, Ground - 4th floor
Plot No. 7, Sector 144 Expressway
Noida 201301, Uttar Pradesh
India
TEL +91 (120) 479 5000
FAX +91 (124) 499 6001

Sapient Consulting Private Limited
2870, Building - Virgo
Bagmane Constellation Business Park
Outer Ring Road, Doddanekundi Circle
Marathahalli Post
Bangalore 560048, Karnataka
India
TEL +91 (120) 479 5000
FAX +91 (124) 499 6001



LETTER OF INTENT

Date: 6th October 2018
Name: Gunjan Madhukar Munde
College: Pg. CRCE

Dear Gunjan

We are delighted to extend this Letter of Intent ("LOI") to you for the position of **Associate Software Development Engineer I** with Sapient Consulting Private Limited ("Sapient").

Upon your acceptance of the terms of employment and your joining Sapient, Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

Your total Cost to Company ("CTC") would be Rs. 850000/- which shall include the following:-

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And Joining Bonus of Rs. 1,50,000 (lock-in period of 18 months)

Tax at the applicable rate shall be deducted at source from your salary. The CTC shall vary for interns joining us under the Internship Program at Sapient.

Your anticipated start date will fall in the second half of 2019 and which shall be intimated to you in due course. You will be on training for a few weeks from the start date of your employment. Your home office in India would be either Gurgaon/Bangalore depending on the business requirements.

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Your employment will be effective upon joining Sapient, post formal acceptance of the terms of employment/internship offered to you and completion of prescribed formalities. All terms stated herein are contingent upon the successful completion of your educational degree, successful completion of the training / internship program being offered to you by Sapient and subject to your good behavior and conduct and other parameters as may be decided by Sapient.

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Registered Office: Sapient Consulting Private Limited 17th Floor, Urmi Estate, Tower A, 75, Gantpatrao Kadam Marg,
Lower Parel (West), Mumbai, Maharashtra, India. 400013

Sapient®



LETTER OF INTENT

Date: 6th October 2018
Name: Vikram Singh Kishansingh Rathod
College: R. CRCE

Dear Vikram,

We are delighted to extend this Letter of Intent ("LOI") to you for the position of **Associate Software Development Engineer I** with Sapient Consulting Private Limited ("Sapient").

Upon your acceptance of the terms of employment and your joining Sapient, Sapient will provide you with a total compensation package that consists of your base salary and statutory retirement benefits.

Your total Cost to Company ("CTC") would be Rs. 850000/- which shall include the following:-

- An annualized base salary of Rs. 802,765/- (including HRA)
- Provident Fund and Gratuity contributions, (As per the applicable provisions and Sapient policies) equal to 5.88% of your base salary (16.8% of your Basic Salary).

And Joining Bonus of Rs. 1,50,000 (lock-in period of 18 months)

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Registered Office: Sapient Consulting Private Limited 17th Floor, Urmi Estate, Tower A, 95, Gantpatrao Kadam Marg,
Lower Panel (West), Mumbai, Maharashtra, India, 400013



PRIVATE AND CONFIDENTIAL

March 08, 2019

Asjad Baig
By Hand

Dear Asjad

Confirming our discussions, we are pleased to extend to you a formal offer of employment at MSCI Services Private Limited (the "Firm"). Those who have had the opportunity to meet with you look forward to your joining the Firm. Your position will be that of an Analyst in the Applications Development Department.

TOTAL COMPENSATION

MSCI's compensation philosophy is based on the concept of Total Compensation.

Your Total Compensation will consist of a base salary, participation in the discretionary bonus plan as determined by the Firm in its sole discretion and subject to the terms and conditions of the discretionary bonus plan as in force from time to time.

Historically, discretionary year-end bonus awards have been made after the end of the fiscal year to which they relate. It is expressly agreed that a discretionary bonus at any point in time does not create an obligation of, or entitlement to, future year-end bonus payouts by the Firm.

Any discretionary bonus that may be awarded to you in your first year of employment will be prorated to reflect the date you commence employment. All payments are subject to applicable withholdings and deductions.

In your first year of employment, your actual Total Compensation will be pro-rated based on your actual length of service as determined by your start date. Your Total Compensation will be determined in INR.

For the fiscal year 2019, your CTC (cost to company) consists of your base salary (in the components shown below) plus employer's contribution to Provident Fund and Gratuity accrual (Defined Benefit):

Components	Amount	
A. Basic Salary	476,667.00	INR p.a.
B. Housing Allowance (includes optional Leave Travel Allowance)	177,733.00	INR p.a.
C. Conveyance Allowance	19,200.00	INR p.a.
D. Medical Allowance	15,000.00	INR p.a.
E. Meal Allowance	26,400.00	INR p.a.
F. Base Salary	715,000.00	INR p.a.
G. Firm's contribution to Provident Fund	57,200.00	INR p.a.
H. Gratuity accrual (Defined Benefit)	22,917.00	INR p.a.
Cost to Company	795,117.00	INR p.a.

12th & 13th Floor, IT Building No. 3 • Nesco IT Park, Nesco Complex • Goregaon (East)
Mumbai 400063 • India
T +91 22 6784 9120 • F +91 22 6784 9121

MSCI Services Private Ltd. CIN: U72900MH2004PTC145304



PRIVATE AND CONFIDENTIAL

March 08, 2019

Manupendra Tiwari
By Hand

Dear Manupendra

Confirming our discussions, we are pleased to extend to you a formal offer of employment at MSCI Services Private Limited (the "Firm"). Those who have had the opportunity to meet with you look forward to your joining the Firm. Your position will be that of an Analyst in the Applications Development Department.

TOTAL COMPENSATION

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D. Medical Allowance	15,000.00 INR p.a.
E. Meal Allowance	26,400.00 INR p.a.
F. Base Salary	715,000.00 INR p.a.
G. Firm's contribution to Provident Fund	57,200.00 INR p.a.
H. Gratuity accrual (Defined Benefit)	22,917.00 INR p.a.
Cost to Company	795,117.00 INR p.a.

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MSCI Services Private Ltd. CTR. U72900MH2004PTC145304.

Fr. CRCE
e-mail



Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>

Fwd: Campus hiring - Fr. Agnel C.R College of Engg, Bandra

1 message

TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in>

13 August 2018 at 09:32

To: Aasawari Namjoshi <aasawarinamjoshi14@gmail.com>, joel reuben <joel.reujoe@gmail.com>, Navil Rodrigues <rodriguesnavil@gmail.com>, Priyank Shah <priyank.shah998@gmail.com>, Bhanu Nadar <bhanu.nadar@gmail.com>, Edwin Clement <Edwinclement08@gmail.com>, niket athani <niketnariathani@gmail.com>, Nishant Seth <nishantseth41@gmail.com>, Rathil Vasani <rathilvasani@gmail.com>, rohitm13797@gmail.com, Omkar Joshi <omkarjoshi@gmail.com>, Tanvi Ranim <tanvi2881998@gmail.com>, Atharv Abhyankar <abhyankaratharv@gmail.com>, kiran chavan <chavankiran.12345@gmail.com>, Yayati Katkade <katkade277@gmail.com>

Bcc: jayen.Modi@fragnel.edu.in

Dear All,

Rest of the mail is Interactive brokers result.

Congrats to all selected.

Mahesh Sharma

Fr. Agnel's Fr. C.R. College of Engineering,

Fr. Agnel Ashram, Bandstand, Bandra(W),

Mumbai -400050

L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in



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

Hi Mahesh,

We have shortlisted below candidates from Fr. CRCE perhaps we are waiting for their final approval from US management and we will be able to confirm the same by 17th Aug.

Edwin Clement

Akash Palghadmal

In case of any query ,please get in touch .



www.interactivebrokers.com



Interactive Brokers Software Services (I) Pvt. Ltd.

Dated: Wednesday, July 03, 2019

LETTER OF APPOINTMENT and EMPLOYMENT AGREEMENT

Dear Akash Vishwas Palghadmal,

With reference to your application for employment and the subsequent interview with Interactive Brokers Software Services (India) Private Limited ("the Company"), an affiliate of IBG LLC, we are pleased to offer you the position of **Junior Software Engineer** contingent on the following terms and conditions:

1. Place of posting

Your initial place of posting is **Mumbai**. However, you are liable to be transferred at any time to any place of business of the Company as existing/operating presently or acquired or set up later in any part of India or abroad. You are also liable to be deputed to any work or assigned the works of any associate/affiliates, subsidiaries or any other companies/concerns/ organisations/firms with whom the Company may have or make business arrangements.

2. Effective Date / Hours of Employment

Your employment will commence from **Monday, July 15, 2019**. You will ensure that your prior employment has ceased, and that you have been duly discharged by your last employer. Your hours of employment will be for 9 hours per day and may be subject to change from time to time as we have 24 - hours operations.

3. Compensation

Your compensation details pertaining to monthly / annual allowances, reimbursements, benefits and perquisites shall be to a Gross Value annual rate of **650,000/-** to the company. In addition, you will be entitled to discretionary performance-based incentives and/or bonus.

Cost to Company (CTC): Your detailed cost to company break-up is listed in Annexure 2.

Tax: It is your responsibility to meet all requirements under the Indian tax laws including payment of taxes and filing of returns. The Company shall deduct tax at source ("TDS") on any payments under this appointment that require such deduction to be made by the Company as employer in accordance with Indian tax laws.

- You shall treat all the clients and service seekers with respect and dignity.
- You shall maintain the confidentiality of all the information that is communicated to you, or, you are privy to, this in no case shall be communicated to any third party outside the Company.
- You cannot use any information, candidate database, client specific information outside your employment or within three years of leaving the Company.
- You shall report your actions on job every day to your reporting authority, as an end of the day report, a continuous failure to do so can lead to termination of employment.
- Other actions that can lead to termination of employment (not limited to) the following:
 - o Misuse of facilities like Internet, Telephone etc.
 - o Embezzlement, defalcation, misuse of company money etc.



Interactive Brokers Software Services (I) Pvt. Ltd.

Annexure 2: Cost to Company (CTC) Details

Employee Name	Akash Vishwas Palghadmal	
Designation	Junior Software Engineer	
Pay Heads	Annually	Monthly
Basic	₹260,000	₹21,667
HRA - House Rent Allowance	₹130,000	₹10,833
LTA - Leave Travel Allowance	₹60,000	₹5,000
Telephone Reimbursement	₹24,000	₹2,000
Flexible Benefit Plan	₹176,000	₹14,667
Gross Salary	₹650,000	₹54,167
Food card	₹50,400	₹4,200
Company PF	₹31,200	₹2,600
Gratuity	₹12,500	₹1,042
Medical Insurance	₹20,000	₹1,667
Life Insurance	₹1,000	₹83
Cost to Company (CTC)	₹765,100	₹63,758

Place: _____ Signature: _____
 Date: _____ Name: _____



Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>

Fwd: Campus recruitment program - CarWale

1 message

TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in>

29 August 2018 at 15:08

To: Aasawari Namjoshi <aasawarinamjoshi14@gmail.com>, joel reuben <joel.reujoe@gmail.com>, Navil Rodrigues <rodriguesnavil@gmail.com>, Priyank Shah <priyank.shah998@gmail.com>, Bhanu Nadar <bhanu.nadar@gmail.com>, Edwin Clement <Edwinclement08@gmail.com>, niket athani <niketnariathani@gmail.com>, Nishant Seth <nishantseth41@gmail.com>, Rathil Vasani <rathilvasani@gmail.com>
Bcc: jayen.Modi@fragnel.edu.in

Dear All,
Result of Carwale.com recruitment process.
All selected students must fill up the form provided in the mail immediately.
This is required to process offer letter.

Mahesh Sharma

**Fr. Agnel's Fr. C.R. College of Engineering,
Fr. Agnel Ashram, Bandstand, Bandra(W),
Mumbai -400050**

L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in



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

Dear Sir,

Greetings!

I would like to take an opportunity to thank you and your entire team for all the arrangements and coordination done for placement. The students were great and we loved the environment, energy and passion. They are were thriving and ambitious. Off the entire day journey we have selected 4 candidates.

Below are the name of the students :

- 1) Rashmi Balasaheb Pawar
- 2) Joel Michael Dsouza
- 3) Bhanugoban Nadar
- 4) Aniket Walse

We shall send you the offer detail by Monday, 30th August 2018.

Kindly fill in the details required of selected candidates in the below given link to process the offer letter.

https://docs.google.com/forms/d/1ouShc_BbTF8CeIUueuX98Q51nb1cAWeyHKBp3wggQns/edit

Thank you once again for the wonderful hospitality and service. Please feel free to contact me should you arise with any other query.

OFFER LETTER

To,
Joel Michael Dsouza
A-302, Jonna Villa, Kumbarwada,
Manickpur Vasai West-401202

29th August 2018

Sub: Offer letter for the position of Software Development Engineer- I.

Dear Joel Dsouza,

We are pleased to offer you the position of Software Development Engineer- I at Automotive Exchange Private Limited.

About CarWale

CarWale was founded in 2005 and for more than a decade has worked relentlessly to make car buying simple. Today we garner the most number of visits, attract the largest number of car and two wheeler buyers on our platform and have built the largest network of dealers to serve these buyers and consumers. We still have a long way to go and believe we have the opportunity to build one of the globally leading automotive companies in this part of the world.

Over the years, CarWale has been recognized by Red Herring in the Top 100 Asian companies twice (2007 and 2009), one of its co-founders listed as one of the Top 25 Young Entrepreneurs of Asia by Business Week USA and among India's Top 3 Innovative Consumer Companies at the TiE Summit, December 2009.

Our Culture

We offer a great collaborative work culture, flat organization structure with no bureaucracy. This is an opportunity to be a part of a high caliber team and to significantly contribute your ideas and influence growth of the company. What you will not find here is the formal management structures, bureaucracy and tightly defined guidelines for performing in your role. What you will find is a free-hand approach to help you achieve your goals, and authority that is commensurate with responsibility.

Offer herein is an indicative of company's intent and is subject to your confirmation in agreement.

Compensation:

Particulars	Description	Monthly	Amount
Basic Salary	40% of Fixed Salary	23,473	281,674
HRA	50% of Base Pay	11,736	140,837
Conveyance	This is applicable as per IT rule	1,600	19,200
Medical Allowance	This is applicable as per IT rule	1,250	15,000
Special Allowances	Balancing Figure	20,623	247,474
Gross Salary		58,682	704,185
Provident Fund	Employers contribution	1,800	21,600
Gratuity (Accrual Only)	4.80% of Base Pay	1,129	13,549
Accident Insurance		25	300
Mediclaime Premium		864	10,366
Cost to Company		62,500	750,000

** Premium amounts are subject to exact age of dependents

Taxes: Please note that all amounts payable to you as compensation shall be subject to deduction of tax & or other deductions as are required by laws for the time being in force.

Leave Guidelines

We have leave guidelines that encourage associates to avail 25 leaves after completion of their probation, under various categories other than 10 public holidays. However, employees are free to avail more leaves if they need to in consent with their manager. No salaries are deducted for any amount of leaves unless Manager believes that performance has been adversely affected. To summarize, we have only guidelines for leaves and all that matters is your performance and not how many days you turn up at work.

Others

At the time of your joining you are requested to submit followings to complete formalities:

1. Proof of Age
2. Certified true copies of your Educational / Professional Qualifications/Certificates
3. Experience Certificate(s).
4. Copy of relieving letter or acknowledgement of resignation letter from your last employer.
5. Last Salary Slip / Certificate / Contract.
6. Residence Proof.
7. Latest 3 Photograph (Passport Size)

Talent Team will coordinate to complete various formalities on your joining. On submission of your Joining Report and Documents mentioned above, you will be issued a formal letter of Appointment explaining the terms & conditions which will be binding on both the sides.

We look forward to get your consent on this offer and invite you for a rewarding career!

Warm regards,

Talent Division
Automotive Exchange Private Limited
www.carwale.com

Finance Division
Automotive Exchange Private Limited

OFFER LETTER

To,
Aniket Sunil Walse
A/P: Nirgudsar, Tal: Ambegaon,
Dist: Pune, Pin: 412406

29th August 2018

Sub: Offer letter for the position of Software Development Engineer- I.

Dear Aniket Sunil Walse,

We are pleased to offer you the position of Software Development Engineer- I at Automotive Exchange Private Limited.

About CarWale

CarWale was founded in 2005 and for more than a decade has worked relentlessly to make car buying simple. Today we garner the most number of visits, attract the largest number of car and two wheeler buyers on our platform and have built the largest network of dealers to serve these buyers and consumers. We still have a long way to go and believe we have the opportunity to build one of the globally leading automotive companies in this part of the world.

Over the years, CarWale has been recognized by Red Herring in the Top 100 Asian companies twice (2007 and 2009), one of its co-founders listed as one of the Top 25 Young Entrepreneurs of Asia by Business Week USA and among India's Top 3 Innovative Consumer Companies at the TiE Summit, December 2009.

Our Culture

We offer a great collaborative work culture, flat organization structure with no bureaucracy. This is an opportunity to be a part of a high caliber team and to significantly contribute your ideas and influence growth of the company. What you will not find here is the formal management structures, bureaucracy and tightly defined guidelines for performing in your role. What you will find is a free-hand approach to help you achieve your goals, and authority that is commensurate with responsibility.

Offer herein is an indicative of company's intent and is subject to your confirmation in agreement.

OFFER LETTER

To,
Bhanugoban Nadar
Room No:1710, S.R.A Tower Dr. Ambedkar,
Link Road Simpoli Borivali (W) Mumbai-400092

29th August 2018

Sub: Offer letter for the position of Software Development Engineer- I.

Dear Bhanugoban Nadar,

We are pleased to offer you the position of Software Development Engineer- I at Automotive Exchange Private Limited.

About CarWale

CarWale was founded in 2005 and for more than a decade has worked relentlessly to make car buying simple. Today we garner the most number of visits, attract the largest number of car and two wheeler buyers on our platform and have built the largest network of dealers to serve these buyers and consumers. We still have a long way to go and believe we have the opportunity to build one of the globally leading automotive companies in this part of the world.

Over the years, CarWale has been recognized by Red Herring in the Top 100 Asian companies twice (2007 and 2009), one of its co-founders listed as one of the Top 25 Young Entrepreneurs of Asia by Business Week USA and among India's Top 3 Innovative Consumer Companies at the TIE Summit, December 2009.

Our Culture

We offer a great collaborative work culture, flat organization structure with no bureaucracy. This is an opportunity to be a part of a high caliber team and to significantly contribute your ideas and influence growth of the company. What you will not find here is the formal management structures, bureaucracy and tightly defined guidelines for performing in your role. What you will find is a free-hand approach to help you achieve your goals, and authority that is commensurate with responsibility.

Offer herein is an indicative of company's intent and is subject to your confirmation in agreement.

Compensation:

Particulars	Description	Monthly	Amount
Basic Salary	40% of Fixed Salary	23,520	282,244
HRA	50% of Base Pay	11,760	141,122
Conveyance	This is applicable as per IT rule	1,600	19,200
Medical Allowance	This is applicable as per IT rule	1,250	15,000
Special Allowances	Balancing Figure	20,670	248,044
Gross Salary		58,801	705,611
Provident Fund	Employers contribution	1,800	21,600
Gratuity (Accrual Only)	4.80% of Base Pay	1,131	13,576
Accident Insurance		25	300
Mediclaim Premium		743	8,913
Cost to Company		62,500	750,000

** Premium amounts are subject to exact age of dependents

Taxes: Please note that all amounts payable to you as compensation shall be subject to deduction of tax & or other deductions as are required by laws for the time being in force.

Leave Guidelines



Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>

Fwd: || Selected Candidates_Fr Agnels ||

1 message

TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in>

To: Aasawari Namjoshi <aasawarinamjoshi14@gmail.com>, joel reuben <joel.reujoe@gmail.com>, Navil Rodrigues <rodriguesnavil@gmail.com>, priyank.shah998@gmail.com>, Bhanu Nadar <bhanu.nadar@gmail.com>, Edwin Clement <Edwinclement08@gmail.com>, niket athani <nishantseth41@gmail.com>, Rathil Vasani <rathilvasani@gmail.com>

Bcc: jayen.Modi@fragnel.edu.in

Dear All,

TIAA result is in the rest of the mail.

Mahesh Sharma

Fr. Agnel's Fr. C.R. College of Engineering,

Fr. Agnel Ashram, **Bandstand, Bandra(W)**,

Mumbai -400050

L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in



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



Greetings from TIAA!

It was a pleasure having all your students for the campus drive. Hope it was a memorable experience

Thanks to each one of them who assisted us in such a smooth & well planned structure

The pleasant hospitality & all the support from student coordinators was truly commendat

Sharing the list of selected students:-

1	Ashley Antony - Vashi	Male
2	Gunjan Madhukar Munde - Bandra	Male
3	Ashutosh Mishra - Bandra	Male

TIAA India sends their heartiest congratulations to all these candidates!

Looking forward to a great partnership with them in the times to come.

Thanks & Regards,



Put the Customer First | Value Our People | Act with Integrity | Deliver Excellence | Take Personal Accountability | Operate as One Team

This e-mail may contain confidential or privileged information.
If you are not the intended recipient, please notify the sender immediately and then delete it.

TIAA



TIAA Global Business Services (India) Private Limited

Registered office: OFF NO 10th
Floor, North and South
Tower, Godrej One Godrej Soap
Industrial Area, Vikhroli East Mumbai
Mumbai City MH 400079 IN

CIN: U72901MH2016FTC279876
Phone: +91 226 229 8000
Email: tiaagbs_info@in.tiaa.org

May 31, 2019

Ashutosh Vinod Mishra
Masjid Terrace, 1st Floor,
Reay Raod,
Mazgaon,
Mumbai – 400010,
Maharashtra.

Dear Ashutosh:

It is with great pleasure that we extend you an offer of employment at TIAA Global Business Services (India) Private Limited ("GBS") or ("the Company"), which is a subsidiary of Teachers Insurance and Annuity Association of America ("TIAA") incorporated in India. This offer is subject to the following terms and conditions:

1. Position and Probation

- 1.1 You will assume the responsibility of Trainee, with a start date on or before July 1, 2019 as discussed with your Human Resource representative.
- 1.2 Your place of joining shall be at either of the office locations of the Company (Mumbai/Pune), at the sole discretion of the Company.
- 1.3 Your employment will be contingent upon the successful completion of three sixty-five (365) days initial probationary period, which period shall commence from the date of your joining the Company. Notwithstanding anything stated in section 6.1 herein, during the probationary period your employment can be terminated by either you or GBS giving to the other thirty (30) days of notice in writing. If your performance is satisfactory to the Company during this probationary period, then notice of termination by either party shall be extended after the probationary period to the period of time specified in Section 6.1. The Company may also choose to extend such probationary period, in accordance with law.
- 1.4 The normal hours of work at GBS are forty-five (45) per week, Monday through Friday, and will be established for you by your manager. Subject to applicable laws, however, actual working hours, their timing and weekly holidays may vary with the duties and requirements of your position consistent with a 24 x 7 multi-shift work environment and other business needs as GBS may specify.



Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>

Fwd: TCS Digital Interview Results - Fr. Consceicao Rodrigues College of Engg - Bandra

1 message

TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in>

26 July 2018 at 10:12

To: Aasawari Namjoshi <aasawarinamjoshi14@gmail.com>, joel reuben <joel.reujoe@gmail.com>, Navil Rodrigues <rodriguesnavil@gmail.com>, Priyank Shah <priyank.shah998@gmail.com>, Bhanu Nadar <bhanu.nadar@gmail.com>, Edwin Clement <Edwinclement08@gmail.com>, niket athani <niketnariathani@gmail.com>

Bcc: jayen.Modi@fragnel.edu.in

Dear All,

TCS Digital Hiring result is in the rest of the mail.

Congratulations to all selected.

Mahesh Sharma
Fr. Agnel's Fr. C.R. College of Engineering,
Fr. Agnel Ashram, Bandstand, Bandra(W),
Mumbai -400050
L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in



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

Dear Mahesh Sir,

Greetings from Mumbai Campus team !!

Congratulations, the listed students have been selected from Fr. Consceicao Rodrigues College of Engg for TCS Digital hiring.

We are looking at releasing the offers by this week.

Reference Id	Candidate Name
CT20182453811	Vikramsingh Rathod
CT20182453497	Joshua Noronha
CT20182485823	Gopesh Rajderkar

Thanks & Regards,

Mumbai Region - Campus Recruitment
Tata Consultancy Services Limited
Yantra Park -(STPI), 2nd Pokharan Road,
Opp HRD Voltas Center, Subash Nagar

Thane - 400601, Maharashtra



Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>

Fwd: ZS Associates | Campus Recruitment 2018-19 Offers: Fr. Agnel

1 message

TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in>

13 August 2018 at 09:13

To: Aasawari Namjoshi <aasawarinamjoshi14@gmail.com>, joel reuben <joel.reujoe@gmail.com>, Navil Rodrigues <rodriguesnavil@gmail.com>, Priyank Shah <priyank.shah998@gmail.com>, Bhanu Nadar <bhanu.nadar@gmail.com>, Edwin Clement <Edwinclement08@gmail.com>, niket athani <niketnariathani@gmail.com>, Nishant Seth <nishantseth41@gmail.com>, Rathil Vasani <rathilvasani@gmail.com>, rohitm13797@gmail.com, Omkar Joshi <omkarjoshi@gmail.com>, Tanvi Ranim <tanvi2881998@gmail.com>, Atharv Abhyankar <abhyankaratharv@gmail.com>, kiran chavan <chavankiran.12345@gmail.com>, Yayati Katkade <katkade277@gmail.com>

Bcc: jayen.Modi@fragnel.edu.in

Dear All,

Rest of the mail is about ZS result.

Congrats to all selected students.

All 4 selected students must fill in the attached sheet and mail me latest by today 8:00 PM.

Mahesh Sharma

Fr. Agnel's Fr. C.R. College of Engineering,

Fr. Agnel Ashram, Bandstand, Bandra(W),

Mumbai -400050

L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in



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

Dear T&P Team,

Hope you are well. It gave us immense pleasure to conduct campus recruitment event for **Fr. Agnle College of Engineering** for the year 2018-19. We are glad to announce that we have been able to make **4 Offers** from your esteemed college.

Please find below the name of the offered student:

Sr. No.	Name	Role
4	Sussan Chackalamuriyi	Business Technology Analyst
7	Atharva Unmesh Raut	Business Technology Analyst
9	Suparna S. Shetty	Business Operations Analyst
10	Gaurav Verma	Business Operations Analyst

We would like to thank you for all the help rendered in conducting a smooth recruiting process at your institute.

Please feel free to reach out to us for any queries you might have.

Best,



ZS Offers Data 2018-19.xlsx

9K



ZS Associates India Pvt. Ltd.
World Trade Center,
Tower 3 Kharadi
Pune - 411014
Maharashtra, India
T | +91 20 6739 5000
F | +91 20 6739 5001
www.zs.com
SALES + MARKETING

CONFIDENTIAL

16 November 2018

Gaurav Verma
C/O Haresh Koli, Room 2,
Opp. Harbadevi Temple, Madh Island,
Malad (W), Mumbai 400061.

Dear Gaurav:

We are pleased to extend you an offer to join ZS Associates India Private Ltd. ('ZS') as a Business Operations Associate. We hope that you give this opportunity with ZS serious consideration.

Your joining location at 'ZS' will be driven by business needs that arise closer to your actual joining. We will try to align your joining location preference to the best we can manage however; it could be either Pune or Delhi office. We will confirm joining location closer to the actual joining date.

ZS has a very special culture of collaboration and innovation. We focus our attention on producing client work of outstanding quality, and we share a belief in learning, self-improvement and expertise as a means to achieving that quality.

Salary: Your annual gross salary will be INR 550,000, inclusive of your basic, fixed allowances and provident fund contributions; all associates are paid on the last working day of every month. Details of the compensation break up and office specific benefits will be shared with you closer to your joining after an office location has been finalized for you.

Performance Bonus: ZS associates receive performance bonuses at the end of each year, based on eligible wages earned during the calendar year. In your joining year, this bonus will be up to 10% of your base salary income earned. Your performance and the company's results will determine your incentive compensation. All bonuses are determined at the discretion of ZS, and are subject to all standard withholding taxes.

Emerging Leader Reward Program: The expertise you gain over your tenure is valuable to ZS and we recognize your continued commitment and progression toward becoming a future leader in the firm. ZS rewards this expertise through a tenure-based incentive which begins at your two-year anniversary. Payout details can be found in Appendix 1.

All bonuses are determined at the discretion of ZS, and are subject to all standard withholding taxes.



Provident Fund: When you begin employment with ZS, you will be enrolled in a Provident Fund account. The primary objective of this program is to provide long-term financial security for ZS employees, while reducing current tax exposure. Personal contributions to the account of up to 12% of basic salary will be deducted from your gross salary; the firm makes matching contributions to your account.

Gratuity: After you complete five years of continuous service, ZS will pay 15 days' salary for every completed year of service at the time of retirement or separation. The maximum amount payable is governed by the Gratuity Law.

In addition to components of the offer detailing direct compensation described above, this offer also includes elements describing non-cash benefits of employment with ZS. You will be eligible for all of the following benefits as of your start date with ZS. Benefits described are subject to taxes based on the prevailing government guidelines.

Annual Leave, Holidays and Sick Time: We provide 25 days of paid annual leave per year, inclusive of privilege and casual leave, on a pro-rata basis. Any accrued annual leave balance in excess of 10 days is encashed each January. In addition, ZS has designated paid holidays and permits up to seven paid sick days per year.

Insurance: We offer a group insurance plan to cover hospitalization expenses for employees and up to three direct family members residing in the same household. Additionally, ZS pays for an annual Executive Health Check. ZS provides accident insurance and business travel insurance for employees. ZS also provides life insurance coverage in the amount of three times your annual gross salary, with ZS paying these premiums in full.

Meals and Transportation: ZS provides meals during regular working hours and based on project needs. ZS also arranges shared daily commute transit for employees within defined geographic zones. For details please refer to Appendix 2.

Broadband access: ZS will provide a broadband allowance of INR 1,500 per month through payroll. We will also reimburse a one-time 'installation charge' of INR 500 against the receipt from your broadband service provider. We expect that you install a high-speed broadband connection at home to enable you to work remotely for project demands, and recommend at least a 2.0 MBPS wired connection. ZS retains the right to conduct random audits to ensure appropriate use of the allowance.

Finally, the following elements of your offer relate to logistics: getting you to ZS and getting you started.

Relocation: We will provide relocation assistance to help you move closer to your ZS office. If you are relocating from another city, ZS provides the following support:

- Upon your arrival, ZS will provide up to 2 weeks (14 days) of temporary guest house accommodation on a twin sharing basis. ZS will direct pay the guest house accommodation.



- ZS will provide a onetime relocation allowance of INR 60,000 to Associates through the second month's payroll. If you do not complete one full year (12 months) of continuous full-time employment with ZS, then you agree to refund the relocation allowance and the expenses incurred for the accommodation and travel entirely. The relocation allowance is considered taxable income.

If you are relocating within cities, ZS will provide you with a relocation allowance if you wish to relocate closer to the office. For more details, please free to contact Akanksha Jaiswal (Akanksha.Jaiswal@zs.com) if you will be relocating within Delhi or Seema Barage (Seema.Barage@zs.com) if you will be relocating within Pune.

Confidentiality and Employment Agreement: Our work at ZS often involves the use of confidential information of our clients, as well as the development and use of ZS proprietary software and processes. In order for you to start employment with ZS, you will be required to sign the employment agreement. If you have questions regarding this agreement, please do not hesitate to ask.

ZStart and Orientation: New associates who begin employment between ZStart sessions participate in an office-based Orientation program to gain a basic understanding of ZS culture and work. The ZStart Academy program, held several times per year is designed to provide a deeper view of the issues you will solve and the skills you will develop at ZS. Both session provide an excellent opportunity to get to know other new ZS associates.

Start Date and Formalities: We prefer that individuals start employment with ZS on Mondays. Once you accept our employment offer, a Human Resources representative will contact you to finalize a start date.

This offer is subject to verification of original certificates of educational qualifications and other documents listed below. At the time of joining, you are required to bring the following:

- Original certificates of all educational qualifications, each with a photocopy
- Adhaar Card
- Proof of age (Pan Card or Passport photocopy)
- Relieving letter photocopy
- Photocopy of the latest salary slip from your current employer (if employed)
- Two passport-size photographs

We are pleased by the possibility of you starting your ZS career in this position. If you decide to accept this offer, please sign this letter electronically through DocuSign to return it to us. Should you decide not to accept, please decline through DocuSign so that your offer is closed.

Please know that we would like to hear from you regarding your decision as soon as possible. We will consider this offer to be valid until **17 December 2018**.



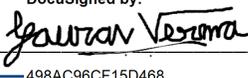
The elements of this offer are personal and specific to you, and accordingly, we do not consider them appropriate to be shared with colleagues or the general public. All details conveyed in this offer are based on our understanding of your **expected completion of degree program**, availability and likely start timing. We describe benefits and conditions currently in force as of today and expected to be ongoing at the time you join. If, in the course of your interviews, we solicited references or indicated the need for a background check, this offer is contingent upon successful completion of reference and/or background checks. If you have any questions about any of the elements of this offer, or would like to discuss the job further, please do not hesitate to call me.

We look forward to you joining ZS and helping ZS (and you!) continue to grow and prosper in the future!

Sincerely,

A handwritten signature in black ink that reads 'Tarun'.

Tarun Pandey
Office Managing Principal

DocuSigned by:
Signature: 
498AC96CF15D468...
Name as it appears on PAN card or passport: GAURAV VERMA
Date Signed: 11-Dec-2018 | 2:46 AM PST



APPENDIX 1

Emerging Leaders Reward Program (ELRP) – Payout schedule

Payout months	Tenure in Months						Total = INR 300,000
	At the end of the Quarter of 24 th month	At the end of the Quarter of 30 th month	At the end of the Quarter of 36 th month	At the end of the Quarter of 42 th month	At the end of the Quarter of 48 th month	At the end of the Quarter of 54 th month	
	INR 40,000	INR 40,000	INR 50,000	INR 50,000	INR 60,000	INR 60,000	

ELRP payout only occurs if an individual is actively employed at the time of payout (end of calendar quarter).



Benefit Details

Convenience Benefits:

- **Local Transportation:** A shared pickup and drop from residence to office for all employees residing within defined zones.
- **Advance toward Home Deposit:** An interest free advance up to INR 75,000 against lease agreement, recovered over a period of 06 months through payroll.

Health and Wellness Benefits:

- **Group Medical Insurance:** A Sum Assured of INR 300,000 for Associates, Associate Consultants and Consultants and INR 400,000 for Managers and above. Employee can nominate up to 3 dependent family members
- **Life Insurance Coverage:** 3 times your annual gross salary
- **Accident Policy:** A Sum Assured of INR 1,000,000
- **Executive Health Checkup:** Annual Executive Health Checkup facility through a leading hospital chain for all employees and their spouses
- **Meals:** Breakfast, Lunch, Dinner and Snacks served in office on all working days
- **Leaves:** 25 days of vacation per calendar year and up to 7 days of sick leave on Pro-rata basis



APPENDIX 2

Local Transport Service – Pune

Please find below details related to the daily shared transportation service which is a part of the non-cash benefits.

Local Transport Service	
<p>We have broadly divided the Pune region into 3 zones. Please note that this list, while comprehensive, is by no means exhaustive. If you are planning to relocate to or are currently residing in Pune, we recommend that you find housing ideally within Zone 1 (the preferred locations), or within Zone 2 (other localities some distance away from the office). If you choose to live in one of the Zone 3 localities, you would need to come to the closest “pickup node” by a specific time, and ZS transport would be provided to bring you to the office from this location. This is the current transport arrangement and zoning, however do note that this arrangement may change in the future based on business needs.</p>	
Zone 1: Ideal	Viman Nagar, Kharadi, Lulla Nagar, Wanowrie, Fatima Nagar, BT Kawade Rd., Sopan Baug, WadgaonSheri, Brahma (Majestic, Avenue, Exuberance, Estate, Angan), NIBM Road, Salunke Vihar, Shastri Nagar, Kalyani Nagar, Hadapsar, Salisbury Park, Camp, Koregaon Park and Mundwa
Zone 2: Acceptable	S B Road, Gokhale Nagar, Erandawane, Deccan Gymkhana, Shivaji Nagar, Katraj, Bharti Vidyapeth, Dhankawadi, Bibwewadi, Karve Nagar, Kothrud, Paud Road, Karve Road, Paud Phata, Prabhat Road, Vishrantwadi, Handewadi, Sahakar Nagar, Mukund Nagar, Shaniwar Peth, Mandai and Shukrawar Peth
Zone 3: No Service	Bhosari, Dhanori, Pimple Saudagar, Pimple Gurav, Old Sanghvi, Sus Road, Pashan Road, Bavdhan, Warje, Dhayari, Narhe, Sinhagad Rd., Phursungi, Nigdi, Akurdi, Chinchwad, Pimpri, Thergaon, Wakad, Balewadi, Baner and Aundh

For more details on the transportation guidelines, please feel free to contact Mark Gaikwad (mark.gaikwad@zs.com) from the transport team.



Local Transport Service - Delhi

Please find below details related to the daily shared transportation service which is a part of the non-cash benefits.

Local Transport Service	
<p>We have broadly divided the New Delhi region into 3 zones. Please note that this list, while comprehensive, is by no means exhaustive. If you are planning to relocate to, or current reside in, New Delhi, we recommend that you find housing ideally within Zone 1 (the preferred locations) or within Zone 2 (other localities some distance away from the office). If you choose to live in one of the Zone 3 localities, you would need to come to the closest "pickup node" by a specific time, and ZS transport would be provided to bring you to the office from this location.</p>	
<p>Zone 1: Ideal</p>	<p>Entire Gurgaon region</p>
<p>Zone 2: Acceptable</p>	<p>South Delhi, Central Delhi, West Delhi and East Delhi Locations</p> <p>The following areas will not be considered to be part of this region: Anand Parvat, Sadar Bajar, Darya Ganj, Chandini Chowk, Sabji Mandi, Chawdi Bazar, Pahad Ganj, Jama Masjid, Jahangir, Puir, Adarsh Nagar, Model Town, Timar Pur, Mukharjee Nagar, Kingsway Camp, Wazir Bad, Wazir Pur, Buradi, Narela, Samay Pur Badli, Rithala, Nangloi, Mangol Puri, Bhajan Pura, Sarai Kale Kha, Yamuna Vihar, Dilshag Garden, Shahadra, Gandhi Nagar, Seelam Pur, Krishna Nagar, Geeta Colony, Shastri Nagar, Seema Puri, Loni Road, Suraj Mal Vihar, Jhil Mil Colony, Mundka, Karawal Nagar, Dayal Pur, Sonia Vihar, Vivek Vihar, Jagar Puri, Madan Pur Khadar, Sarita Vihar, Badar Pur, Jasola Vihar, Taj Pur, Meetha Pur, Tuglaka Bad, Azad Pur, Ballabh Garh, Bahadur Garh, Najafgarh, Rewari, Tawdu, Sohna, Manesar.</p>
<p>Zone 3: No Service</p>	<p>Noida, Gaziabad, Faridabad or other areas not covered in the Ideal and Acceptable zone</p>

For more details on the transportation guidelines, please feel free to contact Gautam Negi (gautam.negi@zs.com) from the transport team.



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Pune - 411014
Maharashtra, India
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www.zs.com
SALES + MARKETING

CONFIDENTIAL

16 November 2018

Susan Thomas Chackalamuriyil
303-Daze, Pawan Baug Road,
Malad(West), Mumbai 400 064.

Dear Susan:

We are pleased to extend you an offer to join ZS Associates India Private Ltd. ('ZS') as a Business Technology Analyst. We hope that you give this opportunity with ZS serious consideration.

Your joining location at 'ZS' will be driven by business needs that arise closer to your actual joining. We will try to align your joining location preference to the best we can manage however; it could be either Pune or Delhi office. We will confirm joining location closer to the actual joining date.

ZS has a very special culture of collaboration and innovation. We focus our attention on producing client work of outstanding quality, and we share a belief in learning, self-improvement and expertise as a means to achieving that quality.

Salary: Your annual gross salary will be INR 550,000, inclusive of your basic, fixed allowances and provident fund contributions; all associates are paid on the last working day of every month. Details of the compensation break up and office specific benefits will be shared with you closer to your joining after an office location has been finalized for you.

Performance Bonus: ZS associates receive performance bonuses at the end of each year, based on eligible wages earned during the calendar year. In your joining year, this bonus will be up to 10% of your base salary income earned. Your performance and the company's results will determine your incentive compensation. All bonuses are determined at the discretion of ZS, and are subject to all standard withholding taxes.

Emerging Leader Reward Program: The expertise you gain over your tenure is valuable to ZS and we recognize your continued commitment and progression toward becoming a future leader in the firm. ZS rewards this expertise through a tenure-based incentive which begins at your two-year anniversary. Payout details can be found in Appendix 1.

All bonuses are determined at the discretion of ZS, and are subject to all standard withholding taxes.

Impact where it matters.



October 29, 2018

Ms. Fascel Fernandes

Email id: fasfdes297@gmail.com | Phone no: +91- 9833290924

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Fascel,

With reference to your campus interview held on the August 31, 2018, we are pleased to offer you the position of **Data Engineer** with the total package of Rs. 6,50,000 per annum (Rupees Six Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	5,50,000
Performance Linked Incentive	1,00,000
Total Package	6,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01,2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas / degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
3. Proof of Current Address
4. PAN Card (3 copies)
5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Fascel Fernandes

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	5,50,000
Performance Linked Incentive	1,00,000
Total CTC	6,50,000

Indicative Break-up of the remuneration:			
<u>Fixed Components :</u>		Amount (Rs.)	
		Annual	Monthly
I.	Basic	2,75,000	22,917
II.	HRA	1,37,496	11,458
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	22,908	1,909
VI.	Special Pay	80,396	6,700
A.	Gross Salary	5,50,000	45,833

<u>Deductions :</u>			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	13,224	1,102
III.	Professional Tax	2,500	200
B.	Total Deductions	37,224	3,102
C.	Net Salary (A - B)	5,12,776	42,731

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	42,731
Deductions	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	40,931

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Fascel Fernandes



October 29, 2018

Ms. Anisha Gharat

Email id: anisha.gharat@gmail.com | Phone no: +91- 9870011512

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Anisha,

With reference to your campus interview held on the August 31, 2018, we are pleased to offer you the position of **Platform Engineer** with the total package of Rs. 7,50,000 per annum (Rupees Seven Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	6,50,000
Performance Linked Incentive	1,00,000
Total Package	7,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01,2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas / degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
3. Proof of Current Address
4. PAN Card (3 copies)
5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Anisha Gharat

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	6,50,000
Performance Linked Incentive	1,00,000
Total CTC	7,50,000

Indicative Break-up of the remuneration:			
Fixed Components :		Amount (Rs.)	
		Annual	Monthly
I.	Basic	3,25,000	27,083
II.	HRA	1,62,504	13,542
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	27,072	2,256
VI.	Special Pay	1,01,224	8,435
A.	Gross Salary	6,50,000	54,167

Deductions :			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	15,636	1,303
III.	Professional Tax	2,500	200
B.	Total Deductions	39,636	3,303
C.	Net Salary (A - B)	6,10,364	50,864

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	50,864
Deductions	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	49,064

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Anisha Gharat



October 29, 2018

Mr. Rawl Lopes

Email id: rawllopes@gmail.com | Phone no: +91- 0

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Rawl,

With reference to your campus interview held on the August 05, 2018, we are pleased to offer you the position of **Software Developer** with the total package of Rs. 7,50,000 per annum (Rupees Seven Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	6,50,000
Performance Linked Incentive	1,00,000
Total Package	7,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01,2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas / degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
3. Proof of Current Address
4. PAN Card (3 copies)
5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Rawl Lopes

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	6,50,000
Performance Linked Incentive	1,00,000
Total CTC	7,50,000

Indicative Break-up of the remuneration:			
Fixed Components :		Amount (Rs.)	
		Annual	Monthly
I.	Basic	3,25,000	27,083
II.	HRA	1,62,504	13,542
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	27,072	2,256
VI.	Special Pay	1,01,224	8,435
A.	Gross Salary	6,50,000	54,167

Deductions :			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	15,636	1,303
III.	Professional Tax	2,500	200
B.	Total Deductions	39,636	3,303
C.	Net Salary (A - B)	6,10,364	50,864

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	50,864
Deductions	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	49,064

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Rawl Lopes



October 29, 2018

Mr. Melburne Rodrigues

Email id: melburne42@gmail.com | Phone no: +91- 9833670578

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Melburne,

With reference to your campus interview held on the August 31, 2018, we are pleased to offer you the position of **Platform Engineer** with the total package of Rs. 7,50,000 per annum (Rupees Seven Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	6,50,000
Performance Linked Incentive	1,00,000
Total Package	7,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01, 2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas/ degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
3. Proof of Current Address
4. PAN Card (3 copies)
5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Melburne Rodrigues

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	6,50,000
Performance Linked Incentive	1,00,000
Total CTC	7,50,000

Indicative Break-up of the remuneration:			
Fixed Components :		Amount (Rs.)	
		Annual	Monthly
I.	Basic	3,25,000	27,083
II.	HRA	1,62,504	13,542
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	27,072	2,256
VI.	Special Pay	1,01,224	8,435
A.	Gross Salary	6,50,000	54,167

Deductions :			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	15,636	1,303
III.	Professional Tax	2,500	200
B.	Total Deductions	39,636	3,303
C.	Net Salary (A - B)	6,10,364	50,864

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	50,864
Deductions	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	49,064

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Melburne Rodrigues



October 29, 2018

Ms. Pradnya Borkar

Email id: pradnyaborkar90@gmail.com | Phone no: +91- 8097753132

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Pradnya,

With reference to your campus interview held on the August 31, 2018, we are pleased to offer you the position of **Platform Engineer** with the total package of Rs. 7,50,000 per annum (Rupees Seven Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	6,50,000
Performance Linked Incentive	1,00,000
Total Package	7,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01,2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas / degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
3. Proof of Current Address
4. PAN Card (3 copies)
5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Pradnya Borkar

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	6,50,000
Performance Linked Incentive	1,00,000
Total CTC	7,50,000

Indicative Break-up of the remuneration:			
<u>Fixed Components :</u>		Amount (Rs.)	
		Annual	Monthly
I.	Basic	3,25,000	27,083
II.	HRA	1,62,504	13,542
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	27,072	2,256
VI.	Special Pay	1,01,224	8,435
A.	Gross Salary	6,50,000	54,167

<u>Deductions :</u>			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	15,636	1,303
III.	Professional Tax	2,500	200
B.	Total Deductions	39,636	3,303
C.	Net Salary (A - B)	6,10,364	50,864

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	50,864
<u>Deductions</u>	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	49,064

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Pradnya Borkar



October 29, 2018

Ms. Pranjal Jain

Email id: pranjal0jain@gmail.com | Phone no: +91- 8369223271

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Pranjal,

With reference to your campus interview held on the August 31, 2018, we are pleased to offer you the position of **Data Engineer** with the total package of Rs. 6,50,000 per annum (Rupees Six Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	5,50,000
Performance Linked Incentive	1,00,000
Total Package	6,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01,2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas / degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
3. Proof of Current Address
4. PAN Card (3 copies)
5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Pranjal Jain

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	5,50,000
Performance Linked Incentive	1,00,000
Total CTC	6,50,000

Indicative Break-up of the remuneration:			
<u>Fixed Components :</u>		Amount (Rs.)	
		Annual	Monthly
I.	Basic	2,75,000	22,917
II.	HRA	1,37,496	11,458
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	22,908	1,909
VI.	Special Pay	80,396	6,700
A.	Gross Salary	5,50,000	45,833

<u>Deductions :</u>			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	13,224	1,102
III.	Professional Tax	2,500	200
B.	Total Deductions	37,224	3,102
C.	Net Salary (A - B)	5,12,776	42,731

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	42,731
<u>Deductions</u>	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	40,931

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Pranjai Jain



October 29, 2018

Ms. Divya Varghese

Email id: ddivya.varghese@gmail.com | Phone no: +91- 9769304694

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Divya,

With reference to your campus interview held on the August 31, 2018, we are pleased to offer you the position of **Business Analyst** with the total package of Rs. 6,50,000 per annum (Rupees Six Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	5,50,000
Performance Linked Incentive	1,00,000
Total Package	6,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01,2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas / degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
3. Proof of Current Address
4. PAN Card (3 copies)
5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Divya Varghese

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	5,50,000
Performance Linked Incentive	1,00,000
Total CTC	6,50,000

Indicative Break-up of the remuneration:			
<u>Fixed Components :</u>		Amount (Rs.)	
		Annual	Monthly
I.	Basic	2,75,000	22,917
II.	HRA	1,37,496	11,458
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	22,908	1,909
VI.	Special Pay	80,396	6,700
A.	Gross Salary	5,50,000	45,833

<u>Deductions :</u>			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	13,224	1,102
III.	Professional Tax	2,500	200
B.	Total Deductions	37,224	3,102
C.	Net Salary (A - B)	5,12,776	42,731

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	42,731
Deductions	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	40,931

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Divya Varghese



October 29, 2018

Mr. Nishant Seth

Email id: nishantseth41@gmail.com | Phone no: +91- 7208812739

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Nishant,

With reference to your campus interview held on the August 31, 2018, we are pleased to offer you the position of **Business Analyst** with the total package of Rs. 6,50,000 per annum (Rupees Six Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	5,50,000
Performance Linked Incentive	1,00,000
Total Package	6,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01,2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas / degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
3. Proof of Current Address
4. PAN Card (3 copies)
5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Nishant Seth

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	5,50,000
Performance Linked Incentive	1,00,000
Total CTC	6,50,000

Indicative Break-up of the remuneration:			
Fixed Components :		Amount (Rs.)	
		Annual	Monthly
I.	Basic	2,75,000	22,917
II.	HRA	1,37,496	11,458
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	22,908	1,909
VI.	Special Pay	80,396	6,700
A.	Gross Salary	5,50,000	45,833

<u>Deductions :</u>			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	13,224	1,102
III.	Professional Tax	2,500	200
B.	Total Deductions	37,224	3,102
C.	Net Salary (A - B)	5,12,776	42,731

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	42,731
Deductions	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	40,931

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Nishant Seth



October 29, 2018

Mr. Priyank Shah

Email id: priyank.shah998@gmail.com | Phone no: +91- 8639045967

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Priyank,

With reference to your campus interview held on the August 31, 2018, we are pleased to offer you the position of **Machine Learning Engineer** with the total package of Rs. 7,50,000 per annum (Rupees Seven Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	6,50,000
Performance Linked Incentive	1,00,000
Total Package	7,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01,2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas / degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
3. Proof of Current Address
4. PAN Card (3 copies)
5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Priyank Shah

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	6,50,000
Performance Linked Incentive	1,00,000
Total CTC	7,50,000

Indicative Break-up of the remuneration:			
Fixed Components :		Amount (Rs.)	
		Annual	Monthly
I.	Basic	3,25,000	27,083
II.	HRA	1,62,504	13,542
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	27,072	2,256
VI.	Special Pay	1,01,224	8,435
A.	Gross Salary	6,50,000	54,167

Deductions :			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	15,636	1,303
III.	Professional Tax	2,500	200
B.	Total Deductions	39,636	3,303
C.	Net Salary (A - B)	6,10,364	50,864

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	50,864
Deductions	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	49,064

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Priyank Shah



October 29, 2018

Mr. Saim Shaikh

Email id: saimshaikh8297@gmail.com | Phone no: +91- 8286515545

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Saim,

With reference to your campus interview held on the August 31, 2018, we are pleased to offer you the position of **Machine Learning Engineer** with the total package of Rs. 7,50,000 per annum (Rupees Seven Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	6,50,000
Performance Linked Incentive	1,00,000
Total Package	7,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01,2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas / degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
3. Proof of Current Address
4. PAN Card (3 copies)
5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Saim Shaikh

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	6,50,000
Performance Linked Incentive	1,00,000
Total CTC	7,50,000

Indicative Break-up of the remuneration:			
Fixed Components :		Amount (Rs.)	
		Annual	Monthly
I.	Basic	3,25,000	27,083
II.	HRA	1,62,504	13,542
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	27,072	2,256
VI.	Special Pay	1,01,224	8,435
A.	Gross Salary	6,50,000	54,167

Deductions :			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	15,636	1,303
III.	Professional Tax	2,500	200
B.	Total Deductions	39,636	3,303
C.	Net Salary (A - B)	6,10,364	50,864

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	50,864
Deductions	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	49,064

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Saim Shaikh



October 29, 2018

Ms. Disha Solanki

Email id: dishasolanki84@gmail.com | Phone no: +91- 9820174754

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Disha,

With reference to your campus interview held on the August 31, 2018, we are pleased to offer you the position of **Business Analyst** with the total package of Rs. 6,50,000 per annum (Rupees Six Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	5,50,000
Performance Linked Incentive	1,00,000
Total Package	6,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01,2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas / degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
3. Proof of Current Address
4. PAN Card (3 copies)
5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Disha Solanki

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	5,50,000
Performance Linked Incentive	1,00,000
Total CTC	6,50,000

Indicative Break-up of the remuneration:			
<u>Fixed Components :</u>		Amount (Rs.)	
		Annual	Monthly
I.	Basic	2,75,000	22,917
II.	HRA	1,37,496	11,458
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	22,908	1,909
VI.	Special Pay	80,396	6,700
A.	Gross Salary	5,50,000	45,833

<u>Deductions :</u>			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	13,224	1,102
III.	Professional Tax	2,500	200
B.	Total Deductions	37,224	3,102
C.	Net Salary (A - B)	5,12,776	42,731

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	42,731
<u>Deductions</u>	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	40,931

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Disha Solanki



October 29, 2018

Mr. Sonu Yadav

Email id: sonuyadav97@gmail.com | Phone no: +91- 7303118653

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Sonu,

With reference to your campus interview held on the August 31, 2018, we are pleased to offer you the position of **Business Analyst** with the total package of Rs. 6,50,000 per annum (Rupees Six Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	5,50,000
Performance Linked Incentive	1,00,000
Total Package	6,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01,2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas / degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
3. Proof of Current Address
4. PAN Card (3 copies)
5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Sonu Yadav

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	5,50,000
Performance Linked Incentive	1,00,000
Total CTC	6,50,000

Indicative Break-up of the remuneration:			
<u>Fixed Components :</u>		Amount (Rs.)	
		Annual	Monthly
I.	Basic	2,75,000	22,917
II.	HRA	1,37,496	11,458
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	22,908	1,909
VI.	Special Pay	80,396	6,700
A.	Gross Salary	5,50,000	45,833

<u>Deductions :</u>			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	13,224	1,102
III.	Professional Tax	2,500	200
B.	Total Deductions	37,224	3,102
C.	Net Salary (A - B)	5,12,776	42,731

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	42,731
Deductions	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	40,931

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Sonu Yadav



October 29, 2018

Mr. Deval Srivastava

Email id: deval.srivastava24@gmail.com | Phone no: +91- 9699727877

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Deval,

With reference to your campus interview held on the August 31, 2018, we are pleased to offer you the position of **Machine Learning Engineer** with the total package of Rs. 7,50,000 per annum (Rupees Seven Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	6,50,000
Performance Linked Incentive	1,00,000
Total Package	7,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01,2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas / degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
3. Proof of Current Address
4. PAN Card (3 copies)
5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Deval Srivastava

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	6,50,000
Performance Linked Incentive	1,00,000
Total CTC	7,50,000

Indicative Break-up of the remuneration:			
Fixed Components :		Amount (Rs.)	
		Annual	Monthly
I.	Basic	3,25,000	27,083
II.	HRA	1,62,504	13,542
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	27,072	2,256
VI.	Special Pay	1,01,224	8,435
A.	Gross Salary	6,50,000	54,167

Deductions :			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	15,636	1,303
III.	Professional Tax	2,500	200
B.	Total Deductions	39,636	3,303
C.	Net Salary (A - B)	6,10,364	50,864

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	50,864
Deductions	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	49,064

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Deval Srivastava



October 29, 2018

Mr. Mahadev Dalvi

Email id: dalvi.mahadev33@gmail.com | Phone no: +91- 9969498003

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Mahadev,

With reference to your campus interview held on the August 31, 2018, we are pleased to offer you the position of **Data Engineer** with the total package of Rs. 6,50,000 per annum (Rupees Six Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	5,50,000
Performance Linked Incentive	1,00,000
Total Package	6,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01,2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas / degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
3. Proof of Current Address
4. PAN Card (3 copies)
5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Mahadev Dalvi

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	5,50,000
Performance Linked Incentive	1,00,000
Total CTC	6,50,000

Indicative Break-up of the remuneration:			
<u>Fixed Components :</u>		Amount (Rs.)	
		Annual	Monthly
I.	Basic	2,75,000	22,917
II.	HRA	1,37,496	11,458
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	22,908	1,909
VI.	Special Pay	80,396	6,700
A.	Gross Salary	5,50,000	45,833

<u>Deductions :</u>			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	13,224	1,102
III.	Professional Tax	2,500	200
B.	Total Deductions	37,224	3,102
C.	Net Salary (A - B)	5,12,776	42,731

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	42,731
Deductions	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	40,931

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Mahadev Dalvi



October 29, 2018

Mr. Austin Dsouza

Email id: austin.dsouza1997@gmail.com | Phone no: +91- 9987549442

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Austin,

With reference to your campus interview held on the August 31, 2018, we are pleased to offer you the position of **Platform Engineer** with the total package of Rs. 7,50,000 per annum (Rupees Seven Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	6,50,000
Performance Linked Incentive	1,00,000
Total Package	7,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01,2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas / degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
3. Proof of Current Address
4. PAN Card (3 copies)
5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Austin Dsouza

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	6,50,000
Performance Linked Incentive	1,00,000
Total CTC	7,50,000

Indicative Break-up of the remuneration:			
Fixed Components :		Amount (Rs.)	
		Annual	Monthly
I.	Basic	3,25,000	27,083
II.	HRA	1,62,504	13,542
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	27,072	2,256
VI.	Special Pay	1,01,224	8,435
A.	Gross Salary	6,50,000	54,167

Deductions :			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	15,636	1,303
III.	Professional Tax	2,500	200
B.	Total Deductions	39,636	3,303
C.	Net Salary (A - B)	6,10,364	50,864

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	50,864
Deductions	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	49,064

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Austin Dsouza



October 29, 2018

Mr. Gaurav Kolapate

Email id: gaurav.kolapate54@gmail.com | Phone no: +91- 9967662745

Sub: Offer Letter for Employment in Quantiphi Analytics Solutions Private Limited ('Company')

Dear Gaurav,

With reference to your campus interview held on the August 31, 2018, we are pleased to offer you the position of **Data Engineer** with the total package of Rs. 6,50,000 per annum (Rupees Six Lakhs Fifty Thousand Only) in our Company. The offered package is as follows:

Package Details	
Fixed Component	5,50,000
Performance Linked Incentive	1,00,000
Total Package	6,50,000

Your formal appointment letter/agreement will be issued to you on the day of your joining our Company. Please let us know your earliest date of joining.

We would expect you to join as early as possible, but not later than **July 01,2019** beyond which the offer would stand withdrawn, unless a new date is agreed to, by us in writing.

Please note that a set of pre – requisites will be shared with you shortly. It is important and mandatory that you undergo the pre-requisites before your date of joining.

This is aimed to help you be ready for the training program that you will undergo in the first few months at Quantiphi.

On the date of your joining, you may please bring along the following:

1. Copies of certificates/ diplomas / degrees of educational qualifications. (Std. X, Std. XII, Graduation and Post-Graduation).
2. Proof of Date of Birth.
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5. Aadhar Card (3 copies)
6. Copy of latest valid Passport
7. Latest Passport size photograph (3 copies)
8. Banking details for online salary deposit (bank name, branch name, account no., IFSC code of the branch)

Your appointment will be subject to verification of references and this offer is subject to you being medically fit. We welcome you to the Quantiphi Family. Attached along with this letter is your compensation structure, please sign the copy and send us a scan of this letter as a token of acceptance of the same.

Authorized Signatory
Vivek Khemani
(Director)

Agreed and Accepted
Gaurav Kolapate

**Quantiphi Analytics Solutions
Private Limited**

504, Quantum Towers Ram Baug,
Behind State Bank Of India, Off S.V Road,
Malad (West), Mumbai 400064.

CIN NO U74999MH2013PTC246212
PHONE +91 22 2844 3203
EMAIL support@quantiphi.com
WEB SITE <http://www.quantiphi.com>

Compensation Structure

Annual Remuneration	Amount (Rs.)
Fixed CTC	5,50,000
Performance Linked Incentive	1,00,000
Total CTC	6,50,000

Indicative Break-up of the remuneration:			
<u>Fixed Components :</u>		Amount (Rs.)	
		Annual	Monthly
I.	Basic	2,75,000	22,917
II.	HRA	1,37,496	11,458
III.	Conveyance Allowance	19,200	1,600
IV.	Medical Allowance	15,000	1,250
V.	Leave Travel Allowance	22,908	1,909
VI.	Special Pay	80,396	6,700
A.	Gross Salary	5,50,000	45,833

<u>Deductions :</u>			
I.	Employer's Contribution to PF	21,600	1,800
II.	Employer's Contribution to Gratuity	13,224	1,102
III.	Professional Tax	2,500	200
B.	Total Deductions	37,224	3,102
C.	Net Salary (A - B)	5,12,776	42,731

Indicative calculation of the monthly take-home remuneration:	
(this calculation is pre-tax)	
Net Salary (C)	42,731
<u>Deductions</u>	
- Employee's Contribution to ESIC	-
- Employee's Contribution to PF	1,800
D. Total Monthly Salary	40,931

- As and when ESIC becomes applicable to you and to the company the same will be deducted from your remuneration.
- Performance linked incentives, if any, shall be paid as per company policy.
- As per the Company appraisal policy, your yearly performance review and appraisal will be held in the month of **July 2020**.
- If your Salary is reviewed in less than 12 months, your bonuses (if any) might be paid at the time of such revision. Any such bonus payment shall be pro-rated to the period that you have spent in the company.
- You will be further inducted on the performance system on the day of joining
- The above take home will be subject to deduction of income tax at source (TDS) as per income tax rates as applicable from time to time.
- Gratuity shall be paid as per The Payment of Gratuity Act, 1972
- Relocation policy will be applicable only to the candidates who are based outside Mumbai

Signature: _____

Name: Gaurav Kolapate



Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>

BNP Result

1 message

TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in>

13 March 2019 at 20:58

To: Aasawari Namjoshi <aasawarinamjoshi14@gmail.com>, Gunjan Munde <mundegunjan96@gmail.com>, joel reuben <joel.reujoe@gmail.com>, Navil Rodrigues <rodriguesnavil@gmail.com>, Priyank Shah <priyank.shah998@gmail.com>, Bhanu Nadar <bhanu.nadar@gmail.com>, Edwin Clement <Edwinclement08@gmail.com>, niket athani <niketnariathani@gmail.com>, Nishant Seth <nishantseth41@gmail.com>, Rathil Vasani <rathilvasani@gmail.com>
 Bcc: jayen.Modi@fragnel.edu.in

BNP result

Mahesh Sharma

Fr. Agnel's C.Rodrigues College of Engineering,

Fr. Agnel Ashram, [Bandstand, Bandra\(W\)](#),

Mumbai -400050

L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in

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

Classification: Confidential

Dear Mr.Mahesh,

Thank you for all your cooperation in advance. We are happy to announce the following selects from your college:-

Full Name
SUBA MUKUNDHAN
SCARLET LOPES

Please confirm their acceptance and ensure they do not sit for further placements with other organizations. We will keep you posted on next steps around offer letter and joining formalities.

Looking forward to continued association!!!!

Thanks and Regards,



The bank
for a changing
world

Strictly Private & Confidential

Ms. Scarlet Lopes
Acme House, Chalpeth,
Near Old Jain Mandir, Virar (West),
Palghar - 401301.

Dear Scarlet,

With reference to your application for employment and the recent discussions you have had with us, we are pleased to offer you employment with BNP Paribas India Solutions Pvt. Ltd ("Company") at our Mumbai office with Corporate Title as **Associate and Functional Title as Associate Software Engineer** in the **ALMT IT Department**, you will be expected to carry out duties appropriate to this appointment. Your employment will be subject to such Terms & Conditions as annexed herewith.

Your compensation will be on the basis of the "Cost to Company" (CTC) concept and is as detailed below. Accordingly, your Gross CTC for the current year will be **INR 525,019** per annum, inclusive of all benefits, as shown in the table.

#	Income Head	INR Per Annum
1.	Basic	157,560
2.	House Rent Allowance (HRA)	78,840
3.	Executive Allowance	210,240
4.	Conveyance	19,200
5.	Leave Travel Allowance (LTA)	15,000
6.	Medical Allowance	15,000
7.	Provident Fund	21,600
8.	Gratuity	7,579
Total Cost to Company		525,019

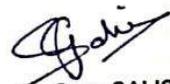
- Your salary and benefits will be subject to applicable taxes which will be withheld by the Company from your salary / bonus payment.
- You may also be eligible to a Performance Bonus as per the Performance Management process of the Company. The Bonus will be payable at the sole discretion of the Management and it will be subject to local taxes in India. You have to be on rolls of the company and must not be serving notice period when the actual bonus payouts are made; else you will not be eligible for the same.
- You will be provided Provident Fund and related benefits as per the provisions of the Employees' Provident Funds & Miscellaneous Provisions Act, 1952.
- Gratuity benefit will be in accordance with the Payment of Gratuity Act, 1972.

Please sign and return the attached copy of this letter and its Annexures to signify your acceptance of the offer.

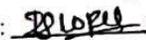
We welcome you to BNP Paribas India Solutions Pvt. Ltd. and wish you a long and successful career with us.

Yours sincerely,
For BNP Paribas India Solutions Pvt. Ltd.


Swadha RANIWALA
Senior Vice President - Human Resources


Gene SALIS
Manager - Human Resources

I accept this offer and will join not later than 10th June 2019

Signature: 
Name: SCARLET LOPES

Date: 10th June 2019.



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BNP PARIBAS INDIA SOLUTIONS PRIVATE LIMITED
CIN: U17220MH2005PTC151511

... .. off Film City Road, Malad (East), Mumbai-400 097, INDIA.

26th November 2018
Nikhil Patil
FR. C. RODRIGUES INSTITUTE OF TECHNOLOGY

Dear Nikhil,

I am pleased to offer you employment in the company in the role of **Software Engineer**. Your gross annual compensation will be Rs.501,000 per annum. Congratulations and welcome aboard.

The Breakup of your compensation is as follows:

	Breakup	Breakup
Basic	12,541	150,492
HRA	7,525	90,300
Conveyance Allowance	1,600	19,200
Special Allowance	15,193	182,316
Co. PF Contribution	1,680	20,160
Total	38,539	462,468
Annual Discretionary Bonus		38,538
Gross Annual Compensation		501,006

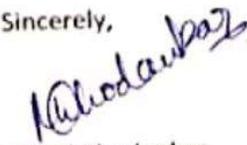
You (and your dependants) shall also be covered under the Group Medical Insurance Policy of the company. The policy is up to an annual limit of Rs.450,000 subject to the term & conditions of the insurance provider.

You are expected to join at the earliest possible date, but in no case later than 1st July 2019. At the time of joining you will have to execute a two years employment bond. You are not entitled to resign until the expiry of the bond period. Please be noted that after your completion of bond tenure, whenever you plan to offer resignation, you will need to serve two months notice period.

Please communicate to your acceptance of this employment offer by signing and returning the enclosed copy of this letter to us.

I welcome you to Zeus System Pvt. Ltd. and wish you a very rewarding career.

Sincerely,



Minal Chodankar
Director-Admin



Anish Alapattu
Fr. Conceicao Rodrigues College of Engineering

12th September, 2018

Subject: Letter of Intent

Dear Anish,

We are delighted to extend an offer to you for the position of an **Associate Software Engineer** at GEP (dba GEP Solutions Pvt. Ltd).

Your total compensation as Cost to Company would be **INR 500,000/- per annum**, of which:

Fixed Component : **INR 450,000/- per annum** payable monthly
Performance Linked Pay : **INR 50,000/- per annum** payable bi-annually

In addition to the above you would also be getting the following benefits:

Medical Insurance	Up to INR 300,000 /-	Self + Spouse + 2 Children
Accident Insurance	Up to INR 500,000 /-	Self Only
Life Insurance Coverage	Up to 3 times of CTC	Self Only

The final letter of offer/ appointment will be handed over to you upon joining the company, which will be on, or before **July 2019 (to be confirmed)**.

Please note that the terms of your employment are subject to successful completion of UG degree with a score of first class and above without any backlogs.

Please send us a signed copy of your offer acceptance within 2 days of receiving this letter.

For GEP Solutions Private Limited

Sathi Aich Dharap
Director – Human Resources

Accepted by

Anish Alapattu

GeP Solutions Private Limited - III

Regd. Office : 1301, 13th Floor, Building No. 3, M/S Gigaplex Estate Private Limited- IT/ITES SEZ, IT Plot No. 5,
Airoli Knowledge Park, TTC Industrial Area, Airoli (W), Navi Mumbai- 400708
P: 022-62295200 | 022-61372100 | www.gep.com
CIN : U72900MH2009FTC193401



Burhanuddin Bagasrawala
Fr. Conceicao Rodrigues College of Engineering

12th September, 2018

Subject: Letter of Intent

Dear Burhanuddin,

We are delighted to extend an offer to you for the position of an **Associate Software Engineer** at GEP (dba GEP Solutions Pvt. Ltd).

Your total compensation as Cost to Company would be **INR 500,000/- per annum**, of which:

Fixed Component : **INR 450,000/- per annum** payable monthly
Performance Linked Pay : **INR 50,000/- per annum** payable bi-annually

In addition to the above you would also be getting the following benefits:

Medical Insurance	Up to INR 300,000 /-	Self + Spouse + 2 Children
Accident Insurance	Up to INR 500,000 /-	Self Only
Life Insurance Coverage	Up to 3 times of CTC	Self Only

The final letter of offer/ appointment will be handed over to you upon joining the company, which will be on, or before **July 2019 (to be confirmed)**.

Please note that the terms of your employment are subject to successful completion of UG degree with a score of first class and above without any backlogs.

Please send us a signed copy of your offer acceptance within 2 days of receiving this letter.

For GEP Solutions Private Limited

Sathi Aich Dharap
Director – Human Resources

Accepted by

Burhanuddin Bagasrawala

GeP Solutions Private Limited - III

Regd. Office : 1301, 13th Floor, Building No. 3, M/S Gigaplex Estate Private Limited- IT/ITES SEZ, IT Plot No. 5, Airoli Knowledge Park, TTC Industrial Area, Airoli (W), Navi Mumbai- 400708

P: 022-62295200 | 022-61372100 | www.gep.com

CIN : U72900MH2009FTC193401



Glenice Dsa
Fr. Conceicao Rodrigues College of Engineering

12th September, 2018

Subject: Letter of Intent

Dear Glenice,

We are delighted to extend an offer to you for the position of an **Associate Software Engineer** at GEP (dba GEP Solutions Pvt. Ltd).

Your total compensation as Cost to Company would be **INR 500,000/- per annum**, of which:

Fixed Component : **INR 450,000/- per annum** payable monthly
Performance Linked Pay : **INR 50,000/- per annum** payable bi-annually

In addition to the above you would also be getting the following benefits:

Medical Insurance	Up to INR 300,000 /-	Self + Spouse + 2 Children
Accident Insurance	Up to INR 500,000 /-	Self Only
Life Insurance Coverage	Up to 3 times of CTC	Self Only

The final letter of offer/ appointment will be handed over to you upon joining the company, which will be on, or before **July 2019 (to be confirmed)**.

Please note that the terms of your employment are subject to successful completion of UG degree with a score of first class and above without any backlogs.

Please send us a signed copy of your offer acceptance within 2 days of receiving this letter.

For GEP Solutions Private Limited

Accepted by

Sathi Aich Dharap
Director – Human Resources

Glenice Dsa

GeP Solutions Private Limited - III

Regd. Office : 1301, 13th Floor, Building No. 3, M/S Gigaplex Estate Private Limited- IT/ITES SEZ, IT Plot No. 5,
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CIN : U72900MH2009FTC193401



Marilyn Pulinhitta
Fr. Conceicao Rodrigues College of Engineering

12th September, 2018

Subject: Letter of Intent

Dear Marilyn,

We are delighted to extend an offer to you for the position of an **Associate Software Engineer** at GEP (dba GEP Solutions Pvt. Ltd).

Your total compensation as Cost to Company would be **INR 500,000/- per annum**, of which:

Fixed Component : **INR 450,000/- per annum** payable monthly
Performance Linked Pay : **INR 50,000/- per annum** payable bi-annually

In addition to the above you would also be getting the following benefits:

Medical Insurance	Up to INR 300,000 /-	Self + Spouse + 2 Children
Accident Insurance	Up to INR 500,000 /-	Self Only
Life Insurance Coverage	Up to 3 times of CTC	Self Only

The final letter of offer/ appointment will be handed over to you upon joining the company, which will be on, or before **July 2019 (to be confirmed)**.

Please note that the terms of your employment are subject to successful completion of UG degree with a score of first class and above without any backlogs.

Please send us a signed copy of your offer acceptance within 2 days of receiving this letter.

For GEP Solutions Private Limited

Sathi Aich Dharap
Director – Human Resources

Accepted by

Marilyn Pulinhitta

GeP Solutions Private Limited - III

Regd. Office : 1301, 13th Floor, Building No. 3, M/S Gigaplex Estate Private Limited- IT/ITES SEZ, IT Plot No. 5,
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CIN : U72900MH2009FTC193401



Gunjan Munde
Fr. Conceicao Rodrigues College of Engineering

12th September, 2018

Subject: Letter of Intent

Dear Gunjan,

We are delighted to extend an offer to you for the position of an **Associate Software Engineer** at GEP (dba GEP Solutions Pvt. Ltd).

Your total compensation as Cost to Company would be **INR 500,000/- per annum**, of which:

Fixed Component : **INR 450,000/- per annum** payable monthly
Performance Linked Pay : **INR 50,000/- per annum** payable bi-annually

In addition to the above you would also be getting the following benefits:

Medical Insurance	Up to INR 300,000 /-	Self + Spouse + 2 Children
Accident Insurance	Up to INR 500,000 /-	Self Only
Life Insurance Coverage	Up to 3 times of CTC	Self Only

The final letter of offer/ appointment will be handed over to you upon joining the company, which will be on, or before **July 2019 (to be confirmed)**.

Please note that the terms of your employment are subject to successful completion of UG degree with a score of first class and above without any backlogs.

Please send us a signed copy of your offer acceptance within 2 days of receiving this letter.

For GEP Solutions Private Limited

Accepted by

Sathi Aich Dharap
Director – Human Resources

Gunjan Munde

GeP Solutions Private Limited - III

Regd. Office : 1301, 13th Floor, Building No. 3, M/S Gigaplex Estate Private Limited- IT/ITES SEZ, IT Plot No. 5,
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P: 022-62295200 | 022-61372100 | www.gep.com

CIN : U72900MH2009FTC193401



Jaydeep Ranoliya
Fr. Conceicao Rodrigues College of Engineering

12th September, 2018

Subject: Letter of Intent

Dear Jaydeep,

We are delighted to extend an offer to you for the position of an **Associate Software Engineer** at GEP (dba GEP Solutions Pvt. Ltd).

Your total compensation as Cost to Company would be **INR 500,000/- per annum**, of which:

Fixed Component : **INR 450,000/- per annum** payable monthly
Performance Linked Pay : **INR 50,000/- per annum** payable bi-annually

In addition to the above you would also be getting the following benefits:

Medical Insurance	Up to INR 300,000 /-	Self + Spouse + 2 Children
Accident Insurance	Up to INR 500,000 /-	Self Only
Life Insurance Coverage	Up to 3 times of CTC	Self Only

The final letter of offer/ appointment will be handed over to you upon joining the company, which will be on, or before **July 2019 (to be confirmed)**.

Please note that the terms of your employment are subject to successful completion of UG degree with a score of first class and above without any backlogs.

Please send us a signed copy of your offer acceptance within 2 days of receiving this letter.

For GEP Solutions Private Limited

Sathi Aich Dharap
Director – Human Resources

Accepted by

Jaydeep Ranoliya

GeP Solutions Private Limited - III

Regd. Office : 1301, 13th Floor, Building No. 3, M/S Gigaplex Estate Private Limited- IT/ITES SEZ, IT Plot No. 5,
Airoli Knowledge Park, TTC Industrial Area, Airoli (W), Navi Mumbai- 400708

P: 022-62295200 | 022-61372100 | www.gep.com

CIN : U72900MH2009FTC193401

2nd April 2019

Mr. Mayur Vijay Hande
Madhav Wadi,
Balaji Building Number 2,
Dadar (East),
Mumbai - 400014

Dear Mayur,

OFFER LETTER

Following your recent application and subsequent interviews, on behalf of **WTW Global Delivery and Solutions India Private Limited.**, I am delighted to offer you the position of **Trainee Associate**.

This offer is subject to you successfully clearing all your papers in the March/April 2019 graduation examinations and signing and returning a copy of each of the following accompanying documents, within (2) two days of the date of this letter:

- Your Employment Agreement
- A break-up of your starting salary/CTC (Annexure A)
- The Personal Code of IT Conduct
- Security of Data and Information

Please be informed that, you are additionally bound by the Company's Rules, Regulations, Policies and Procedures copy of which is available with HR. It is important that you read each of the above mentioned documents carefully and ensure that you fully understand them. Your employment shall be governed by the terms and conditions set out in these documents. The Company shall additionally require the following documents from you within 7(seven) days of the acceptance of the Offer Letter:

- Certified copies of all your qualifications and employment certificates (or the originals from which we can make copies)
- A copy of photo identification in the form of a PAN card, Driving licence, Aadhar Card, Passport or some other government issued photo id.
- Satisfactory pre-employment screening by our assigned agent.

Failure to comply with the aforesaid may result in the termination of your employment.

Further to the Willis and Towers Watson merger in January 2016, as the two organisations harmonize, we may vary certain terms and conditions of employment, subject to local legal considerations. If there are changes, you will be kept informed by our Human Resources team who will assist in managing the transition to any new terms for all of our employees.

If you have any questions pertaining to this offer, then please feel free to contact us.

Regards,



Authorised Signatory
WTW Global Delivery and Solutions India Private Limited

WTW Global Delivery and Solutions India Private Limited

Formerly known as Willis Processing Services (India) Private Limited
Corporate Identity Number: U72300MH1992PTC066724

Registered Office: #6, Godrej & Boyce Mfg. Co., Pirojshanagar, L. B. S. Marg, Vikhroli (W), Mumbai - 400 079, India. T: + 91 22 2519 2000, +91 22 66422000

Thane - I Office: Akruiti SMC, Unit No.201, Junction of L.B.S Marg & Pokhran Road No. 1, Thane - 400 601, Maharashtra. India. T: +91 22 21726000, +91 22 66836000

Thane - II Office: iTHINK Techno Campus, 7th Floor, A&B Wing, Off Pokhran Road No. 2, Subhash Nagar, Thane (W) - 400 607, Maharashtra. India. T +91 22 62106600, +91 22 71126600

**Employment Agreement # KA20190058
Containing:
General Terms & Conditions of Employment for:
WTW Global Delivery and Solutions India Private
Limited**

Strictly Private and Confidential

This Employment Agreement (hereinafter referred to as "this Agreement") is made and entered into at Mumbai on the **2nd day of April, 2019**(hereinafter referred to as the 'Effective Date") by and is between,

Mr. Mayur Vijay Hande, son of _____, residing at Madhav Wadi, Balaji Building Number 2, Dadar (East), Mumbai - 400014.

hereinafter referred to as the "**Employee**" or "you" And

Company (Registered Office) WTW Global Delivery and Solutions India Private Limited, a company registered under the Companies Act, 1956, Plant No.6, Godrej & Boyce Manufacturing Co. Compound, Pirojshanagar, Opp. Vikhroli Bus Station, L.B.S. Marg, Vikhroli (West), Mumbai – 400 079.

Herein referred to as the "Company" (which expression shall unless it be repugnant to the context and meaning thereof, include its successors and assigns).

While, the main terms and conditions of employment are set out herein below, the Employee agrees and confirms that she/he shall also be bound by and comply with the Company's rules, regulations, policies and procedures relating to conditions of work, leave, holidays, health, safety, security and other matters ("Company Policies"), as may be amended from time to time along with instructions from seniors.

**1. Date your
Employment Begins:**

2. Current Job Title: Trainee Associate

It is specifically agreed and understood that you joined the company based on your proficiency in technical/professional skills and/or academic performance that you have declared to possess, or have purported to have achieved, during the application process. If at a later date, any of the statements/particulars made or provided by you, either verbally or in writing including any representation made by you herein or otherwise, are found to be false, incorrect or misleading, the Company shall have the right to immediately terminate your services without notice or payment in lieu of notice.

The Company reserves the right to vary your job title and work profile from time to time at its absolute discretion.

The Employee is expected to perform all the duties and responsibilities attached to such position and customarily performed by a person holding such position with the Company.

3. Probation

Your employment is subject to successfully completing your probation period by “meeting expectation or above” on the performance and values and behaviour of Willis Towers Watson and clearing the background verification process during your probationary period. In case of unsuccessful background verification report the company has right to terminate this agreement with immediate effect.

The probationary period is likely to last for a minimum period of six (6) months which can be extended at the sole discretion of the Company. Upon the completion of the minimum probation period, your employment with the Company shall be deemed to be confirmed with effect from the confirmation due date unless you receive a written communication from the Company extending your probation period. Provided, such extension of probation shall contain the extent of such extension and shall be brought into effect from original confirmation due date. However, the Company reserves the right to inform you of your probation extension within seven working days from the original probation period end date. For clarity, the extension of probation shall be effective from the date of completion of the original probation period.

During the probationary period either party may terminate this Agreement by giving a one (1) month prior written notice and without assigning reason thereto. In the event you terminate this Agreement and do not serve the full notice period, you hereby agree and undertake to make a payment equivalent to your gross salary for any balance notice period that has not been served by you, in favour of the Company.

4. Location:

**i Think Techno Campus, 7th Floor, (Wing A & B),
Off Pokhran Road No.2,
Close to Eastern Express Highway,
Thane - 400 607.**

The Company may at its sole discretion transfer you, temporarily or permanently, to any other job, department, establishment or office within the Company or to any other company of the WTW Global Delivery and Solutions India Private Limited, which is appropriate to your skills and knowledge, provided however that such transfer does not, in the reasonable opinion of the Company, require you to change your city of residence. Although the Company will endeavour to ensure that such transfers do not cause any disruption to your status, the Company does not guarantee the continuation of any facility or perquisite in the new station. You will not refuse to carry out any assignment solely on the grounds that it has not been a part of your usual duties during your employment. You will also not be entitled to any additional compensation for carrying out any job which, in the opinion of the management, is equivalent to the job you have been assigned earlier. In case such transfer entails a change in your city of residence (such as a transfer to another city), the same will be by mutual consent.

5. Cost to Company ("CTC")

In consideration of the services rendered and compliance with the terms of this Agreement, the Employee shall be paid the remuneration and other amenities equal to the CTC. A format of the break down of your CTC is attached hereto as "**Annexure A**".

Your dues will be paid monthly in arrears by direct transfer to your bank account.

Your performance and salary will be reviewed annually or such other time as decided by the Company. It is not incumbent upon the Company to give an increase as a result of the annual review.

6. Hours of Work

Your weekly working hours are **45** and will be in line with the working pattern applicable to the particular team with which you will be working.

You will be expected to work such additional hours as may be necessary to meet the demands of the business. You may also be required to vary the pattern of your working hours as necessitated by changing commercial needs.

You are entitled to take a break of one hour for food/refreshments during your full working day.

You will not be paid for any additional working hours unless you have received prior written approval from your manager and it falls within the terms and conditions of the prevailing Overtime Policy of the Company.

7. Employment Obligations

During your working hours you must devote the whole of your time, attention and ability to the work, duties, responsibilities and functions assigned to you and to the general business of the Company and at all times use your best endeavours to promote the interests and general welfare of the Company.

During your working hours, you agree to:

- (a) diligently, faithfully and to the best of your abilities serve the Company and exercise all powers and perform all work, duties, responsibilities and functions assigned to you from time to time and in the performance of all such work, responsibilities and functions use all the knowledge, skill and experience which you possess;
- (b) attend punctually at such place or places as your duties may require during such hours of work as the Company may in its absolute discretion from time to time determine;
- (c) if and when required by the Company, undertake such travelling in India and elsewhere as the Company may from time to time direct in connection with or in relation to the work, duties, responsibilities and functions entrusted to you.

The duties of your appointment include, without limitation, a duty of trust and confidence and a duty to act at all times in the best interests of the Company. Accordingly, whilst this agreement is in force, you agree not to undertake any other employment or engage in any other business other than that of the Company, without prior written consent from the Chief Executive Officer of the Company.

You agree not to engage in any activity, which might interfere with the performance of your work, duties, responsibilities and functions hereunder or cause a conflict of interest.

You shall not directly or indirectly receive or obtain in respect of any goods or services sold or purchased or other business transacted (whether or not by you) by or on behalf of the Company, any discount, rebate, commission or other inducement (whether in cash or in kind) which is not authorised by the Company.

Additionally, it is a condition of your ongoing employment that you hold a valid PAN card and Passport at all times during your employment. If you do not have a PAN card and/or Passport, you are required to immediately apply for them. Once you have them, please take them to the Human Resources department where a copy can be made and placed onto your personnel file. It is also your responsibility to ensure that your passport is renewed from time to time. PAN Card should be received by HR no later than 60 days from the Effective Date.

8. Confidentiality Obligations of the Employee

During and after the termination of your employment, you agree to keep with inviolable secrecy and not use for any purpose nor reveal to any person, company, firm, association of persons, organisation or competitor any secret or confidential information entrusted to or discovered by you during your employment with the company except as required by existing law or Company Policies. The term confidential information used herein includes but is not limited to information concerning the Company's business, operations, finances, products, processes, markets, trade secrets, technical know how, product formulations or techniques, names or lists of employees, customers, Clients or Prospective Clients and their insurance or commercial affairs and/or any other matters pertaining to or connected with them and revealed to you or discovered by you in the course of your employment with the Company which has not come into the public domain. This duty applies without time limit.

During and after the termination of your employment, you agree to keep with inviolable secrecy and not use for any purpose nor reveal to any person, company, firm, association of persons, organisation or competitor any details of your remuneration (including salary and benefits) or any other employee of the company except as required by existing law or Company Policies.

You also agree to enter into any separate confidentiality agreement that the Company may require you to enter into.

You shall comply with the data protection policies of the Company as specified from time to time. You shall not take any document or property of the Company out of the work premises, without specific approval in this regard.

9. Non- Compete Obligations of the Employee

You hereby confirm and acknowledge that during employment with the Company you shall receive, be privy and have access to confidential information about the Company as well as its Clients. The Company is obligated to protect and confine the use of such confidential information and the Company will be irreparably harmed should such confidential information be obtained by its competitors or any other third party. You further acknowledge and confirm that **Aon** (Aon Corporation) alongwith its group companies, joint venture partners and those providing services to same, **Marsh** (MMC) alongwith its group companies, joint venture partners and those providing service to same, **Jardine Lloyd Thompson** group of companies (JLT) alongwith its group companies, joint venture partners and those providing service to same, **Arthur J. Gallagher & Co.** (AJ Gallagher) alongwith its group companies, joint venture partners and those providing services to same, are the direct competitors to the Company ("Direct Competitors").

Those known to provide services are:

- Cambridge Integrated Services
- WNS (Holdings) Limited
- Genpact

These are direct competitors to the company ("Direct Competitors") alongwith any of the other top 10 /major insurance companies/brokers. The term Direct Competitors include any entity engaged in all or any of the Business. This list is not exhaustive.

In consideration of the premises and agreements set forth herein and for other good and valuable consideration, the receipt and sufficiency of which you hereby acknowledge; you agree and undertake that during the course of your employment and for a period of six (6) months after ceasing employment with the Company, you shall not, either alone or in concert with others, directly or indirectly, be employed by, act as an employee, advisor, partner, manager, investor, consultant, agent, officer, director, or independent contractor for, or otherwise be engaged with the Direct Competitors.

You hereby agree and undertake to make a payment in accordance with the following table taking account of your grade of employment at the time written notice is given of such breach or at the time your employment terminates, as the case may be, as liquidated damages, in favour of the Company, which liquidated damages being the agreed genuine pre-determined estimate of damages duly agreed by the parties (not being a penalty] which will be caused to the Company should you breach this condition.

Operational Grades	₹. 1,00,000 [1 Lakh]
Management & Senior Management	₹. 3,00,000 [3 Lakh]
Executive Management	₹. 10,00,000 [10 Lakh]

You further agree and acknowledge that the Company shall without prejudice to its other rights, have the right to obtain suitable injunctive orders restraining you from taking up such work with the Direct Competitors, to ensure compliance with this condition.

You further agree that the Company shall be entitled to notify your next employer, partner, or any other person with whom you may be associated about the obligations contained herein and any breach by you of the same.

10. Intellectual Property Obligations of the Employee

You must promptly disclose and assign to the Company all ideas, concepts, works, methods, discoveries, improvements, products, inventions or designs which you create or produce either alone or with others (except those created or produced wholly outside working hours which are totally unconnected with your employment developed without the use of any of the Company's equipment, supplies, facilities, proprietary, confidential or trade secret information or rights and does not result from any work performed for the Company) ("the Works") during your employment with the Company. All and any rights, title and interest of whatever nature in each such Work shall belong absolutely to the Company and you shall hold the same in trust for the Company until such proprietary rights shall be fully and absolutely vested in the Company and you shall agree to do all such things necessary to perfect the right, title and interest of the Company in such Works. The Company shall be entitled to make such modifications or adaptations to or from any of the Work as it shall in its absolute discretion determine.

All such works shall be deemed to belong exclusively to the Company and if required by any law in force, you hereby irrevocably assign all such Works to the Company with full title and rights including all present and future copyright, database rights, design rights (whether registered or unregistered) and other proprietary rights (if any) and all rights of action for damages for infringement of such rights for the full term thereof and any renewals and extensions thereof throughout the world and you hereby waive in favour of the Company all rights, without any additional consideration.

In the event the Company is unable, after reasonable efforts, as determined in its sole discretion, to secure your co-operation to execute documents or take any other action required by it, you hereby irrevocably designate and appoint the Company and its duly authorized officers and agents as your agent and attorney, to act for

and on your behalf and to execute, with the same legal force and effect as if executed by you, and file, any applications and to perform all lawfully permitted acts to evidence, secure and perfect Company's rights in the Works, including, but not limited to, the prosecution and registration of patents, copyrights or similar protections for the Works. The Employee also hereby ratifies and confirms and agrees to ratify and confirm all and whatever act deed or thing lawfully done or caused to be done by the Company in exercise of the powers hereby granted.

11. Other Employee Obligations

You shall not without the prior written consent of the Company for a period of twelve (12) months following the end of your employment with the Company, whether on behalf of yourself or any other person, firm, company, association of persons or organisation, in any capacity or role, in competition with the Company or WTW Global Delivery and Solutions India Private Limited, directly or indirectly:

- (i) solicit Business from; or
- (ii) seek to procure orders from; or
- (iii) transact or handle Business or otherwise deal with; or
- (iv) approach, canvass or entice away from the Group the Business of

any Client or Prospective Client of the Company with whom you have personally dealt with in the course of your duties at any time during the twelve (12) months prior to the termination of your employment. The period of this restriction shall be reduced after the date your employment ends by a period equal in length to any period of lawful suspension from your duties or exclusion from any premises of the Company during any period of notice.

The restrictions set out in sub paragraphs (i) and (iv) above shall also apply as if the references to the "Prospective Client" were substituted for references to the "Client".

You shall not during or after the lawful termination of your employment, directly or indirectly, induce or seek to induce any other employee to leave his/her employment with the Company.

You acknowledge that above term is reasonable and any non-compliance by you of the above term will result in irreparable and immeasurable injury to the Company.

You further agree and acknowledge that the Company shall without prejudice to its other rights, have the right to obtain suitable injunctive orders restraining any breach or threatened breach by you of any of these obligations.

You further agree that the Company shall be entitled to notify your next employer, partner, or any other person with whom you may be associated about the obligations contained herein and any breach by you of the same.

12. Medical Examination The Company reserves the right to require you at any time to submit yourself for a medical examination by a doctor appointed by the Company at the Company's expense.

13. Leave and Holidays You are entitled to avail of leave in accordance with the Annual Leave Policy, Unpaid Leave Policy, Maternity Leave Policy, Sick Leave Policy as per the Company Policies. You are entitled to holidays on the dates specified by the Company from time to time as per the Company Policies.

14. Misconduct If at any time during your employment any of your representation or warranty is found to be misleading or untrue or you are found to be guilty of any act of misconduct or any breach of or negligence or underperformance in terms of this Agreement or dereliction of duties, disobedience of the instructions given to you from time to time, disorderly behaviour, offence, absenteeism, failure to comply with Company Policies, dishonesty or disloyalty (collectively referred to as "**Misconduct**") the management may, without any notice, put an end to your services and determine your employment with the Company. You will be deemed to have brought about such a situation by your Misconduct compelling the management to put an end to your services and in addition you shall be liable for losses, damages to the Company. Misconduct will be dealt with in accordance with the Company's Disciplinary/Corrective Action Policy.

15. Retirement Age of the Employee The retirement age is fifty-eight (58) years. For this purpose the date of birth given by you at the time of employment and so recorded by the Company is final.

16. Termination of employment After the completion of your probationary period, either party may terminate this Agreement, without assigning any reasons thereto, by giving written notice to the other side in accordance with the following table taking account of your grade of employment at the time written notice is given or at the time your employment terminates:

Operational Grades (Trainee Associate, Associate, Trainee Administrator, Administrator, Senior Associate, Specialist, Senior Specialist, Junior Officer, Officer)	2 Month Notice
Management & Senior Management	3 Month Notice
Executive Management	3 Month Notice

You agree and confirm that the Company requires the above notice periods to find and train a suitable replacement to take over the duties handled by you. Also, in case you do not complete your notice period, the services rendered by the Company to its Clients will be disrupted, thereby causing loss and damage to the Company. You agree that you shall not have the right to, and/or hereby waive the right to make payment in lieu of your notice period. You hereby undertake that you shall not take up work, directly or indirectly, paid or otherwise, with another company or employer, until you have fully discharged your duties including completion of full notice period.

In the event you terminate this Agreement and do not serve the full notice period, you hereby agree and undertake to make a payment to the Company in accordance with the following table, taking into account your grade of employment at the time your employment terminates, as liquidated damages. These liquidated damages are the agreed, genuine predetermined estimate of damages duly agreed by the parties (not being a penalty) which will be caused to the Company should you breach this condition. Liquidated damages shall be payable in addition to the gross salary for any balance notice period that has not been served by you, in favour of the Company.

Operational Grade (Senior Associate, Specialist, Senior Specialist, Officer)	₹. 2,00,000 [2 Lakh]
Management & Senior Management	₹. 3,00,000 [3 Lakh]
Executive Management	₹. 6,00,000 [6 Lakh]

If your grade of employment with the Company has been classified as an Operational Grade (Trainee Associate, Associate, Trainee Administrator, Administrator, Junior Officer), you hereby agree and undertake to make a payment of ₹. 1,00,000/- (Rupees One Lakh only) or your gross salary for any balance notice period that has not been served by you, whichever is higher as liquidated damages, in favour of the Company, which liquidated damages being the agreed, genuine predetermined estimate of damages duly agreed by the parties (not being a penalty) which will be caused to the Company should you breach this condition.

If you fail to attend work during your notice period for reasons of illness, accident or other crisis, the Company reserves the right, at its absolute discretion, to extend your period of notice by a length of time up to but not exceeding the period of work that you have missed. You hereby acknowledge and accept the company's rights in this regard.

If for whatsoever reason you fail to work the full period of your notice you shall in addition to any the above, forfeit monies due to you from the Company, including outstanding leave payments if any.

Immediately upon your resignation you forfeit any loyalty bonus or any other payments other than your earned salary that would become due for dispersal during or after your notice period.

Without in any manner derogating from or deducing any of your obligations during the notice period, the Company shall not be obliged to provide you with work at any time after the notice of termination is given by either party and the Company may in its absolute discretion take one or more of the following steps in respect of all or part of the unexpired period of notice:

- i) require you to comply with such conditions as the Company may specify in relation to attending or remaining away from the place of business of the Company, should you be required to remain away from the office you may be required to take any outstanding holiday during this period, agreeing the days in advance with management;
- ii) assign you to such other duties as may be commensurate to your experience and qualifications as the Company shall in its absolute discretion determine;
- iii) withdraw any powers invested in you or suspend or vary any duties or responsibilities assigned to you.

You also expressly agree that the Company shall have the right to pay you salary in lieu of notice at its sole and absolute discretion.

Upon termination of your employment for whatever reason you shall return to the Company all reports, documents, computer disks, working papers and any other confidential information (in whatever form) received in the course of your employment. In addition all other Company property must be returned including access cards, identity cards, laptops. Even after termination, the Employee shall not undertake any act or omission which derogates from terms of this Agreement or adversely affect reputation of the Company. Terms pertaining to confidentiality, non-compete, non-solicitation, dispute resolution, intellectual property shall survive the termination

of this Agreement. At any time following the effective date of termination of this Agreement, you shall reasonably cooperate with the Company in any litigation or administrative proceedings involving any matters with which you were involved during your employment. The Company shall reimburse you for reasonable expenses, if any, incurred in providing such assistance.

17. Company Procedures

You agree to be bound by and comply with the Company Policies, as varied or supplemented by it from time to time. Failure to comply with the Company's Rules, Regulations, Policies and Procedures will be a disciplinary offence and be dealt with in accordance with the Company's Disciplinary/Corrective Action Policy.

If the Employee has any grievance relating to his employment (other than one relating to a disciplinary decision) he must refer to the Grievance Redressal Procedure.

You are also required to abide by the terms set out in any of the following documents, Security of Data and Information, Service Bond where applicable, the Offer Letter, Company Code of Conduct including but not limited to the IT Personal Code of Conduct and IS Code of Conduct. These may be varied, altered or modified from time to time at the Company's discretion.

18. Regulatory Requirements

You are required to comply with all reasonable requests, instructions and regulations (whether statutory or otherwise) which apply to your employment from time to time including any relevant requirements of the FCA (Financial Conduct Authority) and/or any other relevant regulator. It is your responsibility to familiarise yourself with all such regulations and requirements as made available to you by the Company.

It is a condition of your employment that you demonstrate and maintain competence for the role you carry out, through the initial completion and passing of relevant modules of Insurance Essentials, and of any other training packages and tests introduced by the Company from time to time thereafter. In the event of you failing to maintain and demonstrate competence for your role the Company will follow the Disciplinary/Corrective Action Policy.

19. General Obligations

You may be required to travel in India or abroad on business requirements of the Company. For travel matters you will be governed by the Foreign Travel Policy of the Company.

The Company shall in its absolute discretion be entitled from time to time to add, delete, vary, alter or withdraw any of the benefits and/or terms and conditions herein contained. Any such act on the part of the Company shall not affect any benefit, which may have already accrued to you prior to the date of such act. The Company shall not be liable to provide compensation for any benefit, term or condition that it may, at its absolute discretion, add, delete, vary, alter or withdraw. The Company shall be free to make statutory deductions from salary as required by law.

The Company reserves the right to deduct any outstanding monies due to the Company from the Employee's salary, or on termination of employment from any payments to be made to the Employee in terms hereof. Outstanding monies includes any previous error or overpayment, the costs of damages or losses caused including those attributable to the Employee's negligence, unauthorised personal use or loss or damage of company's property, loss or damage arising out of Misconduct and any other monies due to the Company during the course of employment.

The Employee agrees that the Company shall be permitted to use personal data and information provided by the Employee, as well as personal data and information of the Employee acquired from other sources such as public registers, in order to carry out background check, do conflict of interest check, maintain records of the Company and provide data to statutory authorities, as per the Privacy Policy of the Company.

20. Governing Law and Dispute Resolution

- (i) This Agreement shall be construed and governed in accordance with the laws of India.
- (ii) In the event that any difference or dispute arises out of or in connection with your employment, the parties shall attempt to resolve such difference or dispute amicably through talks and if such difference or dispute remains unresolved it shall be referred to arbitration of a sole arbitrator to be appointed by the Chief Executive Officer of WTW Global Delivery and Solutions India Private Limited. The arbitration proceedings shall be in accordance with the Arbitration and Conciliation Act, 1996 and shall be held in Mumbai. The language of the arbitration shall be English. The arbitrator shall also decide on the costs of the arbitration proceedings and the parties hereto shall submit to the arbitrator's award which shall be final and binding between the parties and enforceable in any competent court of law.

21. Miscellaneous

- (i) This Agreement and attachments hereto supersede any existing or prior agreements or arrangements, whether oral or written, between you and the Company or any WTW Global Delivery and Solutions India Private Limited.
- (ii) In the event of conflict between the terms of this Agreement and the Company Policies, the terms and conditions of this Agreement will prevail.
- (iii) If any provision in this Agreement shall be held to be illegal, invalid or unenforceable, in whole or in part, such provision or part shall to that extent be deemed not to form part of this Agreement but the legality, validity and enforceability of the remainder of this Agreement shall not be affected. If a court of competent jurisdiction finds any of the terms to be unenforceable you agree to accept any modification as to

- (iv) the scope, area, extent or duration of the term concerned which the court sees fit to impose or, if it does not see fit, which is reasonably necessary to render the term enforceable.
- (v) If any payments are due from the Employee to the Company, including liquidated damages set out herein above, the same shall be recoverable by the Company even against the Employee's heirs, legal representatives, successors, administrators and executors.
- (vi) You shall immediately intimate the Company in writing in case there is any change in the particulars provided by you.
- (vii) You have no objection to the monitoring of your activities, correspondences, and behaviour by the Company for the purposes of this Agreement.
- (viii) Any notice to be given by a party under this Agreement must be in writing in the English language and must be given by delivery at or sending by speed post or other faster postal service or telex facsimile transmission or other means of telecommunication in permanent written form (provided the addressee has his or its own facilities for receiving such transmissions) to the last known postal address or relevant telecommunications number of the other party. Where notice is given by sending in a prescribed manner it shall be deemed to have been received when in the ordinary course of the means of transmission it would be received by the addressee. To prove the giving of a notice it shall be sufficient to show it was despatched. A notice shall have effect from the sooner of its actual or deemed receipt by the addressee.
- (ix) No failure or delay by either of the parties in exercising any right, power or privilege under this Agreement will operate as a waiver thereof. The waiver by either of the parties of a breach of any provision of this Agreement will not operate or be construed as a waiver of any other or subsequent breach.
- (x) **Definitions:** For the purposes of this Agreement the following definitions shall apply:

“Client” means any person, firm, company or other organisation who or which as at the date your employment terminates or at any time during the twelve (12) months prior to that date:

- i) gives or is in the habit of giving instructions directly or through an Intermediary to the Company or any other company in the Group concerning the Business; or
- ii) is supplied or is in the habit of being supplied directly by the Company or any company in the Group or indirectly through an Intermediary with services relating to the Business; or
- iii) is an insured or reassured or an Intermediary having influence over the introduction or facilitation or securing of the Business with the Company or any other company in the Group.

“Business” means the business of a type carried on by the Company or by any other company in the WTW Global Delivery and Solutions India Private Limited at the date your employment terminates, including but not limited to the placing or broking of insurance or reinsurance world-wide and ancillary services, the provision of risk management or risk transfer advice or due diligence on mergers and acquisitions, underwriting, insurance agency, claims management, insurance consultancy.

“Intermediary” means any person, firm or company by or through or with whom or which the Business is introduced and/or facilitated on behalf of an insured or reassured whether or not such intermediary derives any financial benefit from the arrangement.

“Prospective Client” means any person, firm, company or other organisation engaged in substantive negotiations (which have not yet finally been concluded) with the Company or with any other company in the Group in the twelve (12) month period up to the date your employment terminates for the supply of services by the Company or any other company in the Group in relation to the Business.

IN WITNESS whereof this Agreement has been executed and delivered on the date first mentioned by the parties hereto intending to be legally bound by it after reading, and understanding the terms and conditions hereof in due acceptance of the same.

**Signed for and on behalf
Of the Company:**



Signed (Employee):

Date:

Annexure A

Details of Compensation

Name: Mr. Mayur Vijay Hande

Particulars	Monthly (Amount in INR)	Annual (Amount in INR)
Basic	16490	197885
House Rent Allowance	9894	118730
Conveyance Allowance	6596	79154
Gross Salary (A)	32980	395769
Allowances (B)		
* Leave Travel Assistance	1374	16484
** Company's Contribution to Provident Fund	-	23746
*** Festival Bonus	1374	16484
Attire Allowance	4300	51600
Meal Allowance	1100	13200
* Medical Reimbursement	0	0
Vehicle Expense Reimbursement	0	0
Shift Allowance - General	0	0
Total Fixed Compensation (A + B)	41128	517283
# Group Insurance Benefits and Gratuity (C)		
Premium for Group Gratuity	-	9518
Premium for Group Medical Policy	-	19842
Premium for Group Personal Accident Policy	-	757
Premium for Group Life Insurance Policy	-	2600
Total Compensation (A + B + C)		550000

Note:

* This will be paid out in line with the Company Policy.

** This represents the Company's Contribution to your Provident Fund.

*** Festival bonus is paid to eligible colleagues as statutory bonus in accordance to local law and guidelines.

These Benefits are in addition to your 'Total Fixed Compensation' and represent the Company's Contribution to Insurance and Gratuity Policies.

1. Group Medical Policy of ₹.300000/- for Self and Dependents (as per the Company's existing Annual Group Medclaim policy terms & conditions)
2. Group Personal Accident Policy Cover: four times Total Fixed Compensation
3. Group Life Insurance Policy Cover: four times Total Fixed Compensation and ₹.602000/- under Employee's Deposit Linked Insurance for Employee.

Personal Code of IT Conduct - for Information and Systems Security

As members of a leading professional services company it is important that we share a common understanding of what professional behaviour means in different areas of the business. To ensure that everyone is aware of what it means from an IT security point of view, the Personal Code of IT conduct has been written. The Code outlines **your personal responsibilities** for security of the Group's systems and data in line with the Corporate Data Policy.

Willis Towers Watson personnel across the Group (both Permanent and Contract) will be receiving an email requesting them to agree to this code. There will be opportunities to raise queries for further clarification on any part of the code.

The code is presented below in English and alternative languages, and you will find a link to Frequently Asked Questions on the subject at the bottom of this page.

Willis Towers Watson Group - Personal Code of IT Conduct - IT Security - Version 2.1

The Personal Code of IT Conduct (PCOC) outlines the minimum standards of care that each Associate must observe when using a Willis Towers Watson computer system. While the PCOC applies globally to all Associates, there is no intention to conflict or override local or national laws and regulations that may exist in the country where you reside. Clicking accept does not remove or affect your rights or obligations in regards to laws in your country. If any element of the PCOC conflicts with an enforceable law in your area, the law will prevail. All other non-conflicting elements of the PCOC will still be in effect and must be complied with.

I understand and agree that: ...

... I must comply with the Corporate Data Policy (CDP) and CDP Practices and that deliberate or reckless disregard of the CDP is a disciplinary offence which may result in disciplinary procedures

[1]

<http://intranet.prd.wcuk/ispages/cdp/html/index.htm>

... I must act responsibly in my use of the Group's systems and not knowingly breach the laws or regulations of any of the countries in which the Group operates **[2]**

... I must respect the Intellectual Property Rights (for example copyright, patents and trade marks) of other organizations and individuals, and of the Group. I will not use Group systems to engage in the transfer or storage of protected works, including but not limited to audio (e.g., MP3s) or video files. I understand that the use of file sharing systems is expressly forbidden. **[3]**

... When using the Group's systems I must avoid material that could reasonably be considered to be defamatory, offensive, harassing, disruptive, derogatory or which contains any sexual comments/images, racial or ethnic slurs, and any comments/images that could offend on the basis of race, gender, national origin, sexual orientation, age, religion, political beliefs, or disability

[4]

... My use of the Internet via the Group's facilities must be responsible and professional and that I am accountable for that use **[5]**

... I should not use insecure routes (e.g. Internet e-mail) for sensitive electronic communications unless management approves otherwise **[6]**

... I must not introduce viruses, attempt to breach system security, maliciously tamper with any of the Group's systems, or use the Group's systems to create or distribute chain letters or virus hoaxes **[7]**

... I must not compromise the confidentiality of Group data, procedures, and standards to which I have access unless their publication or release is authorized in writing **[8]**

... Data on the Group systems belongs to the Group and that I have no right to private use of the Group's systems (including the Internet and electronic mail) **[9]**

... The Group has the right to monitor, access and retrieve, use, and to disclose data, communications, messages and network traffic on or across the Group's systems and services **[10]**

... I must not access, or assist anyone else to access, the Group's data or systems other than as authorized **[11]**

... I agree, undertake and understand and fully consent to the Company having the right to access, monitor or retrieve any information across the group's network including the system used by me during my employment within the Group's network without requiring to seek any additional permission from me or without even having to intimate me prior to such access being effected **[12]**.

... My usernames, userIDs, passwords, and SecurID card and pin numbers identify me on the Group's systems and that I am accountable for their use and I must keep them confidential **[13]**

... I must not use - without senior management authorisation - someone else's username, userID, SecurID card, pin number or password **[14]**

... Once I am logged on to any of the Group's systems I should not leave my workstation unattended without first securing it, by locking it or by invoking a screensaver with a password **[15]**

... I must make every effort to keep my password confidential and that I must choose passwords that are not obvious (See the Group Intranet for hints on how to choose a secure password) **[16]**

... If a support person asks for my password to resolve a problem I must:

- challenge the reason the request is made
- be satisfied that there is no alternative approach to resolving the problem (that is, the explanation offered by the support person must be sound and convincing)
- supervise, to the greatest degree possible, all use of the password and ensure that my account is not misused
- change the password(s) disclosed to the support person as soon as possible after the resolution of the problem **[17]**

... I must be alert for security incidents, which could be software failures or the result of illicit activity, viruses etc, and report any unusual or atypical events to the Service Desk and my manager immediately **[18]**

... I must not install games on Group equipment **[19]**

... I must not install personal or non-Group software, including freeware or shareware, on Group equipment without senior management approval and the appropriate software license **[20]**

... I must only use software which is licensed to the Group within the terms specified and I must not copy software unless I am entitled to within the terms of the license. **[21]**

... I must not leave media (for example CDs, diskettes and tapes or printed representations of such) containing corporate data on desks, or otherwise unsecured, overnight **[22]**

... I am responsible for ensuring that data files stored on a PC or laptop are properly backed up (for example by saving data to a server which is backed up) **[23]**

... If I am authorized to use PCs and laptops off-site, I am personally responsible for the security of the hardware, software and data, and that I must take every reasonable precaution against their unauthorized access, loss or destruction **[24]**

... I am responsible for ensuring that visitors never have unsupervised access to corporate data or systems **[25]**

... I should take particular care to ensure that sensitive or business-critical material is disposed of in a controlled manner (e.g. paper shredded, diskettes destroyed) **[26]**

I have read and understand the Personal Code of IT Conduct – for information and Systems Security.

Signed.....Dated.....

Print Name.....

SECURITY OF DATA AND INFORMATION

This document set out the terms and conditions for the safe and confidential use of all information held by the above Company.

No documents must be removed from the Company's office without prior permission. Unauthorized copies of company documents are forbidden. Documents include any information held on computer files and database.

No information, whether written or verbal, concerning the company's business activities are to be disclosed to any company, individual or organization in or outside India without express permission.

No information concerning the affairs of WTW Global Delivery and Solutions India Private Limited's customers must be disclosed to any outside company, individual or organization in or outside India without the written permission of the customer, Willis Ltd. UK.

This document forms an implied condition of any employment or service contract with any individual and is signed below as an express acceptance of the above conditions.

Signature of Associate:

Date:

WTW Global Delivery and Solutions India Private Limited

Formerly known as Willis Processing Services (India) Private Limited
Corporate Identity Number: U72300MH1992PTC066724

Registered Office: #6, Godrej & Boyce Mfg. Co., Pirojshanagar, L. B. S. Marg, Vikhroli (W), Mumbai - 400 079, India. T: + 91 22 2519 2000, +91 22 66422000

Thane - I Office: Akruiti SMC, Unit No.201, Junction of L.B.S Marg & Pokhran Road No. 1, Thane – 400 601, Maharashtra. India. T: +91 22 21726000, +91 22 66836000

Thane - II Office: iTHINK Techno Campus, 7th Floor, A&B Wing, Off Pokhran Road No. 2, Subhash Nagar, Thane (W) – 400 607, Maharashtra. India. T +91 22 62106600, +91 22 71126600

Website: www.willis.co.in



Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>

Dolat Capital Result

1 message

TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in>

27 August 2018 at 20:22

To: Aasawari Namjoshi <aasawarinamjoshi14@gmail.com>, joel reuben <joel.reujoe@gmail.com>, Navil Rodrigues <rodriguesnavil@gmail.com>, Priyank Shah <priyank.shah998@gmail.com>, Bhanu Nadar <bhanu.nadar@gmail.com>, Edwin Clement <Edwinclement08@gmail.com>, niket athani <niketnariathani@gmail.com>, Nishant Seth <nishantseth41@gmail.com>, Rathil Vasani <rathilvasani@gmail.com>, rohitm13797@gmail.com, Omkar Joshi <omkarjoshi@gmail.com>, Tanvi Ranim <tanvi2881998@gmail.com>

Bcc: jayen.Modi@fragnel.edu.in

Greetings from Fr. Agnel's C.R. College of Engineering, Bandra.

Mahesh Sharma
Fr. Agnel's Fr. C.R. College of Engineering,
Fr. Agnel Ashram, Bandstand, Bandra(W),
Mumbai -400050
L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in



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

Dear Mahesh,

Greetings!!!!!!

Please note that we have shortlisted **Suraj Pal & Aadesh Bassi (Comps Department)** for the offer stage with Dolat Capital Market Pvt Ltd.

We shall share the offer letter shortly with them.

Also, we would like to keep **Marilyn Mathew (Comps Department)** on the waitlist. We shall update you about her final status as soon as possible.

Request you to acknowledge the mail.

Thanks & Regards,

DOLAT CAPITAL MARKET PVT. LTD.

Corporate Member : The Stock Exchange, Mumbai (BSE), National Stock Exchange of India Ltd. (NSE), OTC Exchange Of India (OTC)
The Stock Exchange, Ahmedabad (ASE), The Delhi Stock Exchange Association Ltd. (DSE)

20, Rajabshahdur Mansion, 1st Floor,
Ambalal Doshi Marg, Fort, Mumbai - 400 023.
Tel : (91-22) 2262 0539 / 2269 6791 / 92
Fax : 2265 0410 / 1278

Corporate Offices :

301-308, 3rd Floor, Bhagwati House, Plot A/19,
Verwa Deval Road, Andheri (West), Mumbai - 400 058.
Tel : 91-22-2673 2602 / 2673 2603 / 2673 2604
6570 4167 / 68 / 69 / 70 / 71 • Fax: 91-22-2673 2642

Email : dolatcapital@dolatcapital.com • Website : www.dolatcapital.com • CIN U65900MH1993PTC075189

September 05, 2018

Offer of Employment with Dolat Capital

Dear Aadesh Bassi,

It is my pleasure to extend the following offer of employment to you on behalf of Dolat Capital (Or in Dolat Group), further to the interview and discussions you have had with us. You are expected to join duly on 17/06/2019.

Dolat Capital is pleased to offer you a position of Software Developer. You will be on a probation period of six months. We trust that your knowledge, skills and experience will be among our most valuable assets.

Offer stands cancelled in case of any deviations in information or if you fail to report to us on or before pre-decided date.

You will need to submit all your (original on demand for verification only) qualification documents, relieving documents and salary slip (if any) of last six months with a copy of each, on the date of joining.

There would be a bond of 02 years commencing from your date of joining, if you break the bond you will have to pay us your 05 months' salary upfront as penalty

Your paid holidays for a year are 21 working days calculated on pro-rata basis.

Accept Job Offer

By signing and dating this letter below, I, Aadesh Bassi accept the job offer of Software Developer by Dolat Capital (or Dolat Group)

Signature: _____ Date: _____

Your yearly CTC will be 05.00 LPA (Bifurcations are as in the given annexure)



DOLAT CAPITAL MARKET PVT. LTD.

Corporate Member : The Stock Exchange, Mumbai (BSE), National Stock Exchange of India Ltd. (NSE), OTC Exchange Of India (OTC)
The Stock Exchange, Ahmedabad (ASE), The Delhi Stock Exchange Association Ltd. (DSE)

20, Rajabshahdur Mansion, 1st Floor,
Ambalal Doshi Marg, Fort, Mumbai - 400 023.
Tel : (91-22) 2262 0539 / 2269 6791 / 92
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Tel : 91-22-2673 2602 / 2673 2603 / 2673 2604
6570 4167 / 68 / 69 / 70 / 71 • Fax: 91-22-2673 2642

Email : dolatcapital@dolatcapital.com • Website : www.dolatcapital.com • CIN U65900MH1993PTC075189

Offer Letter Contd... ANNEXURE

Aadesh Bassi

SALARY BIRFURCATIONS ARE AS UNDER:

Company Cost : 05.00 LPA		
Salary Heads	Monthly	Yearly
Basic Salary	14633.00	175596.00
HRA	7317.00	87804.00
Convey Allow	1600.00	19200.00
CCA	11784.00	141408.00
A	35334.00	424000.00
Variables	B	50000.00
Flexible Heads		
FOOD COUPON	1250.00	15000.00
C	1250.00	15000.00
Mediclaime Policy	D	2000.00
Gratuity	E	8500.00
Allowances	F	0.00
TOTAL TAKE A To F	36237.00	499500.00
Deductions		
Professional Tax	200.00	2500.00
TDS	147.00	1764.00
Net Take Home	36237.00	495236.00

LIST OF STUDENTS SELECTED FOR ORACLE (OFSS) ON 8TH SEPTEMBER 2018

S No	Title	First Name(*)	Last Name(*)	Gender(*)	Current Qualification	Current GPA	UG College(*)
1	Mr	Akshaykumar	Hanmandla	Male	Information Technology	8.52	Fr. Conceicao Rodrigues College of Engineering, Mumbai
2	Mr	Ashutosh	Mishra	Male	Computer Engineering	8.24	Fr. Conceicao Rodrigues College of Engineering, Mumbai
3	Ms	Jill	Goswami	Female	Information Technology	8.51	Fr. Conceicao Rodrigues College of Engineering, Mumbai
4	Mr	Mohit	Mehta	Male	Computer Engineering	7.1	Fr. Conceicao Rodrigues College of Engineering, Mumbai
5	Mr	Rathil	Patel	Male	Computer Engineering	7.75	Fr. Conceicao Rodrigues College of Engineering, Mumbai
6	Ms	Rithika	P.B.	Female	Electronics Engineering	7.33	Fr. Conceicao Rodrigues College of Engineering, Mumbai
7	Ms	Riya	Tandel	Female	Electronics Engineering	8.52	Fr. Conceicao Rodrigues College of Engineering, Mumbai
8	Ms	Ruth Aradhana	Peter	Female	Computer Engineering	7.53	Fr. Conceicao Rodrigues College of Engineering, Mumbai
9	Mr	Samson	Anto Paul	Male	Computer Engineering	8.08	Fr. Conceicao Rodrigues College of Engineering, Mumbai
10	Ms	Shweta	Kadam	Female	Computer Engineering	8.04	Fr. Conceicao Rodrigues College of Engineering, Mumbai
11	Mr	Sreejit	Manappetty	Male	Electronics Engineering	8.33	Fr. Conceicao Rodrigues College of Engineering, Mumbai
12	Ms	Tanya	Jacob	Female	Computer Engineering	8.63	Fr. Conceicao Rodrigues College of Engineering, Mumbai

Reference ID: 11196877

May 27, 2019

Rithika P.B.

Dear Rithika P.B.,

We are pleased to offer you employment in the position of **Associate Consultant with Oracle Financial Services Software Limited ("OFSS")**. Your base of operation is **Mumbai, India**. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of **INR 475000** payable over twelve (12) months. In addition, you will be eligible to participate in the standard bonus compensation plan relevant to your role and line of business.

You will also be eligible to participate in the consulting bonus plan applicable to your role and your Line of Business and region. The consulting bonus plan depends on a number of factors, including the performance of the company, the line of business, your performance and funding by the line of business.

At your career level, you may be eligible to earn a Consulting Bonus of up to **INR 44160** per annum. Calculation of the bonus, and payment thereof, is subject to the discretion of the company. Consulting bonus will be paid out subject to you being on the rolls of the company at the time the bonus is paid out. The company may at any time and in its sole and absolute discretion, amend, suspend, vary, withdraw and modify any of the terms and conditions of the consulting bonus plan.

The break-up of your total gross compensation is given below:

Components	Amount (INR) p.a
Basic Salary	198718
Flexible Benefit Plan (FBP) **	242878
Annual Gross Pay (AGP)	441596
Company's Contribution to PF	23846
Company's Contribution to Gratuity	9558
Total Gross	475000

** - Details of Flexible Benefit Plan is provided in the Annexure "Employment Agreement & Employment Benefits"

The Company may, at any time, review and/or restructure the Compensation Package.

You are eligible for a one-off relocation benefit of **INR 20000**. The relocation benefit will comprise of:

- Travel Fare for self, spouse, dependent children (Economy Class Airfare or II A/C train)
- Transportation of Personal Effects or excess baggage to host location
- Visa for employee and dependents.

You may choose to utilize the total amount for any of the above mentioned relocation components but the utilization will have to be in accordance to the Oracle Relocation & Travel Policy. No encashment is available for the unconsumed benefit. Please contact your HR Representative to avail this benefit. Non compliance to the policy would render all claims null and void.

Reference ID: 11198882

May 27, 2019

Riya Tandel

Dear Riya Tandel,

We are pleased to offer you employment in the position of **Associate Consultant with Oracle Financial Services Software Limited ("OFSS")**. Your base of operation is **Mumbai, India**. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of **INR 475000** payable over twelve (12) months. In addition, you will be eligible to participate in the standard bonus compensation plan relevant to your role and line of business.

You will also be eligible to participate in the consulting bonus plan applicable to your role and your Line of Business and region. The consulting bonus plan depends on a number of factors, including the performance of the company, the line of business, your performance and funding by the line of business.

At your career level, you may be eligible to earn a Consulting Bonus of up to **INR 44160** per annum. Calculation of the bonus, and payment thereof, is subject to the discretion of the company. Consulting bonus will be paid out subject to you being on the rolls of the company at the time the bonus is paid out. The company may at any time and in its sole and absolute discretion, amend, suspend, vary, withdraw and modify any of the terms and conditions of the consulting bonus plan.

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- Travel Fare for self, spouse, dependent children (Economy Class Airfare or II A/C train)
- Transportation of Personal Effects or excess baggage to host location
- Visa for employee and dependents.

You may choose to utilize the total amount for any of the above mentioned relocation components but the utilization will have to be in accordance to the Oracle Relocation & Travel Policy. No encashment is available for the unconsumed benefit. Please contact your HR Representative to avail this benefit. Non compliance to the policy would render all claims null and void.



Congratulations and welcome to Oracle. We are delighted that you have decided to grow your career with us. We are a global market leader in cloud solutions and the world's #1 enterprise database, serving more than 400,000 customers across a wide variety of industries in more than 145 countries around the globe.

Our future success is strongly linked to the quality of talent in our organization; our employees are the best and the brightest in the industry. We provide our global workforce of more than 130,000 employees an environment that fosters a culture of innovation, excellence and continuous learning. Like others before you, you will be able to build your career at Oracle into a lifelong journey of personal growth and success.

Please be sure to watch our [Life at Oracle](#) employee video series for firsthand accounts of what it is like to work at Oracle and learn more [about Oracle](#) and [our product offerings](#).

To prepare for your employment with Oracle, we've included a New Employee Offer Packet containing the documents you will need to click accept and/or sign and return to Oracle before you begin – along with instructions for doing so. We've also included information that will help you in your first few days on the job. Please contact your hiring manager to ask questions and decide on your start date.

You have chosen an exciting time to join us. Again, congratulations and welcome to Oracle - we look forward to your arrival.

Joyce Westerdahl

Executive Vice President of Human Resources, Oracle

Reference ID: **11197667**

May 27, 2019

Sreejit Manappetty

Dear Sreejit Manappetty,

We are pleased to offer you employment in the position of **Associate Consultant** with **Oracle Financial Services Software Limited ("OFSS")**. Your base of operation is **Mumbai**, India. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of **INR 475000** payable over twelve (12) months. In addition, you will be eligible to participate in the standard bonus compensation plan relevant to your role and line of business.

You will also be eligible to participate in the consulting bonus plan applicable to your role and your Line of Business and region. The consulting bonus plan depends on a number of factors, including the performance of the company, the line of business, your performance and funding by the line of business.

At your career level, you may be eligible to earn a Consulting Bonus of up to **INR 44160** per annum. Calculation of the bonus, and payment thereof, is subject to the discretion of the company. Consulting bonus will be paid out subject to you being on the rolls of the company at the time the bonus is paid out. The company may at any time and in its sole and absolute discretion, amend, suspend, vary, withdraw and modify any of the terms and conditions of the consulting bonus plan.

The break-up of your total gross compensation is given below:

Components	Amount (INR) p.a
Basic Salary	198718
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** - Details of Flexible Benefit Plan is provided in the Annexure "Employment Agreement & Employment Benefits"

The Company may, at any time, review and/or restructure the Compensation Package.

You are eligible for a one-off relocation benefit of **INR 20000**. The relocation benefit will comprise of:

- Travel Fare for self, spouse, dependent children (Economy Class Airfare or II A/C train)
- Transportation of Personal Effects or excess baggage to host location
- Visa for employee and dependents.

You may choose to utilize the total amount for any of the above mentioned relocation components but the utilization will have to be in accordance to the Oracle Relocation & Travel Policy. No encashment is available for the unconsumed benefit. Please contact your HR Representative to avail this benefit. Non compliance to the policy would render all claims null and void.

If you have received relocation benefits within the last 24 months, elect on your own volition to change Country or City into a new role after 12 months, no relocation assistance to new Country or City will be extended. These benefits shall cease upon the termination of your existing employment contract with Oracle.

Temporary accommodation would be provided for you, your spouse and dependent children for a period not exceeding 30 days, at Oracle preferred hotels. Expenses related to members other than those prescribed above would have to be borne by you.

You have to initially settle the dues to the hotel and can claim for reimbursement of expenses along with original bills. Temporary accommodation will be provided only for the number of days given above.

The expenses on stays of up to and including 15 days would not be taxed. If the temporary accommodation is used for more than 15 days, the expenses will be borne by the Company; however, the taxes on the expenses for the entire temporary accommodation duration will have to be borne by you.

Please refer to the offer pack for information regarding booking the Temporary Accommodation.

Recovery of Costs: All relocation expenses reimbursed by the Company to the employee or incurred by the Company on the employee's behalf whether for travel, shipping, boarding and lodging or any other, will be fully refundable to the Company should the employee leave the Company's service for any reason whatsoever before the end of one year from date of joining. The Company may deduct this amount from any monies due to the employee. Relocation and related expense thereof are taxable and such tax will be payable by the employee.

This offer is our formal contract and must be read and accepted in conjunction with the Employment Agreement, Proprietary Agreement and Disclosure of interest. In addition to these terms and conditions stated in the above documents, there are other company policies and procedures which you agree to observe and follow during your employment with Oracle. These company policies and procedures may be varied from time to time.

This offer of employment is contingent upon no adverse information being obtained during reference checking with previous employers, approval of your employment / immigration pass application (if applicable) and satisfactory completion of Oracle's pre-employment background screening process (including verification of educational qualifications and credentials). If you fail any of the above checks, validation or approval, or do not cooperate or provide assistance in undergoing such checks, validation or approval process, this offer will immediately lapse without any claim against, or liability to Oracle.

Once all the information has been obtained and you have satisfactorily completed and passed Oracle's pre-employment background screening process, you will be advised of your commencement date. Upon commencement with Oracle, a final background check will be undertaken in respect of your former employment as may be applicable. In the event that you have provided incorrect, false or misleading information in relation to your former employment, your employment with Oracle will immediately be terminated without any notice.

In the event that you have commenced working for Oracle prior to completion of the background screening process, and have subsequently fail any of the checks, validation or approval, or have not co-operated or provided assistance in undergoing such checks, validation or approval process, your employment will be terminated with immediate effect without any claim against, or liability to Oracle.

By accepting this offer you confirm that there are no contractual or other legal impediments which may prevent you commencing employment with the Company. Upon acceptance by you, this offer shall form the employment agreement between you and the Company.

New employees are inducted **every Monday beginning 09:00 am**. You may therefore choose to commence on any Monday based on prior confirmation. On your day of commencement you will be required to sign in all pages including Employment Agreement for our records, a copy of the offer and the Proprietary Information Agreement.

If you have any questions regarding the conditions of your offer, please feel free to contact your HR Rep **Smitha Oswal** at **91-22-67183091**.

The letter of offer is valid for one (1) week from the date hereof for conveying your acceptance and conditional on confirmation by you that you will commence employment on the date specified by your Manager (unless agreed otherwise by your Manager).

This offer will automatically lapse if not accepted within one (1) week from the date hereof. We look forward to having you with us in our team.

Yours Sincerely,
For **Oracle Financial Services Software Ltd**



Bindu Venkatesh
Vice President – Human Resources & Training

OFFER LETTER ACCEPTANCE:

I, **Sreejit Manappetty** agree with all the above terms and conditions of employment with Oracle.

I shall commence employment with effect from **August 19, 2019** unless I am notified by HR that I should commence on an alternative date.

This contract is legally binding based on the laws of India.

Signature: _____ Date: _____

EMPLOYMENT AGREEMENT & EMPLOYMENT BENEFITS

This section sets out Oracle's terms of employment and some of Oracle's current benefits extended to employees. Regular full time employees are eligible for these benefits, subject to Company's policies, rules and guidelines. However these benefits are pro-rated for Part time and Temporary employees. Oracle reserves the right to review these benefits on a regular basis and make adjustments or withdrawals where appropriate. These benefits shall cease upon termination of your employment with Oracle, and may also cease if you take long-term personal leave of absence.

You will need to check with your local HR team for details.

I) TERMS OF EMPLOYMENT

REMUNERATION PAYMENT ADVICE

Salary will be paid into your salary account by the last day of each month. Should the payment date fall on a public holiday or a non-working day, payment will be made on the previous working day.

Your remuneration will be subject to annual review, or at such times as may be appropriate. Review dates are set by Corporate Headquarters. We strongly urge you to seek professional income tax advice on your personal tax commitments on cash compensation, stock options and any private investments. Please ensure that you are aware of the necessary implications as applicable to your individual situation. The Company will review your performance throughout your employment. A performance review will not necessarily result in a salary increase.

You will appreciate that information relating to your remuneration package is strictly confidential and hence request you to maintain this confidentiality.

WORK HOURS

You are bound by the rules relating to working hours, shift timing, rest interval, leave and related matters which are currently in force or may be introduced from time to time. You may from time to time also be required to work at different times, including at night.

TRAVEL AND TRANSFERS

During your employment with Oracle, you may be expected to travel to customer sites and other Oracle offices should there be a need. Oracle may also in its discretion transfer you to another job, department, branch, office or customer site (which is in existence either at the time of your appointment or is established, acquired or otherwise comes into existence in the future), whether situated in the same location or other locations in India or abroad. You may also be required to transfer to another company which is affiliated with or related to the Company or in which the Company has an interest.

Although the Company will endeavor to ensure that any transfer or relocation does not cause unnecessary disruption to your status, the Company does not guarantee the continuation of any facility or perquisite upon transfer. In all cases of transfers, you will be governed by Oracle's transfer policy.

Reasonable relocation costs (as determined by Oracle) may be paid if applicable, subject to Oracle's Relocation Policy in effect at the time of such relocation.

In the event of transfer of your employment to any company in Oracle Corporation, your new employment will be subject to the terms of this Agreement until you sign another one with the new employing company.

VISA

For non-India citizens, you may not commence employment unless you have a legal entitlement to live and work in India. Your employment period will be subject to the approval of your work permit by the Immigration Department. Subsequent renewal or extension thereon is also subjected to Oracle Management and Immigration approvals.

OBLIGATIONS TO THE COMPANY

You are required to:

- a) Follow all reasonable and lawful directions of your manager or of any authorized person in the course of employment;
- b) Devote your working time and attention to the business of the Company and perform the duties assigned to you to the best of your abilities, in good faith and in compliance with the law;
- c) Thoroughly familiarise yourself with and comply with all the Company's policies, rules, procedures and guidelines in place from time to time, including Oracle's Code of Ethics and Business Conduct, a copy of which is included in the Offer Packet;
- d) Undertake all mandatory training within 30 days of commencement of employment with the Company and thereafter at regular intervals as may be required, including completion of Oracle's Ethics and Business Conduct course available on-line through the Oracle intranet and accessible to all employees at the following URL:<http://my.oracle.com/content/web/CNT244762>
- e) Review and abide by all policy communications and any guidelines, which may be sent to you from time to time by way of electronic mail notification and/or the Oracle intranet.

CODE OF ETHICS AND BUSINESS CONDUCT

Your adherence to the Oracle Code of Ethics and Business Conduct is vital to Oracle and to your success at Oracle. When you accept this letter of offer, you are agreeing to thoroughly familiarize yourself with the Oracle Code of Ethics and Business Conduct and abide by it. You also agree to take Oracle's Ethics and Business Conduct course, available on-line through Oracle's intranet. The Oracle Code of Ethics and Business Conduct and Oracle Policies are available on the APAC HR website, accessible to all employees from myoracle Home Page.

You agree, after beginning employment, to access the APAC and India HR Website and thoroughly familiarize yourself with Oracle's policies as amended from time to time. These policies do not form part of your contract of employment. However, you are expected to abide by these policies. Additionally, from time to time, Oracle will communicate important information about its policies by way of electronic mail notification and/or the Oracle intranet. By signing this agreement, you agree to thoroughly review these policy communications and to abide by them.

CONFIDENTIALITY AND PROPRIETARY INFORMATION

All information, documentation and resources, however provided, remain at all times the confidential property of the Company. You will not disclose the same to any third party or use them for personal benefit or gain without prior authorisation from the Company. It is a condition of your employment that you accept and abide by the terms of the Proprietary Information Agreement included in the offer packet. Any breach of security or confidentiality is regarded very seriously and could lead to termination of employment.

You shall not knowingly export directly or indirectly any U.S origin technical data to those countries for which a U.S and/or Indian export license is required under U.S and/or Indian Export Administration Regulations without obtaining from the U.S Department of Commerce and/or the Indian Government a license authorizing

to export.

PRIVACY AND PERSONAL DATA TRANSFER

Oracle may collect and use your personal information for a variety of purposes related to your employment with Oracle, including without limitation processing job applications, administering payroll and benefits, travel, general employment management, job assignment and service delivery, and compliance with legal and regulatory requirements to which Oracle is subject directly or indirectly.

Oracle may transfer employment-related records from global jurisdictions in which Oracle subsidiaries operate to Oracle America, Inc. for centralization purposes. Such transfers are accomplished under the terms of Oracle's Agreement for the International Transfer of Personal Information within the Oracle Group which specifies internal data processing principles as well as specific physical, technical and organizational security measures for the handling of such records. Personal data may be accessed from Oracle locations worldwide, as required for business purposes, by personnel with appropriate access privileges. Oracle may also share your personal information with third parties as necessary in connection with employment, service delivery, corporate governance, corporate acquisitions and compliance with legal or regulatory requirements and activities.

CESSATION OF EMPLOYMENT

Termination of employment by either party shall be one month's notice in writing or payment in lieu of notice. Such notice may not be offset by unused leave. Oracle may end this contract and terminate your employment immediately without notice or further compensation to you:

- If your actions at any time constitute a serious breach of Oracle's standards of behavior and/or employment conditions, including but not limited to, any breach of any of the provisions of this Employment Agreement, the Proprietary Information Agreement or the Code of Ethics and Business Conduct; you are guilty of any serious misconduct or willful neglect in the discharge of your employment duties; or you engage in any conduct of a criminal nature (including but not limited to assault, theft and fraud).
- If it is found at any time that any information provided by you is not true and correct, or that you have knowingly suppressed any information or if any other adverse or relevant information comes to light. This offer is made on the understanding that all information given by you in the application/employee data form/during the interview, or data provided by you prior to or at the time of joining the Company is true and accurate.
- If you do not pass the qualifying examination in the first attempt and if you have any arrears till the final examination. (APPLICABLE ONLY TO CAMPUS/FRESHERS HIRES)

DEDUCTIONS

During your employment or upon termination of your employment for any reason, Oracle may deduct from your salary (including holiday pay) or outstanding expenses claims, any overpayments, outstanding debts or monies owed by you to the Company or the value of any unreturned Company property.

JOB ASSIGNMENTS

You may during the course of your employment be given assignments based on the Company's reasonable business needs which the Company considers are suited to your background, qualifications and/or experience. In addition, based on the reasonable business needs of the company, you may be moved between the manager and individual contributor job roles as required. You shall not refuse to carry out any assignment or role solely on the ground that it has not been or does not form part of your usual duties. You will not be entitled to any additional compensation for carrying out such assignment or role if, in the opinion of the Company, the job or the duties are equivalent to your initial position or duties.

RETIREMENT

You will retire from service on completion of 60 years of age. Thereafter the company may offer you a new employment contract at its discretion.

JURISDICTION

In the event of any dispute regarding the terms and conditions of your employment, you agree that you will be subject to the jurisdiction of the relevant courts and the laws of Mumbai, India.

JOINING FORMALITIES

You are requested to follow the formalities set out in this Employment Agreement to complete your joining formalities.

II) FLEXIBLE BENEFITS PLAN (FBP)

The FBP is a component of your gross compensation package as specified in your offer letter that accompanies this document. The FBP intends to provide you with flexibility to plan your expenditure and income tax. You will be eligible to claim the benefits under FBP under its various heads subject to (a) aggregate of such heads not exceeding the maximum FBP amount mentioned in the offer letter and (b) the guidelines/ norms mentioned in the table below:

S.No.	Benefits	Value (per annum)	Details
A.	House Rent Allowance	Minimum of 5% and up to a maximum of 50% of Basic salary	Tax exemption will be extended as per Tax laws
B	Meal Allowance	Up to INR 20,400 with denominations of Zero, INR 3,000 or INR 6,000 or INR 9,900 or INR 10,800 or INR 15,600 and INR 20,400.	Meal Allowance, as part of FBP, is extended to employees who would be provided with meal cards. These meal cards can be used at all OFSS cafeterias and also other eating joints for buying food and non-alcoholic beverages only.
C	Leave Travel Allowance	Up to 7.5% of Basic	Will be reimbursed against actual bills subject to prevailing Indian Income Tax regulations. Any unclaimed amount, will be paid as per company policy, subject to tax.
D	Employer contribution towards Superannuation Fund -	This is an optional scheme. If opted by the employee will be given one time option at the time of joining and subject to FBP balance being available, the company contribution shall be at a fixed rate of either 5% or 10% of Basic salary.	The option to contribute to Superannuation fund can be exercised only once during the employment at Oracle India and at the time of joining. If Superannuation is opted for, any statutory outflows, levies on account of Superannuation contributions would be to your account.

E	Employer contribution towards National Pension Scheme (NPS)	This is an optional scheme. If opted by the employee and subject to FBP balance being available employee can request company to contribute a minimum of INR 6000 per annum and not exceeding 10% Basic salary.	Contribution towards NPS will commence once the Permanent Retirement Account Number (PRAN) as per the scheme is submitted to the company. Till the PRAN details are submitted, any amount chosen towards NPS, will be paid as part of Special Allowance. If an employee opts for this benefit then every year employee would have the ability to vary the employer's contributions to NPS within the limit specified subject to a minimum contribution of INR 6000 per annum. A new hire without an earlier active NPS account will have the ability to opt for this benefit within the scope of this FBP only in the month of April of the following year. For more details regarding the NPS, please refer to the following link. http://pfrda.org.in/
F	Special Allowance	Remaining FBP amount	FBP amount as per offer, less the total amount distributed to benefits, as mentioned above. This will be paid subject to Tax.

Note:

1. It is to be understood that the above FBP components can't be claimed as a matter of right. Employee's leverage of the FBP is dependent upon the FBP amount mentioned in the offer letter.
2. You are required to declare on the day of your joining employment and once during every financial year in April, the FBP components that you would like to opt for and the amounts that you would like to allocate based on the total FBP amount applicable to you.
3. The FBP allocation shall be such that at the minimum, the allocation towards House Rent Allowance and Special Allowance together with the Basic Salary that has been offered to you, shall not be less than INR 253,200 p.a.

You are only eligible for these benefits, perquisites and entitlements after you have joined the Company and subject to the Company's policies, rules, procedures and/or guidelines that may be issued and/or amended from time to time. All benefits, perquisites and entitlements (including reimbursements) are subject to any relevant and applicable Income Tax provisions, including taxation on perquisite value.

These benefits, perquisites and entitlements shall cease upon the termination of your employment with the Company. They may also cease if you take unpaid leave. You should check with your local HR team for details.

III) OTHER BENEFITS

PROVIDENT FUND/ EMPLOYEE PENSION SCHEME

You will be required to subscribe to the Provident Fund/Employee Pension Scheme as may be applicable to you. The Company will contribute 12% of your Basic salary toward this fund/ scheme.

If you are holding any travel document other than an Indian Passport, you will be treated as an "International Worker," in accordance with the provisions of the Provident Fund Act. Please refer to http://www.epfindia.com/site_en/International_workers.php?id=sm3_index for further details.

GRATUITY

Gratuity will be payable in line with the statutory provisions, upon separation from the Company, subject to completion of minimum of five years of employment with the Company.

HOUSE RENT SECURITY DEPOSIT

Any employee entering a new personal lease for rental accommodation for his/her self is eligible to apply for an advance to pay for the security deposit as per company policy. In accordance with the Company's policy, this advance will be recovered from the employee's salary in installments.

MEDICAL INSURANCE

All employees, their spouse and two dependent children will be enrolled under the Company's Group Medical Insurance scheme.

In addition, employees have an option to enroll dependent parents under the scheme on the day of their joining Oracle. If opted, the premium for parents, as applicable from time to time, will be recovered from the employee's salary.

Insurance cover will begin after the insurance company accepts and processes all information provided by the employee after joining. To facilitate early enrolment, employees are required to provide, immediately on joining, all information necessary for the group insurance policy.

The claims settlement will be as per the Insurance Policy and Co-pay guidelines of the Company. Co-pay is an arrangement wherein a percentage of total claim amounts will be settled by the Insurance Company and the remaining percentage is borne by the employees. The claims will have to be submitted by the employee directly to the insurance company and will be subject to the policies of the insurance company.

The Company reserves the right to modify the terms and conditions of the medical insurance scheme from time to time.

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the Company has subscribed to group term life insurance. The insurance coverage is equivalent to two times Annual Gross Pay (AGP) or Rs. 10 Lac (whichever is higher), payable in the event of demise of an employee, subject to the terms and conditions of the insurance policy.

If the sum insured per aforesaid policy exceeds a particular limit then the extent of insurance benefit will be determined by the Insurers subject to certain reviews & evaluations by the Insurance Company. For further details on this, you can refer to the Total Rewards section of the India HR portal.

Employees on attaining 60 years of age will be covered under this policy, subject to renewal of the employment contract, the employees producing the Good Health Certificate and also clearing the required medical tests prescribed by the Insurance Company.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Oracle Group Personal Accident Policy, for any partial or total disablement arising out of an accident, subject to the terms and conditions of the said policy.

IV) VARIABLE PAY

- a) Your variable compensation is dependent on your role in the Company. Change in role can also mean a change in variable pay. In such case you would be required to adopt the variable associated with your next role and the global standard for this role, which may be at a different level - either

higher or lower than the role you are vacating.

- b) If you move to a new role with a different variable compensation plan, your Base Pay (AGP) and Variable pay might be adjusted including reduction in Base Pay as applicable to the new role.

V) JOINING FORMALITIES

1. You are requested to report at the following address depending on your place of posting, on the stipulated date of joining to complete your joining formalities:

Bangalore (Global Axis)	Chennai	Mumbai (GO)	Pune
Oracle Financial Services Software Ltd. Gopalan Enterprises Pvt. Ltd. (SEZ) Global Axis, Unit – I, #152, EPIP Zone, Whitefield, Bangalore - 560066 India Tel : +91 80 4918 0000 Tel : +91 80 3348 0000 Fax : +91 80 6695 2300 Contact Person : Gireesh PS Contact No : +91 80 4918 4595	Oracle Financial Services Software Ltd. Green I Tech, # 5 Muthiah Mudali Street, Off Cathedral Road Chennai - 600 086 India Tel : +91 44 6696 1000 Fax : +91 44 6678 4001 Contact Person : Sopna Devi Contact No : +91 44 6696 1550	Oracle Financial Services Software Ltd. (GO) Oracle Park, Off Western Express Highway Goregaon (East) Mumbai - 400 063 Maharashtra India Tel : +91 22 6718 3000 Fax : +91 22 6718 3001 Contact Person : Rima Shah Contact No : +91 22 6718 2122	Oracle Financial Services Software Ltd. Oracle Park, Ambrosia, Pune - 411 021 Maharashtra India Tel : +91 20 6656 2000 Fax : +91 20 6656 2012 Contact Person : Sunita Mokar Contact No : +91 20 6656 2127

2. At the time of your joining, you are required to submit a copy of the following testimonials:
 - A. Educational Qualification
 - a) Graduation – degree certificate and / or marks cards of all years / semesters
 - b) Post-Graduation – degree certificate and/ or marks cards of all years / semesters
 - B. Work Experience
 - a) Experience & relieving certificates or resignation acceptance letter of your current employer.
3. In addition, you are required to submit the following:
 - a) 4 passport size photographs in color with white background
 - b) Copy of Work Permit (in the case of Expatriates)
 - c) Proof of identity (e.g.: Passport, Driver's license, PAN card, Ration card, Voter ID card)
 - d) Duly completed Declaration Form for Aadhaar Number, which is required by the Provident Fund Authority for the purpose of enrolling you for PF benefit and remittance of PF contributions. This is a mandatory requirement in order to obtain a Universal account Number (UAN) or link your current UAN, if any, with Oracle's PF Code, which is required for the purpose of enrolling employees under the Employee provident Fund and Employee Pension Scheme, for which there is no alternative. This declaration form will be provided to you on the day of your joining.

Note: In case you do not have Passport and PAN Card, it is mandatory for you to apply for one within 15 days of joining. You will need to submit a copy of the application receipt for the same to the On boarding team.
4. The induction would be commencing at 9.00 am on your confirmed date of joining. However, you are requested to report at the venue latest by 8:45 am.
5. Prompt receipt of the above testimonials and documents, along with the personal data form and the other enclosure duly completed would help us to complete the joining formalities seamlessly. Your

cooperation is solicited in complying with the above.

Acknowledgement:

I acknowledge that I have read and that I understand the terms of this agreement. I understand that by signing this document, I agree to be bound by all the terms, conditions and obligations set forth above.

Signature: _____

Name: **Sreejit Manappetty** Date: _____

APPENDIX II



PROPRIETARY INFORMATION AGREEMENT

Oracle Financial Services Software Ltd ("OFSS") develops, markets, licenses and distributes computer software products and other technology, and provides technical support, consultation, educational and other services relating to Oracle products. Oracle develops and uses confidential and proprietary information in its business. This information may relate to technical matters, such as the development of a new product or service, or to non-technical matters, such as marketing or financial information. As a result of your Oracle employment, you may develop, receive or otherwise have access to confidential or proprietary information which is of value to Oracle. This agreement sets forth your responsibilities concerning confidential and proprietary information.

As an employee of Oracle and as a condition of my Oracle employment, I agree to abide by the following terms and conditions:

1. My employment creates a relationship of confidence and trust between me and Oracle with respect to certain information of a confidential, proprietary or trade secret nature. For the purposes of this agreement, all such confidential, proprietary or trade secret information will be referred to as "Proprietary Information".

Proprietary Information includes by way of illustration and without limitation:

- a. all software and other technology developed or licensed by or for Oracle or its affiliates or licensed to Oracle or its affiliates by a third party, and any documentation relating to such software or technology; the term "software" as used in this paragraph refers to software in various stages of development or any product thereof and includes without limitation the literal elements of a program (source code, object code or otherwise); its audiovisual components (menus, screens, structure and organization), any human or machine readable form of the program, and any writing or medium in which the program or the information therein is stored, written or described, including without limitation diagrams, flow charts, designs, drawings, templates, specifications, models, data, bug reports and customer information;
- b. marketing and sales plans or forecasts, product development plans, competitive analyses, benchmark test results, supplier and purchasing information, budgets and non-public financial information, licenses, contracts and all related documents, customer lists and information regarding other employees, their skills and compensation;
- c. all information which Oracle has a legal obligation to treat as confidential or which Oracle treats as proprietary or designates as confidential or for internal use only, whether or not owned or developed by Oracle.

Proprietary Information shall not include information known publicly or generally employed in the trade, nor shall it include generic knowledge that I would have learned in the course of similar employment elsewhere.

At all times, both during and after my employment with Oracle, I will hold Proprietary Information in confidence, I will not by any means transfer, publish, disclose or report Proprietary Information directly or indirectly, except such disclosure to other Oracle employees or authorised third parties as may be necessary in the ordinary course of performing my duties for Oracle or otherwise as directed by Oracle. I will not use Proprietary Information except in the course of performing my duties for Oracle.

2. My performance as an employee of Oracle will not breach any agreement or obligation to keep in confidence the proprietary information of a former employer or other entity or person; I will not bring any proprietary information of a former employer or other entity or person to Oracle; and I will not use in the performance of my work with Oracle any proprietary information of a former employer or other entity or person without written authorization from my former employer, other entity or person.
3. All ideas, processes, inventions, modifications, and all intellectual property rights throughout the world

(including copyright) relating to any work or business carried on by Oracle, conceived by me alone or with others during the term of my employment, whether or not conceived during regular business hours ("the Intellectual Property"), shall immediately on its creation belong exclusively to Oracle. Without limitation of the foregoing, I grant Oracle the right to reproduce, alter, add to, take from, adapt, translate, edit, destroy or otherwise deal with the Intellectual Property without attribution of authorship to me and agree that such authorship may be, in Oracle's sole discretion, attributed to any other company or person at any time. Further, I agree to execute without receiving additional compensation: (a) any formal documents necessary to assign the Intellectual Property to Oracle; and (b) all documents required to obtain a patent, register a copyright, or enforce or ensure Oracle's rights in such Intellectual Property. These obligations shall continue beyond the termination of employment.

4. I will promptly disclose to Oracle all ideas, discoveries, inventions or "know how," including without limitation, all processes, devices, or apparatus, or any modification, improvement or use thereof (collectively referred to as "Developments"), relating to any current or reasonably anticipated business of Oracle, conceived or reduced to practice by me alone or with others during the term of my employment, whether or not conceived during regular business hours.

I further acknowledge and agree that all Developments shall be the sole and exclusive property of Oracle and are considered "works made for hire" for the purposes of Oracle's rights under copyright laws. To the extent that any Development may not be considered a "work made for hire", I hereby assign to Oracle such Developments and all rights therein, except those Developments, if any, the assignment of which is prohibited by law. I further agree to execute any documents and to do all things necessary, without additional compensation whether during my Oracle employment or after: (a) to assign all right, title and interest in any Development to Oracle and (b) to assist Oracle in registering, prosecuting, perfecting, protecting, maintaining and enforcing any patent, copyright, trade secret or other right or interest in any Development for any and all countries. Without limitation of the foregoing, I grant Oracle the right to reproduce, alter, add to, take from, adapt, translate, edit, destroy or otherwise deal with the Developments without attribution of authorship to me and agree that such authorship may be, in Oracle's sole discretion, attributed to any other company or person at any time. My obligations under this section shall continue beyond the termination of my employment.

5. I acknowledge that it is my absolute responsibility to ensure that any Developments owned by me, which relates to responsibilities of the kind which I may undertake at Oracle and which I desire to remove from the operation of this agreement has been identified in Exhibit A, attached hereto. If nothing is listed on Exhibit A, or if no Exhibit A is attached I warrant that no such intellectual property exists. If any Development assigned hereunder is based upon, or is incorporated into or is an improvement or derivative of, or cannot reasonably be made, used, reproduced and/or distributed without using or violating technology or rights owned or licensed by me and not assigned hereunder, I hereby grant Oracle a perpetual, worldwide, royalty-free, non-exclusive and sub-licensable right and license to exploit and exercise all such technology and rights in support of Oracle's exercise or exploitation of any such assigned Development(s) (including any modifications, improvements and derivatives thereof).
6. For the avoidance of doubt and to the extent permitted by law I consent to any act or omission of Oracle which would, but for this consent, infringe any of my moral rights (or any similar rights granted in any country of the world).
7. I will not during my Oracle employment engage in any other employment, occupation, consulting or other activity related to the business in which Oracle is now involved or becomes involved during the term of my employment.
8. I will not, during my Oracle employment and for a period of six months after the termination of my Oracle employment, directly or indirectly, whether through a third party or otherwise, recruit, solicit, induce, invite or otherwise encourage any Oracle employee to accept an employment or independent contractor or other business relationship with an employer or entity or person other than Oracle.
9. I will upon termination of my Oracle employment reaffirm my recognition of the importance of maintaining the confidentiality of Oracle's Proprietary Information and reaffirm all of the obligations set forth in this agreement.
10. I agree that upon termination of my Oracle employment I will immediately deliver to Oracle, and will not keep in my possession, recreate or deliver to anyone else, all property and materials belonging to Oracle

including without limitation documents, software, discs, diskettes, tapes, records, data, notes and correspondence and copies or reproductions thereof whether or not developed by me during the course of my employment with Oracle, hardware, computers, terminals, telephones, badges, business cards, handbooks, policy manuals, software manuals and telephone directories. Upon termination of my Oracle employment, I will immediately cease using and/or accessing any and all Oracle accounts, including but not limited to email, voicemail, and other computer and network systems or accounts.

11. I agree that I will not, for a period of six months after the termination of my Oracle employment, for my own account or for the account of any other person or entity, solicit, call on or provide services similar to those which I provided to customers or clients of Oracle during my Oracle employment, for any of Oracle's customers or clients or prospective customer or client located in India or in any other countries during the twelve months preceding my termination from Oracle.
12. I release Oracle from any infringement of my personal or property rights which occurs through the exercise by Oracle of: any of its rights under this agreement; or any rights acquired by Oracle through my employment.
13. I understand and acknowledge that this agreement will be binding upon my heirs, executors, administrators and other legal representatives and will be for the benefit of Oracle, its successors and its assigns.
14. I agree that any legal action or proceeding involving Oracle which is in any way connected with this agreement may be instituted in Mumbai, India. I agree to submit to the jurisdiction of, and agree that venue is proper in, the aforesaid courts in any such legal action or proceeding.
15. If any provision of this agreement is determined to be invalid or unenforceable, the validity or enforceability of the other provisions shall not be affected. I understand that the obligations imposed upon me by this agreement are in addition to and not in substitution of any duties and obligations which I may otherwise owe to Oracle to keep the Proprietary Information confidential. If I fail to comply with this agreement I will indemnify Oracle for all loss and damage which Oracle may suffer.
16. I will not enter into any agreement, written or oral, that conflicts with the provisions of this agreement. I acknowledge that this agreement survives my employment by Oracle and that it may only be amended through written agreement between Oracle and I.

I acknowledge that I have read and that I understand the terms of this agreement. I understand that by signing this document, I agree to be bound by all the terms, conditions and obligations set forth above.

Signature: _____

Name: **Sreejit Manappetty**

Date: _____

FOR OFFICE USE ONLY

Accepted, agreed and executed for **Oracle Financial Services Software Ltd**

Signature:



Date: May 27, 2019

Name: Bindu Venkatesh (Vice President - Human Resources & Training)



Congratulations and welcome to Oracle. We are delighted that you have decided to grow your career with us. We are a global market leader in cloud solutions and the world's #1 enterprise database, serving more than 400,000 customers across a wide variety of industries in more than 145 countries around the globe.

Our future success is strongly linked to the quality of talent in our organization; our employees are the best and the brightest in the industry. We provide our global workforce of more than 130,000 employees an environment that fosters a culture of innovation, excellence and continuous learning. Like others before you, you will be able to build your career at Oracle into a lifelong journey of personal growth and success.

Please be sure to watch our [Life at Oracle](#) employee video series for firsthand accounts of what it is like to work at Oracle and learn more [about Oracle](#) and [our product offerings](#).

To prepare for your employment with Oracle, we've included a New Employee Offer Packet containing the documents you will need to click accept and/or sign and return to Oracle before you begin – along with instructions for doing so. We've also included information that will help you in your first few days on the job. Please contact your hiring manager to ask questions and decide on your start date.

You have chosen an exciting time to join us. Again, congratulations and welcome to Oracle - we look forward to your arrival.

Joyce Westerdahl

Executive Vice President of Human Resources, Oracle

Reference ID: **11197585**

May 27, 2019

Jill Goswami

Dear Jill Goswami,

We are pleased to offer you employment in the position of **Associate Consultant** with **Oracle Financial Services Software Limited ("OFSS")**. Your base of operation is **Mumbai**, India. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of **INR 475000** payable over twelve (12) months. In addition, you will be eligible to participate in the standard bonus compensation plan relevant to your role and line of business.

You will also be eligible to participate in the consulting bonus plan applicable to your role and your Line of Business and region. The consulting bonus plan depends on a number of factors, including the performance of the company, the line of business, your performance and funding by the line of business.

At your career level, you may be eligible to earn a Consulting Bonus of up to **INR 44160** per annum. Calculation of the bonus, and payment thereof, is subject to the discretion of the company. Consulting bonus will be paid out subject to you being on the rolls of the company at the time the bonus is paid out. The company may at any time and in its sole and absolute discretion, amend, suspend, vary, withdraw and modify any of the terms and conditions of the consulting bonus plan.

The break-up of your total gross compensation is given below:

Components	Amount (INR) p.a
Basic Salary	198718
Flexible Benefit Plan (FBP) **	242878
Annual Gross Pay (AGP)	441596
Company's Contribution to PF	23846
Company's Contribution to Gratuity	9558
Total Gross	475000

** - Details of Flexible Benefit Plan is provided in the Annexure "Employment Agreement & Employment Benefits"

The Company may, at any time, review and/or restructure the Compensation Package.

You are eligible for a one-off relocation benefit of **INR 20000**. The relocation benefit will comprise of:

- Travel Fare for self, spouse, dependent children (Economy Class Airfare or II A/C train)
- Transportation of Personal Effects or excess baggage to host location
- Visa for employee and dependents.

You may choose to utilize the total amount for any of the above mentioned relocation components but the utilization will have to be in accordance to the Oracle Relocation & Travel Policy. No encashment is available for the unconsumed benefit. Please contact your HR Representative to avail this benefit. Non compliance to the policy would render all claims null and void.

If you have received relocation benefits within the last 24 months, elect on your own volition to change Country or City into a new role after 12 months, no relocation assistance to new Country or City will be extended. These benefits shall cease upon the termination of your existing employment contract with Oracle.

Temporary accommodation would be provided for you, your spouse and dependent children for a period not exceeding 30 days, at Oracle preferred hotels. Expenses related to members other than those prescribed above would have to be borne by you.

You have to initially settle the dues to the hotel and can claim for reimbursement of expenses along with original bills. Temporary accommodation will be provided only for the number of days given above.

The expenses on stays of up to and including 15 days would not be taxed. If the temporary accommodation is used for more than 15 days, the expenses will be borne by the Company; however, the taxes on the expenses for the entire temporary accommodation duration will have to be borne by you.

Please refer to the offer pack for information regarding booking the Temporary Accommodation.

Recovery of Costs: All relocation expenses reimbursed by the Company to the employee or incurred by the Company on the employee's behalf whether for travel, shipping, boarding and lodging or any other, will be fully refundable to the Company should the employee leave the Company's service for any reason whatsoever before the end of one year from date of joining. The Company may deduct this amount from any monies due to the employee. Relocation and related expense thereof are taxable and such tax will be payable by the employee.

This offer is our formal contract and must be read and accepted in conjunction with the Employment Agreement, Proprietary Agreement and Disclosure of interest. In addition to these terms and conditions stated in the above documents, there are other company policies and procedures which you agree to observe and follow during your employment with Oracle. These company policies and procedures may be varied from time to time.

This offer of employment is contingent upon no adverse information being obtained during reference checking with previous employers, approval of your employment / immigration pass application (if applicable) and satisfactory completion of Oracle's pre-employment background screening process (including verification of educational qualifications and credentials). If you fail any of the above checks, validation or approval, or do not cooperate or provide assistance in undergoing such checks, validation or approval process, this offer will immediately lapse without any claim against, or liability to Oracle.

Once all the information has been obtained and you have satisfactorily completed and passed Oracle's pre-employment background screening process, you will be advised of your commencement date. Upon commencement with Oracle, a final background check will be undertaken in respect of your former employment as may be applicable. In the event that you have provided incorrect, false or misleading information in relation to your former employment, your employment with Oracle will immediately be terminated without any notice.

In the event that you have commenced working for Oracle prior to completion of the background screening process, and have subsequently fail any of the checks, validation or approval, or have not co-operated or provided assistance in undergoing such checks, validation or approval process, your employment will be terminated with immediate effect without any claim against, or liability to Oracle.

By accepting this offer you confirm that there are no contractual or other legal impediments which may prevent you commencing employment with the Company. Upon acceptance by you, this offer shall form the employment agreement between you and the Company.

New employees are inducted **every Monday beginning 09:00 am**. You may therefore choose to commence on any Monday based on prior confirmation. On your day of commencement you will be required to sign in all pages including Employment Agreement for our records, a copy of the offer and the Proprietary Information Agreement.

If you have any questions regarding the conditions of your offer, please feel free to contact your HR Rep **Smitha Oswal** at **91-22-67183091**.

The letter of offer is valid for one (1) week from the date hereof for conveying your acceptance and conditional on confirmation by you that you will commence employment on the date specified by your Manager (unless agreed otherwise by your Manager).

This offer will automatically lapse if not accepted within one (1) week from the date hereof. We look forward to having you with us in our team.

Yours Sincerely,
For **Oracle Financial Services Software Ltd**



Bindu Venkatesh
Vice President – Human Resources & Training

OFFER LETTER ACCEPTANCE:

I, **Jill Goswami** agree with all the above terms and conditions of employment with Oracle.

I shall commence employment with effect from **August 19, 2019** unless I am notified by HR that I should commence on an alternative date.

This contract is legally binding based on the laws of India.

Signature: _____ Date: _____

EMPLOYMENT AGREEMENT & EMPLOYMENT BENEFITS

This section sets out Oracle's terms of employment and some of Oracle's current benefits extended to employees. Regular full time employees are eligible for these benefits, subject to Company's policies, rules and guidelines. However these benefits are pro-rated for Part time and Temporary employees. Oracle reserves the right to review these benefits on a regular basis and make adjustments or withdrawals where appropriate. These benefits shall cease upon termination of your employment with Oracle, and may also cease if you take long-term personal leave of absence.

You will need to check with your local HR team for details.

I) TERMS OF EMPLOYMENT

REMUNERATION PAYMENT ADVICE

Salary will be paid into your salary account by the last day of each month. Should the payment date fall on a public holiday or a non-working day, payment will be made on the previous working day.

Your remuneration will be subject to annual review, or at such times as may be appropriate. Review dates are set by Corporate Headquarters. We strongly urge you to seek professional income tax advice on your personal tax commitments on cash compensation, stock options and any private investments. Please ensure that you are aware of the necessary implications as applicable to your individual situation. The Company will review your performance throughout your employment. A performance review will not necessarily result in a salary increase.

You will appreciate that information relating to your remuneration package is strictly confidential and hence request you to maintain this confidentiality.

WORK HOURS

You are bound by the rules relating to working hours, shift timing, rest interval, leave and related matters which are currently in force or may be introduced from time to time. You may from time to time also be required to work at different times, including at night.

TRAVEL AND TRANSFERS

During your employment with Oracle, you may be expected to travel to customer sites and other Oracle offices should there be a need. Oracle may also in its discretion transfer you to another job, department, branch, office or customer site (which is in existence either at the time of your appointment or is established, acquired or otherwise comes into existence in the future), whether situated in the same location or other locations in India or abroad. You may also be required to transfer to another company which is affiliated with or related to the Company or in which the Company has an interest.

Although the Company will endeavor to ensure that any transfer or relocation does not cause unnecessary disruption to your status, the Company does not guarantee the continuation of any facility or perquisite upon transfer. In all cases of transfers, you will be governed by Oracle's transfer policy.

Reasonable relocation costs (as determined by Oracle) may be paid if applicable, subject to Oracle's Relocation Policy in effect at the time of such relocation.

In the event of transfer of your employment to any company in Oracle Corporation, your new employment will be subject to the terms of this Agreement until you sign another one with the new employing company.

VISA

For non-India citizens, you may not commence employment unless you have a legal entitlement to live and work in India. Your employment period will be subject to the approval of your work permit by the Immigration Department. Subsequent renewal or extension thereon is also subjected to Oracle Management and Immigration approvals.

OBLIGATIONS TO THE COMPANY

You are required to:

- a) Follow all reasonable and lawful directions of your manager or of any authorized person in the course of employment;
- b) Devote your working time and attention to the business of the Company and perform the duties assigned to you to the best of your abilities, in good faith and in compliance with the law;
- c) Thoroughly familiarise yourself with and comply with all the Company's policies, rules, procedures and guidelines in place from time to time, including Oracle's Code of Ethics and Business Conduct, a copy of which is included in the Offer Packet;
- d) Undertake all mandatory training within 30 days of commencement of employment with the Company and thereafter at regular intervals as may be required, including completion of Oracle's Ethics and Business Conduct course available on-line through the Oracle intranet and accessible to all employees at the following URL:<http://my.oracle.com/content/web/CNT244762>
- e) Review and abide by all policy communications and any guidelines, which may be sent to you from time to time by way of electronic mail notification and/or the Oracle intranet.

CODE OF ETHICS AND BUSINESS CONDUCT

Your adherence to the Oracle Code of Ethics and Business Conduct is vital to Oracle and to your success at Oracle. When you accept this letter of offer, you are agreeing to thoroughly familiarize yourself with the Oracle Code of Ethics and Business Conduct and abide by it. You also agree to take Oracle's Ethics and Business Conduct course, available on-line through Oracle's intranet. The Oracle Code of Ethics and Business Conduct and Oracle Policies are available on the APAC HR website, accessible to all employees from myoracle Home Page.

You agree, after beginning employment, to access the APAC and India HR Website and thoroughly familiarize yourself with Oracle's policies as amended from time to time. These policies do not form part of your contract of employment. However, you are expected to abide by these policies. Additionally, from time to time, Oracle will communicate important information about its policies by way of electronic mail notification and/or the Oracle intranet. By signing this agreement, you agree to thoroughly review these policy communications and to abide by them.

CONFIDENTIALITY AND PROPRIETARY INFORMATION

All information, documentation and resources, however provided, remain at all times the confidential property of the Company. You will not disclose the same to any third party or use them for personal benefit or gain without prior authorisation from the Company. It is a condition of your employment that you accept and abide by the terms of the Proprietary Information Agreement included in the offer packet. Any breach of security or confidentiality is regarded very seriously and could lead to termination of employment.

You shall not knowingly export directly or indirectly any U.S origin technical data to those countries for which a U.S and/or Indian export license is required under U.S and/or Indian Export Administration Regulations without obtaining from the U.S Department of Commerce and/or the Indian Government a license authorizing

to export.

PRIVACY AND PERSONAL DATA TRANSFER

Oracle may collect and use your personal information for a variety of purposes related to your employment with Oracle, including without limitation processing job applications, administering payroll and benefits, travel, general employment management, job assignment and service delivery, and compliance with legal and regulatory requirements to which Oracle is subject directly or indirectly.

Oracle may transfer employment-related records from global jurisdictions in which Oracle subsidiaries operate to Oracle America, Inc. for centralization purposes. Such transfers are accomplished under the terms of Oracle's Agreement for the International Transfer of Personal Information within the Oracle Group which specifies internal data processing principles as well as specific physical, technical and organizational security measures for the handling of such records. Personal data may be accessed from Oracle locations worldwide, as required for business purposes, by personnel with appropriate access privileges. Oracle may also share your personal information with third parties as necessary in connection with employment, service delivery, corporate governance, corporate acquisitions and compliance with legal or regulatory requirements and activities.

CESSATION OF EMPLOYMENT

Termination of employment by either party shall be one month's notice in writing or payment in lieu of notice. Such notice may not be offset by unused leave. Oracle may end this contract and terminate your employment immediately without notice or further compensation to you:

- If your actions at any time constitute a serious breach of Oracle's standards of behavior and/or employment conditions, including but not limited to, any breach of any of the provisions of this Employment Agreement, the Proprietary Information Agreement or the Code of Ethics and Business Conduct; you are guilty of any serious misconduct or willful neglect in the discharge of your employment duties; or you engage in any conduct of a criminal nature (including but not limited to assault, theft and fraud).
- If it is found at any time that any information provided by you is not true and correct, or that you have knowingly suppressed any information or if any other adverse or relevant information comes to light. This offer is made on the understanding that all information given by you in the application/employee data form/during the interview, or data provided by you prior to or at the time of joining the Company is true and accurate.
- If you do not pass the qualifying examination in the first attempt and if you have any arrears till the final examination. (APPLICABLE ONLY TO CAMPUS/FRESHERS HIRES)

DEDUCTIONS

During your employment or upon termination of your employment for any reason, Oracle may deduct from your salary (including holiday pay) or outstanding expenses claims, any overpayments, outstanding debts or monies owed by you to the Company or the value of any unreturned Company property.

JOB ASSIGNMENTS

You may during the course of your employment be given assignments based on the Company's reasonable business needs which the Company considers are suited to your background, qualifications and/or experience. In addition, based on the reasonable business needs of the company, you may be moved between the manager and individual contributor job roles as required. You shall not refuse to carry out any assignment or role solely on the ground that it has not been or does not form part of your usual duties. You will not be entitled to any additional compensation for carrying out such assignment or role if, in the opinion of the Company, the job or the duties are equivalent to your initial position or duties.

RETIREMENT

You will retire from service on completion of 60 years of age. Thereafter the company may offer you a new employment contract at its discretion.

JURISDICTION

In the event of any dispute regarding the terms and conditions of your employment, you agree that you will be subject to the jurisdiction of the relevant courts and the laws of Mumbai, India.

JOINING FORMALITIES

You are requested to follow the formalities set out in this Employment Agreement to complete your joining formalities.

II) FLEXIBLE BENEFITS PLAN (FBP)

The FBP is a component of your gross compensation package as specified in your offer letter that accompanies this document. The FBP intends to provide you with flexibility to plan your expenditure and income tax. You will be eligible to claim the benefits under FBP under its various heads subject to (a) aggregate of such heads not exceeding the maximum FBP amount mentioned in the offer letter and (b) the guidelines/ norms mentioned in the table below:

S.No.	Benefits	Value (per annum)	Details
A.	House Rent Allowance	Minimum of 5% and up to a maximum of 50% of Basic salary	Tax exemption will be extended as per Tax laws
B	Meal Allowance	Up to INR 20,400 with denominations of Zero, INR 3,000 or INR 6,000 or INR 9,900 or INR 10,800 or INR 15,600 and INR 20,400.	Meal Allowance, as part of FBP, is extended to employees who would be provided with meal cards. These meal cards can be used at all OFSS cafeterias and also other eating joints for buying food and non-alcoholic beverages only.
C	Leave Travel Allowance	Up to 7.5% of Basic	Will be reimbursed against actual bills subject to prevailing Indian Income Tax regulations. Any unclaimed amount, will be paid as per company policy, subject to tax.
D	Employer contribution towards Superannuation Fund -	This is an optional scheme. If opted by the employee will be given one time option at the time of joining and subject to FBP balance being available, the company contribution shall be at a fixed rate of either 5% or 10% of Basic salary.	The option to contribute to Superannuation fund can be exercised only once during the employment at Oracle India and at the time of joining. If Superannuation is opted for, any statutory outflows, levies on account of Superannuation contributions would be to your account.

E	Employer contribution towards National Pension Scheme (NPS)	This is an optional scheme. If opted by the employee and subject to FBP balance being available employee can request company to contribute a minimum of INR 6000 per annum and not exceeding 10% Basic salary.	Contribution towards NPS will commence once the Permanent Retirement Account Number (PRAN) as per the scheme is submitted to the company. Till the PRAN details are submitted, any amount chosen towards NPS, will be paid as part of Special Allowance. If an employee opts for this benefit then every year employee would have the ability to vary the employer's contributions to NPS within the limit specified subject to a minimum contribution of INR 6000 per annum. A new hire without an earlier active NPS account will have the ability to opt for this benefit within the scope of this FBP only in the month of April of the following year. For more details regarding the NPS, please refer to the following link. http://pfrda.org.in/
F	Special Allowance	Remaining FBP amount	FBP amount as per offer, less the total amount distributed to benefits, as mentioned above. This will be paid subject to Tax.

Note:

1. It is to be understood that the above FBP components can't be claimed as a matter of right. Employee's leverage of the FBP is dependent upon the FBP amount mentioned in the offer letter.
2. You are required to declare on the day of your joining employment and once during every financial year in April, the FBP components that you would like to opt for and the amounts that you would like to allocate based on the total FBP amount applicable to you.
3. The FBP allocation shall be such that at the minimum, the allocation towards House Rent Allowance and Special Allowance together with the Basic Salary that has been offered to you, shall not be less than INR 253,200 p.a.

You are only eligible for these benefits, perquisites and entitlements after you have joined the Company and subject to the Company's policies, rules, procedures and/or guidelines that may be issued and/or amended from time to time. All benefits, perquisites and entitlements (including reimbursements) are subject to any relevant and applicable Income Tax provisions, including taxation on perquisite value.

These benefits, perquisites and entitlements shall cease upon the termination of your employment with the Company. They may also cease if you take unpaid leave. You should check with your local HR team for details.

III) OTHER BENEFITS

PROVIDENT FUND/ EMPLOYEE PENSION SCHEME

You will be required to subscribe to the Provident Fund/Employee Pension Scheme as may be applicable to you. The Company will contribute 12% of your Basic salary toward this fund/ scheme.

If you are holding any travel document other than an Indian Passport, you will be treated as an "International Worker," in accordance with the provisions of the Provident Fund Act. Please refer to http://www.epfindia.com/site_en/International_workers.php?id=sm3_index for further details.

GRATUITY

Gratuity will be payable in line with the statutory provisions, upon separation from the Company, subject to completion of minimum of five years of employment with the Company.

HOUSE RENT SECURITY DEPOSIT

Any employee entering a new personal lease for rental accommodation for his/her self is eligible to apply for an advance to pay for the security deposit as per company policy. In accordance with the Company's policy, this advance will be recovered from the employee's salary in installments.

MEDICAL INSURANCE

All employees, their spouse and two dependent children will be enrolled under the Company's Group Medical Insurance scheme.

In addition, employees have an option to enroll dependent parents under the scheme on the day of their joining Oracle. If opted, the premium for parents, as applicable from time to time, will be recovered from the employee's salary.

Insurance cover will begin after the insurance company accepts and processes all information provided by the employee after joining. To facilitate early enrolment, employees are required to provide, immediately on joining, all information necessary for the group insurance policy.

The claims settlement will be as per the Insurance Policy and Co-pay guidelines of the Company. Co-pay is an arrangement wherein a percentage of total claim amounts will be settled by the Insurance Company and the remaining percentage is borne by the employees. The claims will have to be submitted by the employee directly to the insurance company and will be subject to the policies of the insurance company.

The Company reserves the right to modify the terms and conditions of the medical insurance scheme from time to time.

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the Company has subscribed to group term life insurance. The insurance coverage is equivalent to two times Annual Gross Pay (AGP) or Rs. 10 Lac (whichever is higher), payable in the event of demise of an employee, subject to the terms and conditions of the insurance policy.

If the sum insured per aforesaid policy exceeds a particular limit then the extent of insurance benefit will be determined by the Insurers subject to certain reviews & evaluations by the Insurance Company. For further details on this, you can refer to the Total Rewards section of the India HR portal.

Employees on attaining 60 years of age will be covered under this policy, subject to renewal of the employment contract, the employees producing the Good Health Certificate and also clearing the required medical tests prescribed by the Insurance Company.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Oracle Group Personal Accident Policy, for any partial or total disablement arising out of an accident, subject to the terms and conditions of the said policy.

IV) VARIABLE PAY

- a) Your variable compensation is dependent on your role in the Company. Change in role can also mean a change in variable pay. In such case you would be required to adopt the variable associated with your next role and the global standard for this role, which may be at a different level - either

higher or lower than the role you are vacating.

- b) If you move to a new role with a different variable compensation plan, your Base Pay (AGP) and Variable pay might be adjusted including reduction in Base Pay as applicable to the new role.

V) JOINING FORMALITIES

- 1. You are requested to report at the following address depending on your place of posting, on the stipulated date of joining to complete your joining formalities:

Bangalore (Global Axis)	Chennai	Mumbai (GO)	Pune
Oracle Financial Services Software Ltd. Gopalan Enterprises Pvt. Ltd. (SEZ) Global Axis, Unit – I, #152, EPIP Zone, Whitefield, Bangalore - 560066 India Tel : +91 80 4918 0000 Tel : +91 80 3348 0000 Fax : +91 80 6695 2300 Contact Person : Gireesh PS Contact No : +91 80 4918 4595	Oracle Financial Services Software Ltd. Green I Tech, # 5 Muthiah Mudali Street, Off Cathedral Road Chennai - 600 086 India Tel : +91 44 6696 1000 Fax : +91 44 6678 4001 Contact Person : Sopna Devi Contact No : +91 44 6696 1550	Oracle Financial Services Software Ltd. (GO) Oracle Park, Off Western Express Highway Goregaon (East) Mumbai - 400 063 Maharashtra India Tel : +91 22 6718 3000 Fax : +91 22 6718 3001 Contact Person : Rima Shah Contact No : +91 22 6718 2122	Oracle Financial Services Software Ltd. Oracle Park, Ambrosia, Pune - 411 021 Maharashtra India Tel : +91 20 6656 2000 Fax : +91 20 6656 2012 Contact Person : Sunita Mokar Contact No : +91 20 6656 2127

- 2. At the time of your joining, you are required to submit a copy of the following testimonials:
 - A. Educational Qualification
 - a) Graduation – degree certificate and / or marks cards of all years / semesters
 - b) Post-Graduation – degree certificate and/ or marks cards of all years / semesters
 - B. Work Experience
 - a) Experience & relieving certificates or resignation acceptance letter of your current employer.
- 3. In addition, you are required to submit the following:
 - a) 4 passport size photographs in color with white background
 - b) Copy of Work Permit (in the case of Expatriates)
 - c) Proof of identity (e.g.: Passport, Driver's license, PAN card, Ration card, Voter ID card)
 - d) Duly completed Declaration Form for Aadhaar Number, which is required by the Provident Fund Authority for the purpose of enrolling you for PF benefit and remittance of PF contributions. This is a mandatory requirement in order to obtain a Universal account Number (UAN) or link your current UAN, if any, with Oracle's PF Code, which is required for the purpose of enrolling employees under the Employee provident Fund and Employee Pension Scheme, for which there is no alternative. This declaration form will be provided to you on the day of your joining.

Note: In case you do not have Passport and PAN Card, it is mandatory for you to apply for one within 15 days of joining. You will need to submit a copy of the application receipt for the same to the On boarding team.

- 4. The induction would be commencing at 9.00 am on your confirmed date of joining. However, you are requested to report at the venue latest by 8:45 am.
- 5. Prompt receipt of the above testimonials and documents, along with the personal data form and the other enclosure duly completed would help us to complete the joining formalities seamlessly. Your

cooperation is solicited in complying with the above.

Acknowledgement:

I acknowledge that I have read and that I understand the terms of this agreement. I understand that by signing this document, I agree to be bound by all the terms, conditions and obligations set forth above.

Signature: _____

Name: **Jill Goswami** Date: _____

APPENDIX II



PROPRIETARY INFORMATION AGREEMENT

Oracle Financial Services Software Ltd ("OFSS") *develops, markets, licenses and distributes computer software products and other technology, and provides technical support, consultation, educational and other services relating to Oracle products. Oracle develops and uses confidential and proprietary information in its business. This information may relate to technical matters, such as the development of a new product or service, or to non-technical matters, such as marketing or financial information. As a result of your Oracle employment, you may develop, receive or otherwise have access to confidential or proprietary information which is of value to Oracle. This agreement sets forth your responsibilities concerning confidential and proprietary information.*

As an employee of Oracle and as a condition of my Oracle employment, I agree to abide by the following terms and conditions:

1. My employment creates a relationship of confidence and trust between me and Oracle with respect to certain information of a confidential, proprietary or trade secret nature. For the purposes of this agreement, all such confidential, proprietary or trade secret information will be referred to as "Proprietary Information".

Proprietary Information includes by way of illustration and without limitation:

- a. all software and other technology developed or licensed by or for Oracle or its affiliates or licensed to Oracle or its affiliates by a third party, and any documentation relating to such software or technology; the term "software" as used in this paragraph refers to software in various stages of development or any product thereof and includes without limitation the literal elements of a program (source code, object code or otherwise); its audiovisual components (menus, screens, structure and organization), any human or machine readable form of the program, and any writing or medium in which the program or the information therein is stored, written or described, including without limitation diagrams, flow charts, designs, drawings, templates, specifications, models, data, bug reports and customer information;
- b. marketing and sales plans or forecasts, product development plans, competitive analyses, benchmark test results, supplier and purchasing information, budgets and non-public financial information, licenses, contracts and all related documents, customer lists and information regarding other employees, their skills and compensation;
- c. all information which Oracle has a legal obligation to treat as confidential or which Oracle treats as proprietary or designates as confidential or for internal use only, whether or not owned or developed by Oracle.

Proprietary Information shall not include information known publicly or generally employed in the trade, nor shall it include generic knowledge that I would have learned in the course of similar employment elsewhere.

At all times, both during and after my employment with Oracle, I will hold Proprietary Information in confidence, I will not by any means transfer, publish, disclose or report Proprietary Information directly or indirectly, except such disclosure to other Oracle employees or authorised third parties as may be necessary in the ordinary course of performing my duties for Oracle or otherwise as directed by Oracle. I will not use Proprietary Information except in the course of performing my duties for Oracle.

2. My performance as an employee of Oracle will not breach any agreement or obligation to keep in confidence the proprietary information of a former employer or other entity or person; I will not bring any proprietary information of a former employer or other entity or person to Oracle; and I will not use in the performance of my work with Oracle any proprietary information of a former employer or other entity or person without written authorization from my former employer, other entity or person.
3. All ideas, processes, inventions, modifications, and all intellectual property rights throughout the world

(including copyright) relating to any work or business carried on by Oracle, conceived by me alone or with others during the term of my employment, whether or not conceived during regular business hours ("the Intellectual Property"), shall immediately on its creation belong exclusively to Oracle. Without limitation of the foregoing, I grant Oracle the right to reproduce, alter, add to, take from, adapt, translate, edit, destroy or otherwise deal with the Intellectual Property without attribution of authorship to me and agree that such authorship may be, in Oracle's sole discretion, attributed to any other company or person at any time. Further, I agree to execute without receiving additional compensation: (a) any formal documents necessary to assign the Intellectual Property to Oracle; and (b) all documents required to obtain a patent, register a copyright, or enforce or ensure Oracle's rights in such Intellectual Property. These obligations shall continue beyond the termination of employment.

4. I will promptly disclose to Oracle all ideas, discoveries, inventions or "know how," including without limitation, all processes, devices, or apparatus, or any modification, improvement or use thereof (collectively referred to as "Developments"), relating to any current or reasonably anticipated business of Oracle, conceived or reduced to practice by me alone or with others during the term of my employment, whether or not conceived during regular business hours.

I further acknowledge and agree that all Developments shall be the sole and exclusive property of Oracle and are considered "works made for hire" for the purposes of Oracle's rights under copyright laws. To the extent that any Development may not be considered a "work made for hire", I hereby assign to Oracle such Developments and all rights therein, except those Developments, if any, the assignment of which is prohibited by law. I further agree to execute any documents and to do all things necessary, without additional compensation whether during my Oracle employment or after: (a) to assign all right, title and interest in any Development to Oracle and (b) to assist Oracle in registering, prosecuting, perfecting, protecting, maintaining and enforcing any patent, copyright, trade secret or other right or interest in any Development for any and all countries. Without limitation of the foregoing, I grant Oracle the right to reproduce, alter, add to, take from, adapt, translate, edit, destroy or otherwise deal with the Developments without attribution of authorship to me and agree that such authorship may be, in Oracle's sole discretion, attributed to any other company or person at any time. My obligations under this section shall continue beyond the termination of my employment.

5. I acknowledge that it is my absolute responsibility to ensure that any Developments owned by me, which relates to responsibilities of the kind which I may undertake at Oracle and which I desire to remove from the operation of this agreement has been identified in Exhibit A, attached hereto. If nothing is listed on Exhibit A, or if no Exhibit A is attached I warrant that no such intellectual property exists. If any Development assigned hereunder is based upon, or is incorporated into or is an improvement or derivative of, or cannot reasonably be made, used, reproduced and/or distributed without using or violating technology or rights owned or licensed by me and not assigned hereunder, I hereby grant Oracle a perpetual, worldwide, royalty-free, non-exclusive and sub-licensable right and license to exploit and exercise all such technology and rights in support of Oracle's exercise or exploitation of any such assigned Development(s) (including any modifications, improvements and derivatives thereof).
6. For the avoidance of doubt and to the extent permitted by law I consent to any act or omission of Oracle which would, but for this consent, infringe any of my moral rights (or any similar rights granted in any country of the world).
7. I will not during my Oracle employment engage in any other employment, occupation, consulting or other activity related to the business in which Oracle is now involved or becomes involved during the term of my employment.
8. I will not, during my Oracle employment and for a period of six months after the termination of my Oracle employment, directly or indirectly, whether through a third party or otherwise, recruit, solicit, induce, invite or otherwise encourage any Oracle employee to accept an employment or independent contractor or other business relationship with an employer or entity or person other than Oracle.
9. I will upon termination of my Oracle employment reaffirm my recognition of the importance of maintaining the confidentiality of Oracle's Proprietary Information and reaffirm all of the obligations set forth in this agreement.
10. I agree that upon termination of my Oracle employment I will immediately deliver to Oracle, and will not keep in my possession, recreate or deliver to anyone else, all property and materials belonging to Oracle

including without limitation documents, software, discs, diskettes, tapes, records, data, notes and correspondence and copies or reproductions thereof whether or not developed by me during the course of my employment with Oracle, hardware, computers, terminals, telephones, badges, business cards, handbooks, policy manuals, software manuals and telephone directories. Upon termination of my Oracle employment, I will immediately cease using and/or accessing any and all Oracle accounts, including but not limited to email, voicemail, and other computer and network systems or accounts.

11. I agree that I will not, for a period of six months after the termination of my Oracle employment, for my own account or for the account of any other person or entity, solicit, call on or provide services similar to those which I provided to customers or clients of Oracle during my Oracle employment, for any of Oracle's customers or clients or prospective customer or client located in India or in any other countries during the twelve months preceding my termination from Oracle.
12. I release Oracle from any infringement of my personal or property rights which occurs through the exercise by Oracle of: any of its rights under this agreement; or any rights acquired by Oracle through my employment.
13. I understand and acknowledge that this agreement will be binding upon my heirs, executors, administrators and other legal representatives and will be for the benefit of Oracle, its successors and its assigns.
14. I agree that any legal action or proceeding involving Oracle which is in any way connected with this agreement may be instituted in Mumbai, India. I agree to submit to the jurisdiction of, and agree that venue is proper in, the aforesaid courts in any such legal action or proceeding.
15. If any provision of this agreement is determined to be invalid or unenforceable, the validity or enforceability of the other provisions shall not be affected. I understand that the obligations imposed upon me by this agreement are in addition to and not in substitution of any duties and obligations which I may otherwise owe to Oracle to keep the Proprietary Information confidential. If I fail to comply with this agreement I will indemnify Oracle for all loss and damage which Oracle may suffer.
16. I will not enter into any agreement, written or oral, that conflicts with the provisions of this agreement. I acknowledge that this agreement survives my employment by Oracle and that it may only be amended through written agreement between Oracle and I.

I acknowledge that I have read and that I understand the terms of this agreement. I understand that by signing this document, I agree to be bound by all the terms, conditions and obligations set forth above.

Signature: _____

Name: **Jill Goswami**

Date: _____

FOR OFFICE USE ONLY

Accepted, agreed and executed for **Oracle Financial Services Software Ltd**

Signature:



Date: May 27, 2019

Name: Bindu Venkatesh (Vice President - Human Resources & Training)



Congratulations and welcome to Oracle. We are delighted that you have decided to grow your career with us. We are a global market leader in cloud solutions and the world's #1 enterprise database, serving more than 400,000 customers across a wide variety of industries in more than 145 countries around the globe.

Our future success is strongly linked to the quality of talent in our organization; our employees are the best and the brightest in the industry. We provide our global workforce of more than 130,000 employees an environment that fosters a culture of innovation, excellence and continuous learning. Like others before you, you will be able to build your career at Oracle into a lifelong journey of personal growth and success.

Please be sure to watch our [Life at Oracle](#) employee video series for firsthand accounts of what it is like to work at Oracle and learn more [about Oracle](#) and [our product offerings](#).

To prepare for your employment with Oracle, we've included a New Employee Offer Packet containing the documents you will need to click accept and/or sign and return to Oracle before you begin – along with instructions for doing so. We've also included information that will help you in your first few days on the job. Please contact your hiring manager to ask questions and decide on your start date.

You have chosen an exciting time to join us. Again, congratulations and welcome to Oracle - we look forward to your arrival.

Joyce Westerdahl

Executive Vice President of Human Resources, Oracle

Reference ID: **11197603**

May 27, 2019

Akshaykumar Hanmandla

Dear Akshaykumar Hanmandla,

We are pleased to offer you employment in the position of **Associate Consultant** with **Oracle Financial Services Software Limited ("OFSS")**. Your base of operation is **Mumbai**, India. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of **INR 475000** payable over twelve (12) months. In addition, you will be eligible to participate in the standard bonus compensation plan relevant to your role and line of business.

You will also be eligible to participate in the consulting bonus plan applicable to your role and your Line of Business and region. The consulting bonus plan depends on a number of factors, including the performance of the company, the line of business, your performance and funding by the line of business.

At your career level, you may be eligible to earn a Consulting Bonus of up to **INR 44160** per annum. Calculation of the bonus, and payment thereof, is subject to the discretion of the company. Consulting bonus will be paid out subject to you being on the rolls of the company at the time the bonus is paid out. The company may at any time and in its sole and absolute discretion, amend, suspend, vary, withdraw and modify any of the terms and conditions of the consulting bonus plan.

The break-up of your total gross compensation is given below:

Components	Amount (INR) p.a
Basic Salary	198718
Flexible Benefit Plan (FBP) **	242878
Annual Gross Pay (AGP)	441596
Company's Contribution to PF	23846
Company's Contribution to Gratuity	9558
Total Gross	475000

** - Details of Flexible Benefit Plan is provided in the Annexure "Employment Agreement & Employment Benefits"

The Company may, at any time, review and/or restructure the Compensation Package.

You are eligible for a one-off relocation benefit of **INR 20000**. The relocation benefit will comprise of:

- Travel Fare for self, spouse, dependent children (Economy Class Airfare or II A/C train)
- Transportation of Personal Effects or excess baggage to host location
- Visa for employee and dependents.

You may choose to utilize the total amount for any of the above mentioned relocation components but the utilization will have to be in accordance to the Oracle Relocation & Travel Policy. No encashment is available for the unconsumed benefit. Please contact your HR Representative to avail this benefit. Non compliance to the policy would render all claims null and void.

If you have received relocation benefits within the last 24 months, elect on your own volition to change Country or City into a new role after 12 months, no relocation assistance to new Country or City will be extended. These benefits shall cease upon the termination of your existing employment contract with Oracle.

Temporary accommodation would be provided for you, your spouse and dependent children for a period not exceeding 30 days, at Oracle preferred hotels. Expenses related to members other than those prescribed above would have to be borne by you.

You have to initially settle the dues to the hotel and can claim for reimbursement of expenses along with original bills. Temporary accommodation will be provided only for the number of days given above.

The expenses on stays of up to and including 15 days would not be taxed. If the temporary accommodation is used for more than 15 days, the expenses will be borne by the Company; however, the taxes on the expenses for the entire temporary accommodation duration will have to be borne by you.

Please refer to the offer pack for information regarding booking the Temporary Accommodation.

Recovery of Costs: All relocation expenses reimbursed by the Company to the employee or incurred by the Company on the employee's behalf whether for travel, shipping, boarding and lodging or any other, will be fully refundable to the Company should the employee leave the Company's service for any reason whatsoever before the end of one year from date of joining. The Company may deduct this amount from any monies due to the employee. Relocation and related expense thereof are taxable and such tax will be payable by the employee.

This offer is our formal contract and must be read and accepted in conjunction with the Employment Agreement, Proprietary Agreement and Disclosure of interest. In addition to these terms and conditions stated in the above documents, there are other company policies and procedures which you agree to observe and follow during your employment with Oracle. These company policies and procedures may be varied from time to time.

This offer of employment is contingent upon no adverse information being obtained during reference checking with previous employers, approval of your employment / immigration pass application (if applicable) and satisfactory completion of Oracle's pre-employment background screening process (including verification of educational qualifications and credentials). If you fail any of the above checks, validation or approval, or do not cooperate or provide assistance in undergoing such checks, validation or approval process, this offer will immediately lapse without any claim against, or liability to Oracle.

Once all the information has been obtained and you have satisfactorily completed and passed Oracle's pre-employment background screening process, you will be advised of your commencement date. Upon commencement with Oracle, a final background check will be undertaken in respect of your former employment as may be applicable. In the event that you have provided incorrect, false or misleading information in relation to your former employment, your employment with Oracle will immediately be terminated without any notice.

In the event that you have commenced working for Oracle prior to completion of the background screening process, and have subsequently fail any of the checks, validation or approval, or have not co-operated or provided assistance in undergoing such checks, validation or approval process, your employment will be terminated with immediate effect without any claim against, or liability to Oracle.

By accepting this offer you confirm that there are no contractual or other legal impediments which may prevent you commencing employment with the Company. Upon acceptance by you, this offer shall form the employment agreement between you and the Company.

New employees are inducted **every Monday beginning 09:00 am**. You may therefore choose to commence on any Monday based on prior confirmation. On your day of commencement you will be required to sign in all pages including Employment Agreement for our records, a copy of the offer and the Proprietary Information Agreement.

If you have any questions regarding the conditions of your offer, please feel free to contact your HR Rep **Smitha Oswal** at **91-22-67183091**.

The letter of offer is valid for one (1) week from the date hereof for conveying your acceptance and conditional on confirmation by you that you will commence employment on the date specified by your Manager (unless agreed otherwise by your Manager).

This offer will automatically lapse if not accepted within one (1) week from the date hereof. We look forward to having you with us in our team.

Yours Sincerely,
For **Oracle Financial Services Software Ltd**



Bindu Venkatesh
Vice President – Human Resources & Training

OFFER LETTER ACCEPTANCE:

I, **Akshaykumar Hanmandla** agree with all the above terms and conditions of employment with Oracle.

I shall commence employment with effect from **August 19, 2019** unless I am notified by HR that I should commence on an alternative date.

This contract is legally binding based on the laws of India.

Signature: _____ Date: _____

EMPLOYMENT AGREEMENT & EMPLOYMENT BENEFITS

This section sets out Oracle's terms of employment and some of Oracle's current benefits extended to employees. Regular full time employees are eligible for these benefits, subject to Company's policies, rules and guidelines. However these benefits are pro-rated for Part time and Temporary employees. Oracle reserves the right to review these benefits on a regular basis and make adjustments or withdrawals where appropriate. These benefits shall cease upon termination of your employment with Oracle, and may also cease if you take long-term personal leave of absence.

You will need to check with your local HR team for details.

I) TERMS OF EMPLOYMENT

REMUNERATION PAYMENT ADVICE

Salary will be paid into your salary account by the last day of each month. Should the payment date fall on a public holiday or a non-working day, payment will be made on the previous working day.

Your remuneration will be subject to annual review, or at such times as may be appropriate. Review dates are set by Corporate Headquarters. We strongly urge you to seek professional income tax advice on your personal tax commitments on cash compensation, stock options and any private investments. Please ensure that you are aware of the necessary implications as applicable to your individual situation. The Company will review your performance throughout your employment. A performance review will not necessarily result in a salary increase.

You will appreciate that information relating to your remuneration package is strictly confidential and hence request you to maintain this confidentiality.

WORK HOURS

You are bound by the rules relating to working hours, shift timing, rest interval, leave and related matters which are currently in force or may be introduced from time to time. You may from time to time also be required to work at different times, including at night.

TRAVEL AND TRANSFERS

During your employment with Oracle, you may be expected to travel to customer sites and other Oracle offices should there be a need. Oracle may also in its discretion transfer you to another job, department, branch, office or customer site (which is in existence either at the time of your appointment or is established, acquired or otherwise comes into existence in the future), whether situated in the same location or other locations in India or abroad. You may also be required to transfer to another company which is affiliated with or related to the Company or in which the Company has an interest.

Although the Company will endeavor to ensure that any transfer or relocation does not cause unnecessary disruption to your status, the Company does not guarantee the continuation of any facility or perquisite upon transfer. In all cases of transfers, you will be governed by Oracle's transfer policy.

Reasonable relocation costs (as determined by Oracle) may be paid if applicable, subject to Oracle's Relocation Policy in effect at the time of such relocation.

In the event of transfer of your employment to any company in Oracle Corporation, your new employment will be subject to the terms of this Agreement until you sign another one with the new employing company.

VISA

For non-India citizens, you may not commence employment unless you have a legal entitlement to live and work in India. Your employment period will be subject to the approval of your work permit by the Immigration Department. Subsequent renewal or extension thereon is also subjected to Oracle Management and Immigration approvals.

OBLIGATIONS TO THE COMPANY

You are required to:

- a) Follow all reasonable and lawful directions of your manager or of any authorized person in the course of employment;
- b) Devote your working time and attention to the business of the Company and perform the duties assigned to you to the best of your abilities, in good faith and in compliance with the law;
- c) Thoroughly familiarise yourself with and comply with all the Company's policies, rules, procedures and guidelines in place from time to time, including Oracle's Code of Ethics and Business Conduct, a copy of which is included in the Offer Packet;
- d) Undertake all mandatory training within 30 days of commencement of employment with the Company and thereafter at regular intervals as may be required, including completion of Oracle's Ethics and Business Conduct course available on-line through the Oracle intranet and accessible to all employees at the following URL:<http://my.oracle.com/content/web/CNT244762>
- e) Review and abide by all policy communications and any guidelines, which may be sent to you from time to time by way of electronic mail notification and/or the Oracle intranet.

CODE OF ETHICS AND BUSINESS CONDUCT

Your adherence to the Oracle Code of Ethics and Business Conduct is vital to Oracle and to your success at Oracle. When you accept this letter of offer, you are agreeing to thoroughly familiarize yourself with the Oracle Code of Ethics and Business Conduct and abide by it. You also agree to take Oracle's Ethics and Business Conduct course, available on-line through Oracle's intranet. The Oracle Code of Ethics and Business Conduct and Oracle Policies are available on the APAC HR website, accessible to all employees from myoracle Home Page.

You agree, after beginning employment, to access the APAC and India HR Website and thoroughly familiarize yourself with Oracle's policies as amended from time to time. These policies do not form part of your contract of employment. However, you are expected to abide by these policies. Additionally, from time to time, Oracle will communicate important information about its policies by way of electronic mail notification and/or the Oracle intranet. By signing this agreement, you agree to thoroughly review these policy communications and to abide by them.

CONFIDENTIALITY AND PROPRIETARY INFORMATION

All information, documentation and resources, however provided, remain at all times the confidential property of the Company. You will not disclose the same to any third party or use them for personal benefit or gain without prior authorisation from the Company. It is a condition of your employment that you accept and abide by the terms of the Proprietary Information Agreement included in the offer packet. Any breach of security or confidentiality is regarded very seriously and could lead to termination of employment.

You shall not knowingly export directly or indirectly any U.S origin technical data to those countries for which a U.S and/or Indian export license is required under U.S and/or Indian Export Administration Regulations without obtaining from the U.S Department of Commerce and/or the Indian Government a license authorizing

to export.

PRIVACY AND PERSONAL DATA TRANSFER

Oracle may collect and use your personal information for a variety of purposes related to your employment with Oracle, including without limitation processing job applications, administering payroll and benefits, travel, general employment management, job assignment and service delivery, and compliance with legal and regulatory requirements to which Oracle is subject directly or indirectly.

Oracle may transfer employment-related records from global jurisdictions in which Oracle subsidiaries operate to Oracle America, Inc. for centralization purposes. Such transfers are accomplished under the terms of Oracle's Agreement for the International Transfer of Personal Information within the Oracle Group which specifies internal data processing principles as well as specific physical, technical and organizational security measures for the handling of such records. Personal data may be accessed from Oracle locations worldwide, as required for business purposes, by personnel with appropriate access privileges. Oracle may also share your personal information with third parties as necessary in connection with employment, service delivery, corporate governance, corporate acquisitions and compliance with legal or regulatory requirements and activities.

CESSATION OF EMPLOYMENT

Termination of employment by either party shall be one month's notice in writing or payment in lieu of notice. Such notice may not be offset by unused leave. Oracle may end this contract and terminate your employment immediately without notice or further compensation to you:

- If your actions at any time constitute a serious breach of Oracle's standards of behavior and/or employment conditions, including but not limited to, any breach of any of the provisions of this Employment Agreement, the Proprietary Information Agreement or the Code of Ethics and Business Conduct; you are guilty of any serious misconduct or willful neglect in the discharge of your employment duties; or you engage in any conduct of a criminal nature (including but not limited to assault, theft and fraud).
- If it is found at any time that any information provided by you is not true and correct, or that you have knowingly suppressed any information or if any other adverse or relevant information comes to light. This offer is made on the understanding that all information given by you in the application/employee data form/during the interview, or data provided by you prior to or at the time of joining the Company is true and accurate.
- If you do not pass the qualifying examination in the first attempt and if you have any arrears till the final examination. (APPLICABLE ONLY TO CAMPUS/FRESHERS HIRES)

DEDUCTIONS

During your employment or upon termination of your employment for any reason, Oracle may deduct from your salary (including holiday pay) or outstanding expenses claims, any overpayments, outstanding debts or monies owed by you to the Company or the value of any unreturned Company property.

JOB ASSIGNMENTS

You may during the course of your employment be given assignments based on the Company's reasonable business needs which the Company considers are suited to your background, qualifications and/or experience. In addition, based on the reasonable business needs of the company, you may be moved between the manager and individual contributor job roles as required. You shall not refuse to carry out any assignment or role solely on the ground that it has not been or does not form part of your usual duties. You will not be entitled to any additional compensation for carrying out such assignment or role if, in the opinion of the Company, the job or the duties are equivalent to your initial position or duties.

RETIREMENT

You will retire from service on completion of 60 years of age. Thereafter the company may offer you a new employment contract at its discretion.

JURISDICTION

In the event of any dispute regarding the terms and conditions of your employment, you agree that you will be subject to the jurisdiction of the relevant courts and the laws of Mumbai, India.

JOINING FORMALITIES

You are requested to follow the formalities set out in this Employment Agreement to complete your joining formalities.

II) FLEXIBLE BENEFITS PLAN (FBP)

The FBP is a component of your gross compensation package as specified in your offer letter that accompanies this document. The FBP intends to provide you with flexibility to plan your expenditure and income tax. You will be eligible to claim the benefits under FBP under its various heads subject to (a) aggregate of such heads not exceeding the maximum FBP amount mentioned in the offer letter and (b) the guidelines/ norms mentioned in the table below:

S.No.	Benefits	Value (per annum)	Details
A.	House Rent Allowance	Minimum of 5% and up to a maximum of 50% of Basic salary	Tax exemption will be extended as per Tax laws
B	Meal Allowance	Up to INR 20,400 with denominations of Zero, INR 3,000 or INR 6,000 or INR 9,900 or INR 10,800 or INR 15,600 and INR 20,400.	Meal Allowance, as part of FBP, is extended to employees who would be provided with meal cards. These meal cards can be used at all OFSS cafeterias and also other eating joints for buying food and non-alcoholic beverages only.
C	Leave Travel Allowance	Up to 7.5% of Basic	Will be reimbursed against actual bills subject to prevailing Indian Income Tax regulations. Any unclaimed amount, will be paid as per company policy, subject to tax.
D	Employer contribution towards Superannuation Fund -	This is an optional scheme. If opted by the employee will be given one time option at the time of joining and subject to FBP balance being available, the company contribution shall be at a fixed rate of either 5% or 10% of Basic salary.	The option to contribute to Superannuation fund can be exercised only once during the employment at Oracle India and at the time of joining. If Superannuation is opted for, any statutory outflows, levies on account of Superannuation contributions would be to your account.

E	Employer contribution towards National Pension Scheme (NPS)	This is an optional scheme. If opted by the employee and subject to FBP balance being available employee can request company to contribute a minimum of INR 6000 per annum and not exceeding 10% Basic salary.	Contribution towards NPS will commence once the Permanent Retirement Account Number (PRAN) as per the scheme is submitted to the company. Till the PRAN details are submitted, any amount chosen towards NPS, will be paid as part of Special Allowance. If an employee opts for this benefit then every year employee would have the ability to vary the employer's contributions to NPS within the limit specified subject to a minimum contribution of INR 6000 per annum. A new hire without an earlier active NPS account will have the ability to opt for this benefit within the scope of this FBP only in the month of April of the following year. For more details regarding the NPS, please refer to the following link. http://pfrda.org.in/
F	Special Allowance	Remaining FBP amount	FBP amount as per offer, less the total amount distributed to benefits, as mentioned above. This will be paid subject to Tax.

Note:

1. It is to be understood that the above FBP components can't be claimed as a matter of right. Employee's leverage of the FBP is dependent upon the FBP amount mentioned in the offer letter.
2. You are required to declare on the day of your joining employment and once during every financial year in April, the FBP components that you would like to opt for and the amounts that you would like to allocate based on the total FBP amount applicable to you.
3. The FBP allocation shall be such that at the minimum, the allocation towards House Rent Allowance and Special Allowance together with the Basic Salary that has been offered to you, shall not be less than INR 253,200 p.a.

You are only eligible for these benefits, perquisites and entitlements after you have joined the Company and subject to the Company's policies, rules, procedures and/or guidelines that may be issued and/or amended from time to time. All benefits, perquisites and entitlements (including reimbursements) are subject to any relevant and applicable Income Tax provisions, including taxation on perquisite value.

These benefits, perquisites and entitlements shall cease upon the termination of your employment with the Company. They may also cease if you take unpaid leave. You should check with your local HR team for details.

III) OTHER BENEFITS

PROVIDENT FUND/ EMPLOYEE PENSION SCHEME

You will be required to subscribe to the Provident Fund/Employee Pension Scheme as may be applicable to you. The Company will contribute 12% of your Basic salary toward this fund/ scheme.

If you are holding any travel document other than an Indian Passport, you will be treated as an "International Worker," in accordance with the provisions of the Provident Fund Act. Please refer to http://www.epfindia.com/site_en/International_workers.php?id=sm3_index for further details.

GRATUITY

Gratuity will be payable in line with the statutory provisions, upon separation from the Company, subject to completion of minimum of five years of employment with the Company.

HOUSE RENT SECURITY DEPOSIT

Any employee entering a new personal lease for rental accommodation for his/her self is eligible to apply for an advance to pay for the security deposit as per company policy. In accordance with the Company's policy, this advance will be recovered from the employee's salary in installments.

MEDICAL INSURANCE

All employees, their spouse and two dependent children will be enrolled under the Company's Group Medical Insurance scheme.

In addition, employees have an option to enroll dependent parents under the scheme on the day of their joining Oracle. If opted, the premium for parents, as applicable from time to time, will be recovered from the employee's salary.

Insurance cover will begin after the insurance company accepts and processes all information provided by the employee after joining. To facilitate early enrolment, employees are required to provide, immediately on joining, all information necessary for the group insurance policy.

The claims settlement will be as per the Insurance Policy and Co-pay guidelines of the Company. Co-pay is an arrangement wherein a percentage of total claim amounts will be settled by the Insurance Company and the remaining percentage is borne by the employees. The claims will have to be submitted by the employee directly to the insurance company and will be subject to the policies of the insurance company.

The Company reserves the right to modify the terms and conditions of the medical insurance scheme from time to time.

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the Company has subscribed to group term life insurance. The insurance coverage is equivalent to two times Annual Gross Pay (AGP) or Rs. 10 Lac (whichever is higher), payable in the event of demise of an employee, subject to the terms and conditions of the insurance policy.

If the sum insured per aforesaid policy exceeds a particular limit then the extent of insurance benefit will be determined by the Insurers subject to certain reviews & evaluations by the Insurance Company. For further details on this, you can refer to the Total Rewards section of the India HR portal.

Employees on attaining 60 years of age will be covered under this policy, subject to renewal of the employment contract, the employees producing the Good Health Certificate and also clearing the required medical tests prescribed by the Insurance Company.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Oracle Group Personal Accident Policy, for any partial or total disablement arising out of an accident, subject to the terms and conditions of the said policy.

IV) VARIABLE PAY

- a) Your variable compensation is dependent on your role in the Company. Change in role can also mean a change in variable pay. In such case you would be required to adopt the variable associated with your next role and the global standard for this role, which may be at a different level - either

higher or lower than the role you are vacating.

- b) If you move to a new role with a different variable compensation plan, your Base Pay (AGP) and Variable pay might be adjusted including reduction in Base Pay as applicable to the new role.

V) JOINING FORMALITIES

- 1. You are requested to report at the following address depending on your place of posting, on the stipulated date of joining to complete your joining formalities:

Bangalore (Global Axis)	Chennai	Mumbai (GO)	Pune
Oracle Financial Services Software Ltd. Gopalan Enterprises Pvt. Ltd. (SEZ) Global Axis, Unit – I, #152, EPIP Zone, Whitefield, Bangalore - 560066 India Tel : +91 80 4918 0000 Tel : +91 80 3348 0000 Fax : +91 80 6695 2300 Contact Person : Gireesh PS Contact No : +91 80 4918 4595	Oracle Financial Services Software Ltd. Green I Tech, # 5 Muthiah Mudali Street, Off Cathedral Road Chennai - 600 086 India Tel : +91 44 6696 1000 Fax : +91 44 6678 4001 Contact Person : Sopna Devi Contact No : +91 44 6696 1550	Oracle Financial Services Software Ltd. (GO) Oracle Park, Off Western Express Highway Goregaon (East) Mumbai - 400 063 Maharashtra India Tel : +91 22 6718 3000 Fax : +91 22 6718 3001 Contact Person : Rima Shah Contact No : +91 22 6718 2122	Oracle Financial Services Software Ltd. Oracle Park, Ambrosia, Pune - 411 021 Maharashtra India Tel : +91 20 6656 2000 Fax : +91 20 6656 2012 Contact Person : Sunita Mokar Contact No : +91 20 6656 2127

- 2. At the time of your joining, you are required to submit a copy of the following testimonials:
 - A. Educational Qualification
 - a) Graduation – degree certificate and / or marks cards of all years / semesters
 - b) Post-Graduation – degree certificate and/ or marks cards of all years / semesters
 - B. Work Experience
 - a) Experience & relieving certificates or resignation acceptance letter of your current employer.
- 3. In addition, you are required to submit the following:
 - a) 4 passport size photographs in color with white background
 - b) Copy of Work Permit (in the case of Expatriates)
 - c) Proof of identity (e.g.: Passport, Driver's license, PAN card, Ration card, Voter ID card)
 - d) Duly completed Declaration Form for Aadhaar Number, which is required by the Provident Fund Authority for the purpose of enrolling you for PF benefit and remittance of PF contributions. This is a mandatory requirement in order to obtain a Universal account Number (UAN) or link your current UAN, if any, with Oracle's PF Code, which is required for the purpose of enrolling employees under the Employee provident Fund and Employee Pension Scheme, for which there is no alternative. This declaration form will be provided to you on the day of your joining.

Note: In case you do not have Passport and PAN Card, it is mandatory for you to apply for one within 15 days of joining. You will need to submit a copy of the application receipt for the same to the On boarding team.
- 4. The induction would be commencing at 9.00 am on your confirmed date of joining. However, you are requested to report at the venue latest by 8:45 am.
- 5. Prompt receipt of the above testimonials and documents, along with the personal data form and the other enclosure duly completed would help us to complete the joining formalities seamlessly. Your

cooperation is solicited in complying with the above.

Acknowledgement:

I acknowledge that I have read and that I understand the terms of this agreement. I understand that by signing this document, I agree to be bound by all the terms, conditions and obligations set forth above.

Signature: _____

Name: **Akshaykumar Hanmandla** Date: _____

APPENDIX II



PROPRIETARY INFORMATION AGREEMENT

Oracle Financial Services Software Ltd ("OFSS") *develops, markets, licenses and distributes computer software products and other technology, and provides technical support, consultation, educational and other services relating to Oracle products. Oracle develops and uses confidential and proprietary information in its business. This information may relate to technical matters, such as the development of a new product or service, or to non-technical matters, such as marketing or financial information. As a result of your Oracle employment, you may develop, receive or otherwise have access to confidential or proprietary information which is of value to Oracle. This agreement sets forth your responsibilities concerning confidential and proprietary information.*

As an employee of Oracle and as a condition of my Oracle employment, I agree to abide by the following terms and conditions:

1. My employment creates a relationship of confidence and trust between me and Oracle with respect to certain information of a confidential, proprietary or trade secret nature. For the purposes of this agreement, all such confidential, proprietary or trade secret information will be referred to as "Proprietary Information".

Proprietary Information includes by way of illustration and without limitation:

- a. all software and other technology developed or licensed by or for Oracle or its affiliates or licensed to Oracle or its affiliates by a third party, and any documentation relating to such software or technology; the term "software" as used in this paragraph refers to software in various stages of development or any product thereof and includes without limitation the literal elements of a program (source code, object code or otherwise); its audiovisual components (menus, screens, structure and organization), any human or machine readable form of the program, and any writing or medium in which the program or the information therein is stored, written or described, including without limitation diagrams, flow charts, designs, drawings, templates, specifications, models, data, bug reports and customer information;
- b. marketing and sales plans or forecasts, product development plans, competitive analyses, benchmark test results, supplier and purchasing information, budgets and non-public financial information, licenses, contracts and all related documents, customer lists and information regarding other employees, their skills and compensation;
- c. all information which Oracle has a legal obligation to treat as confidential or which Oracle treats as proprietary or designates as confidential or for internal use only, whether or not owned or developed by Oracle.

Proprietary Information shall not include information known publicly or generally employed in the trade, nor shall it include generic knowledge that I would have learned in the course of similar employment elsewhere.

At all times, both during and after my employment with Oracle, I will hold Proprietary Information in confidence, I will not by any means transfer, publish, disclose or report Proprietary Information directly or indirectly, except such disclosure to other Oracle employees or authorised third parties as may be necessary in the ordinary course of performing my duties for Oracle or otherwise as directed by Oracle. I will not use Proprietary Information except in the course of performing my duties for Oracle.

2. My performance as an employee of Oracle will not breach any agreement or obligation to keep in confidence the proprietary information of a former employer or other entity or person; I will not bring any proprietary information of a former employer or other entity or person to Oracle; and I will not use in the performance of my work with Oracle any proprietary information of a former employer or other entity or person without written authorization from my former employer, other entity or person.
3. All ideas, processes, inventions, modifications, and all intellectual property rights throughout the world

(including copyright) relating to any work or business carried on by Oracle, conceived by me alone or with others during the term of my employment, whether or not conceived during regular business hours ("the Intellectual Property"), shall immediately on its creation belong exclusively to Oracle. Without limitation of the foregoing, I grant Oracle the right to reproduce, alter, add to, take from, adapt, translate, edit, destroy or otherwise deal with the Intellectual Property without attribution of authorship to me and agree that such authorship may be, in Oracle's sole discretion, attributed to any other company or person at any time. Further, I agree to execute without receiving additional compensation: (a) any formal documents necessary to assign the Intellectual Property to Oracle; and (b) all documents required to obtain a patent, register a copyright, or enforce or ensure Oracle's rights in such Intellectual Property. These obligations shall continue beyond the termination of employment.

4. I will promptly disclose to Oracle all ideas, discoveries, inventions or "know how," including without limitation, all processes, devices, or apparatus, or any modification, improvement or use thereof (collectively referred to as "Developments"), relating to any current or reasonably anticipated business of Oracle, conceived or reduced to practice by me alone or with others during the term of my employment, whether or not conceived during regular business hours.

I further acknowledge and agree that all Developments shall be the sole and exclusive property of Oracle and are considered "works made for hire" for the purposes of Oracle's rights under copyright laws. To the extent that any Development may not be considered a "work made for hire", I hereby assign to Oracle such Developments and all rights therein, except those Developments, if any, the assignment of which is prohibited by law. I further agree to execute any documents and to do all things necessary, without additional compensation whether during my Oracle employment or after: (a) to assign all right, title and interest in any Development to Oracle and (b) to assist Oracle in registering, prosecuting, perfecting, protecting, maintaining and enforcing any patent, copyright, trade secret or other right or interest in any Development for any and all countries. Without limitation of the foregoing, I grant Oracle the right to reproduce, alter, add to, take from, adapt, translate, edit, destroy or otherwise deal with the Developments without attribution of authorship to me and agree that such authorship may be, in Oracle's sole discretion, attributed to any other company or person at any time. My obligations under this section shall continue beyond the termination of my employment.

5. I acknowledge that it is my absolute responsibility to ensure that any Developments owned by me, which relates to responsibilities of the kind which I may undertake at Oracle and which I desire to remove from the operation of this agreement has been identified in Exhibit A, attached hereto. If nothing is listed on Exhibit A, or if no Exhibit A is attached I warrant that no such intellectual property exists. If any Development assigned hereunder is based upon, or is incorporated into or is an improvement or derivative of, or cannot reasonably be made, used, reproduced and/or distributed without using or violating technology or rights owned or licensed by me and not assigned hereunder, I hereby grant Oracle a perpetual, worldwide, royalty-free, non-exclusive and sub-licensable right and license to exploit and exercise all such technology and rights in support of Oracle's exercise or exploitation of any such assigned Development(s) (including any modifications, improvements and derivatives thereof).
6. For the avoidance of doubt and to the extent permitted by law I consent to any act or omission of Oracle which would, but for this consent, infringe any of my moral rights (or any similar rights granted in any country of the world).
7. I will not during my Oracle employment engage in any other employment, occupation, consulting or other activity related to the business in which Oracle is now involved or becomes involved during the term of my employment.
8. I will not, during my Oracle employment and for a period of six months after the termination of my Oracle employment, directly or indirectly, whether through a third party or otherwise, recruit, solicit, induce, invite or otherwise encourage any Oracle employee to accept an employment or independent contractor or other business relationship with an employer or entity or person other than Oracle.
9. I will upon termination of my Oracle employment reaffirm my recognition of the importance of maintaining the confidentiality of Oracle's Proprietary Information and reaffirm all of the obligations set forth in this agreement.
10. I agree that upon termination of my Oracle employment I will immediately deliver to Oracle, and will not keep in my possession, recreate or deliver to anyone else, all property and materials belonging to Oracle

including without limitation documents, software, discs, diskettes, tapes, records, data, notes and correspondence and copies or reproductions thereof whether or not developed by me during the course of my employment with Oracle, hardware, computers, terminals, telephones, badges, business cards, handbooks, policy manuals, software manuals and telephone directories. Upon termination of my Oracle employment, I will immediately cease using and/or accessing any and all Oracle accounts, including but not limited to email, voicemail, and other computer and network systems or accounts.

11. I agree that I will not, for a period of six months after the termination of my Oracle employment, for my own account or for the account of any other person or entity, solicit, call on or provide services similar to those which I provided to customers or clients of Oracle during my Oracle employment, for any of Oracle's customers or clients or prospective customer or client located in India or in any other countries during the twelve months preceding my termination from Oracle.
12. I release Oracle from any infringement of my personal or property rights which occurs through the exercise by Oracle of: any of its rights under this agreement; or any rights acquired by Oracle through my employment.
13. I understand and acknowledge that this agreement will be binding upon my heirs, executors, administrators and other legal representatives and will be for the benefit of Oracle, its successors and its assigns.
14. I agree that any legal action or proceeding involving Oracle which is in any way connected with this agreement may be instituted in Mumbai, India. I agree to submit to the jurisdiction of, and agree that venue is proper in, the aforesaid courts in any such legal action or proceeding.
15. If any provision of this agreement is determined to be invalid or unenforceable, the validity or enforceability of the other provisions shall not be affected. I understand that the obligations imposed upon me by this agreement are in addition to and not in substitution of any duties and obligations which I may otherwise owe to Oracle to keep the Proprietary Information confidential. If I fail to comply with this agreement I will indemnify Oracle for all loss and damage which Oracle may suffer.
16. I will not enter into any agreement, written or oral, that conflicts with the provisions of this agreement. I acknowledge that this agreement survives my employment by Oracle and that it may only be amended through written agreement between Oracle and I.

I acknowledge that I have read and that I understand the terms of this agreement. I understand that by signing this document, I agree to be bound by all the terms, conditions and obligations set forth above.

Signature: _____

Name: **Akshaykumar Hanmandla**

Date: _____

FOR OFFICE USE ONLY

Accepted, agreed and executed for **Oracle Financial Services Software Ltd**

Signature:



Date: May 27, 2019

Name: Bindu Venkatesh (Vice President - Human Resources & Training)

Reference ID: **11196769****May 27, 2019****Mohit Mehta**

Dear Mohit Mehta,

We are pleased to offer you employment in the position of **Associate Consultant with Oracle Financial Services Software Limited ("OFSS")**. Your base of operation is **Mumbai, India**. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of **INR 475000** payable over twelve (12) months. In addition, you will be eligible to participate in the standard bonus compensation plan relevant to your role and line of business.

You will also be eligible to participate in the consulting bonus plan applicable to your role and your Line of Business and region. The consulting bonus plan depends on a number of factors, including the performance of the company, the line of business, your performance and funding by the line of business.

At your career level, you may be eligible to earn a Consulting Bonus of up to **INR 44160** per annum. Calculation of the bonus, and payment thereof, is subject to the discretion of the company. Consulting bonus will be paid out subject to you being on the rolls of the company at the time the bonus is paid out. The company may at any time and in its sole and absolute discretion, amend, suspend, vary, withdraw and modify any of the terms and conditions of the consulting bonus plan.

The break-up of your total gross compensation is given below:

Components	Amount (INR) p.a
Basic Salary	198718
Flexible Benefit Plan (FBP) **	242878
Annual Gross Pay (AGP)	441596
Company's Contribution to PF	23846
Company's Contribution to Gratuity	9558
Total Gross	475000

** - Details of Flexible Benefit Plan is provided in the Annexure "Employment Agreement & Employment Benefits"

The Company may, at any time, review and/or restructure the Compensation Package.

You are eligible for a one-off relocation benefit of **INR 20000**. The relocation benefit will comprise of:

- Travel Fare for self, spouse, dependent children (Economy Class Airfare or II A/C train)
- Transportation of Personal Effects or excess baggage to host location
- Visa for employee and dependents.

You may choose to utilize the total amount for any of the above mentioned relocation components but the utilization will have to be in accordance to the Oracle Relocation & Travel Policy. No encashment is available for the unconsumed benefit. Please contact your HR Representative to avail this benefit. Non compliance to the policy would render all claims null and void.

Reference ID: **11197497****May 27, 2019****Shweta Kadam**

Dear Shweta Kadam,

We are pleased to offer you employment in the position of **Associate Consultant with Oracle Financial Services Software Limited ("OFSS")**. Your base of operation is **Mumbai, India**. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of **INR 475000** payable over twelve (12) months. In addition, you will be eligible to participate in the standard bonus compensation plan relevant to your role and line of business.

You will also be eligible to participate in the consulting bonus plan applicable to your role and your Line of Business and region. The consulting bonus plan depends on a number of factors, including the performance of the company, the line of business, your performance and funding by the line of business.

At your career level, you may be eligible to earn a Consulting Bonus of up to **INR 44160** per annum. Calculation of the bonus, and payment thereof, is subject to the discretion of the company. Consulting bonus will be paid out subject to you being on the rolls of the company at the time the bonus is paid out. The company may at any time and in its sole and absolute discretion, amend, suspend, vary, withdraw and modify any of the terms and conditions of the consulting bonus plan.

The break-up of your total gross compensation is given below:

Components	Amount (INR) p.a
Basic Salary	198718
Flexible Benefit Plan (FBP) **	242878
Annual Gross Pay (AGP)	441596
Company's Contribution to PF	23846
Company's Contribution to Gratuity	9558
Total Gross	475000

** - Details of Flexible Benefit Plan is provided in the Annexure "Employment Agreement & Employment Benefits"

The Company may, at any time, review and/or restructure the Compensation Package.

You are eligible for a one-off relocation benefit of **INR 20000**. The relocation benefit will comprise of:

- Travel Fare for self, spouse, dependent children (Economy Class Airfare or II A/C train)
- Transportation of Personal Effects or excess baggage to host location
- Visa for employee and dependents.

You may choose to utilize the total amount for any of the above mentioned relocation components but the utilization will have to be in accordance to the Oracle Relocation & Travel Policy. No encashment is available for the unconsumed benefit. Please contact your HR Representative to avail this benefit. Non compliance to the policy would render all claims null and void.

Reference ID: 11198992

May 27, 2019

Tanya Jacob

Dear Tanya Jacob,

We are pleased to offer you employment in the position of **Associate Consultant with Oracle Financial Services Software Limited ("OFSS")**. Your base of operation is **Mumbai, India**. This offer of employment is made based on India laws.

We offer you a starting compensation at an annual rate of **INR 475000** payable over twelve (12) months. In addition, you will be eligible to participate in the standard bonus compensation plan relevant to your role and line of business.

You will also be eligible to participate in the consulting bonus plan applicable to your role and your Line of Business and region. The consulting bonus plan depends on a number of factors, including the performance of the company, the line of business, your performance and funding by the line of business.

At your career level, you may be eligible to earn a Consulting Bonus of up to **INR 44160** per annum. Calculation of the bonus, and payment thereof, is subject to the discretion of the company. Consulting bonus will be paid out subject to you being on the rolls of the company at the time the bonus is paid out. The company may at any time and in its sole and absolute discretion, amend, suspend, vary, withdraw and modify any of the terms and conditions of the consulting bonus plan.

The break-up of your total gross compensation is given below:

Components	Amount (INR) p.a
Basic Salary	198718
Flexible Benefit Plan (FBP) **	242878
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Total Gross	475000

** - Details of Flexible Benefit Plan is provided in the Annexure "Employment Agreement & Employment Benefits"

The Company may, at any time, review and/or restructure the Compensation Package.

You are eligible for a one-off relocation benefit of **INR 20000**. The relocation benefit will comprise of:

- Travel Fare for self, spouse, dependent children (Economy Class Airfare or II A/C train)
- Transportation of Personal Effects or excess baggage to host location
- Visa for employee and dependents.

You may choose to utilize the total amount for any of the above mentioned relocation components but the utilization will have to be in accordance to the Oracle Relocation & Travel Policy. No encashment is available for the unconsumed benefit. Please contact your HR Representative to avail this benefit. Non compliance to the policy would render all claims null and void.



Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>

Fwd: Tata Communication 2019 Results -FR CONCEICAO RODRIGUES COLLEGE OF ENGINEERING Mumbai

1 message

TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in>

5 November 2018 at 14:18

To: Aasawari Namjoshi <aasawarinamjoshi14@gmail.com>, joel reuben <joel.reujoe@gmail.com>, Navil Rodrigues <rodriguesnavil@gmail.com>, Priyank Shah <priyank.shah998@gmail.com>, Bhanu Nadar <bhanu.nadar@gmail.com>, Edwin Clement <Edwinclement08@gmail.com>, niket athani <niketnariathani@gmail.com>, Nishant Seth <nishantseth41@gmail.com>, Rathil Vasani <rathilvasani@gmail.com>, rohitm13797@gmail.com, Omkar Joshi <omkarjoshi@gmail.com>, Tanvi Ranim <tanvi2881998@gmail.com>

Bcc: jayen.Modi@fragnel.edu.in

Dear All,

Rest of the mail is TATA Communication result.

Congratulations to all selected.

bestwishes.

Mahesh Sharma

Fr. Agnel's Fr. C.R. College of Engineering,

Fr. Agnel Ashram, Bandstand, Bandra(W),

Mumbai -400050

L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in

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

Dear Mahesh Sir

Congratulations

Following students from FR CONCEICAO RODRIGUES COLLEGE OF ENGINEERING have been selected by Tata Communications

Charu Pramod Kumar	9167052885	female	FR CONCEICAO RODRIGUES COLLEGE OF ENGINEERING	Networking
Pratik Shetty	9619440997	male	FR CONCEICAO RODRIGUES COLLEGE OF ENGINEERING	Networking
Priyanka Kishor Jondhale	8652173599	female	FR CONCEICAO RODRIGUES COLLEGE OF ENGINEERING	Networking
prachiti Gurunath	9969069539	female	FR CONCEICAO RODRIGUES COLLEGE OF ENGINEERING	Software
Akhil Maniprasad	8652664266	male	FR CONCEICAO RODRIGUES COLLEGE OF ENGINEERING	Software
vishaka Mhatre	9004434508	female	FR CONCEICAO RODRIGUES COLLEGE OF ENGINEERING	Software

I'm protected online with Avast Free Antivirus. [Get it here](#) — it's free forever.

Corporate Human Resources Department

Ref: HK/HR/PP-OFFER'2019-20/CN

20th May 2019

Dear Mr. Abimon Bhasi,

Greetings from Godrej!

We are delighted to have you coming on board on **19th August 2019**.

We are sure that you are keenly looking forward to what's in store for you upon your joining us.

To make your transition in Godrej smooth, we have planned a comprehensive Corporate Orientation Program at our Vikhroli Establishment in Mumbai.

Your portfolio / assignment and the place of posting will be shared with you after the Corporate Orientation Program.

To enrich you with knowledge, learning, skills and experience during the traineeship, you will be undergoing a structured Training Program comprising of learning inputs in a phased manner:

Phase I (At the time of Joining):- Corporate Orientation Program, followed by:

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (or)
- On-The-Job Training, as applicable

Phase II (Mid-Year): - Developmental Program(s)

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (or)
- On-The-Job Training, as applicable

Phase III (Upon completion of the Training): - Organization level Development Programs (Common for all) followed by:

- Advanced Programme of Technical Training Program (or)
- Sales, Service and Marketing Training Program (or)
- On-The-Job Training, as applicable

When you take up the assignment we have earmarked for you, you will have a 'buddy' to help and guide you in the initial days.

Please feel free to speak to / write to us for any information that you may need:

Mr. Kamal Sharma (sharmak@godrej.com, 022-67961420)
Ms. Radhika Kamat (radhikak@godrej.com, 022-67964156)
Ms. Rachna Bhuse (rachna@godrej.com; 022-67961454)

We look forward to you becoming part of the exciting growth journey at Godrej!

Warm Regards,



Harpreet Kaur
Senior Vice President & Head -
Corporate Personnel & Administration

Encl.: Offer Letter



Corporate Human Resources Department

Ref.: HK/HR/TR_Offer'2019-20/TO-188

20th May 2019

Mr. Abimon Kunjupillai Bhasi
H.No-150/9, Dutta Krupa Chawl
Saibaba Nagar, Marol Pipeline
Andheri (East)
Mumbai-400059
Mob: 8669175731

TR CAT : C-200

LETTER OF OFFER

Dear Mr. Abimon Bhasi,

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your selection as **Graduate Engineer Trainee** in our Organization. Your appointment is covered under the provisions of **The Apprentices Act, 1961 and its subsequent amendments thereto**. The terms & conditions are as given below:

1. Period of Training:

The training period will be twelve (12) months, from your date of joining.

2. Consolidated stipend:

You will be paid an All-inclusive Consolidated Stipend of **Rs.35000/- (Rupees Thirty Five Thousand only)** per month.

(In the event of any legislation being enacted/made applicable treating the above mentioned "Consolidated Stipend" as "Salary" for the purpose of calculating Provident Fund, Gratuity, House Rent Allowance, Medical or any other direct / indirect benefit or contribution etc., then in such an event, the said "Consolidated Stipend" shall stand adjusted / modified to the extent so that there is no additional financial burden on the Company on this count i.e., the stipend payable to you by the Company, inclusive of all statutory, direct / indirect benefits or contributions, shall not exceed the above mentioned Consolidated Stipend per month).

3. Leave Entitlement:

You will be eligible for Leave as per the Leave Rules of the Organisation applicable to the trainees covered under The Apprentices Act, 1961. The same is subject to change from time to time.

4. General terms & conditions :

- a) Although it is not mandatory and / or obligatory on the part of the Company to offer you employment upon completion of the training period, you will be considered for any suitable opening that may arise / exists at that point in time, subject to your overall performance, attitude, conduct, attendance & punctuality besides meeting the requisite selection criteria.
- b) As a part of the terms and conditions as mentioned in this Letter of Offer, you will be required to sign a Service Agreement (Bond) for a period of two years (one year as a Trainee and one year subject to being absorbed in regular employment upon successful completion of the training period). Enclosed is a draft of the said Service Agreement, which you are required to go through, fill in the relevant details viz., name, address, name of the guarantor etc., and return to us along with the acknowledgement copy of the offer letter at the following address:

Godrej & Boyce Mfg. Co. Ltd.
Corporate Human Resources Dept.
Plant No.11, 2nd Floor, Pirojshanagar,
LBS Marg, Vikhroli (West), Mumbai 400 079.
Contact: Mr. Suresh K / Ms. Aliamma S
Tel.: 022-6796 4151 / 1435

Contd....(2)



(2)

Mr. Abimon Kunjupillai Bhasi, Mumbai - 400069

Upon receipt of your acceptance of the offer letter along with the copy of the Service Agreement, we shall send you the original Service Agreement (Bond). You will be required to return to us the original Service Agreement, duly signed by you and by your guarantor in all the pages, within a week through courier / speed post at the above address. (The guarantor can be any adult person related / known to you and whose financial credibility is also sound enough to recompense the guaranteed amount in case of any default from your side).

- c) During the training period, you will not be eligible for any Variable Pay (viz., Performance Pay, Sales / Service Incentives etc.).
- d) Your selection as a trainee is subject to you being found medically fit by the Company's Medical Officer or by a Medical Practitioner of Company's choice.
- e) **While your initial place of training / posting will be in our Vikhroli Establishment, you are liable to be transferred to any of the Company's Establishments / Upcountry Manufacturing Plants / Project Site Office within the territory of India during your training period and/or thereafter and the same will not have any impact on your Consolidated Monthly Stipend.**
- f) **The Management shall decide your Function (Profile), Division and the Place of Posting as per the business need and exigencies at the end of the Corporate Orientation Program and thereafter. The same shall be binding on you.**
- g) If and when it is required to impart training to you on a non-working day, you will be required to report for training on such days for which you will be given compensatory off. Similarly, as and when required, you may be called upon to report in second shifts when specific / special training opportunities are available.
- h) If you wish to resign from the traineeship of the Company, the notice period is one month during the training period and you will be permitted to do so subject to your fulfilling the terms & conditions as per the Service Agreement (Bond) signed by you. The Company reserves the right not to accept the notice period depending upon business needs and requirements. In case you leave the traineeship without fulfilling the terms & conditions as applicable to you, the Management reserves the right to initiate appropriate proceedings as per law.
- i) Your traineeship can be terminated by the Company at any time by giving you one month notice. Upon successful completion of the training and after absorption in regular employment, the notice period is three months on either side.
- j) The Company reserves the right to terminate your traineeship / employment at any time without notice or payment in lieu thereof if you are found guilty of absence from duty without prior intimation and/or permission for a continuous period of seven days or more, insubordination, non-performance, low productivity, disclosing confidential data or information pertaining to the Company, bonafide loss of confidence, misappropriation of Company's funds, causing damage to the property of the Company, non-compliance of Company rules & regulations besides omission / commission of any act on your part which may be prejudicial to the interest of the Organization.

Contd....(3)



(3)

Mr. Abimon Kunjupillai Bhasi, Mumbai - 400059

You are required to report for your training on 19th August 2019 at 8.40 a.m. at the following venue:

Godrej & Boyce Mfg. Co. Ltd.
3rd Floor, Plant 13 Annexe,
Pirojshanagar, Eastern Express Highway,
Vikhroli East, Mumbai - 400 079
Contact : Ms. Aliamma S/Mr. Suresh K
aliamma@godrej.com; sureshk@godrej.com

5. Qualification Clause (Declaration of Final Year / Semester Results):

If your selection is being made prior to the declaration of the final semester results of the examination for which you have recently appeared, you are required to inform the Company about the results immediately upon declaration of the same by the University / Institute. You shall submit a copy of the mark sheet / certificate issued by the Institute / University as documentary evidence and produce the original for verification. In case, you do not pass the said degree / diploma examination, your selection / appointment will be deemed to be automatically terminated without notice or payment in lieu of notice with effect from the date of the declaration of the result at the discretion of the Management. Further, if you are unable to submit the official documentary evidence in support of you having secured a final pass in the aforesaid examination prior to the completion of the training period, your appointment will automatically stand terminated without notice at the end of the training period at the discretion of the Management.

6. Submission of False Documents:

If at any time in future, the documents submitted by you pertaining to your date of birth, residence, family details, educational qualification and/or external work experience etc are found to be false / incorrect, the Company reserves the right to terminate your appointment forthwith besides initiating necessary legal proceedings against you as per law.

7. Code of Conduct:

You will be bound by the Company's Code of Business Conduct & Ethics as applicable from time to time and will be required to sign 'Code of Business Conduct & Ethics' upon your joining the Company. In addition, you will be required to sign an 'Employee Non-Disclosure & Confidentiality Agreement' upon your joining the Organization, which aims to protect the intellectual proprietary rights and business information of the Company and its clients / business associates.

8. Conflict of Interest:

You are expected to carry out your duties and responsibilities diligently, and shall at all times, safeguard the interest of the Company. During your traineeship / employment in our Company, you are required to devote yourself exclusively to the services of the Company and you shall not undertake yourself directly or indirectly with any business, duties or outside work, either part time or full time, without the prior express permission of the Management. The Company regards conflict of interest as a severe offence, which may lead to strict disciplinary action, including termination of your traineeship / employment without notice.

9. Indemnity:

You shall indemnify the Company against any loss / damage, proceedings which the Company may suffer due to any wrongful acts, negligence and/or gross dereliction of duties on your part. Such indemnity shall not prejudice the right of the Company to terminate your traineeship / employment on such count or the right of the Company to seek other remedies which the Company may have to make good the loss / damage suffered.

10. The Company reserves the right to add to, amend or vary the forgoing terms and conditions as and when found necessary.

Contd....(4)



(4)

Mr. Abimon Kunjupillai Bhasi, Mumbai - 400059

Please bring the following with you, when you report to us on the first day:

- All certificates and marksheet in original pertaining to your educational qualification, along with one Xerox copy of each (S.S.C. or School Leaving Certificate to be submitted as documentary evidence for date of birth).
- Six passport size photographs (in professional attire)
- Photocopy of PAN Card and Aadhar Card.
- Letter from your present/last employer confirming that you have been relieved from their service (only if applicable).

The formal letter of appointment will be issued to you after you report for training.

Any dispute, differences or disagreement arising out of the terms & conditions of this Offer Letter & the Service Agreement entered by you with the Company shall be referred to a Sole Arbitrator nominated by the Company under the provisions of Arbitration & Conciliation Act, 1996, whose decision shall be final and binding. The language of the Arbitration shall be English and the location of the same shall be in Vikhroli, Mumbai.

Please confirm on the attached copy that you accept our offer and return the copy to us so as to reach us at the above mentioned address within seven days from the date of receipt of this letter failing which your appointment as a trainee shall be treated as withdrawn and cancelled.

We look forward to your joining Team Godrej for a bright & prosperous career with us.

Yours truly,

For Godrej & Boyce Mfg.Co.Ltd.

Harpreet Kaur
Senior Vice President & Head-
Corporate Personnel & Administration

Encl.: Draft Service Agreement.

I have carefully gone through the Terms & Conditions of the aforesaid Letter of Offer and the Draft Service Agreement and understood the contents of the same. I hereby agree to abide by the said terms & conditions. I shall report for training on _____.

Signature: _____ Date: _____ Mobile No.: _____

cc : Corporate Human Resources Dept., Plant 11

Corporate Human Resources Department

Ref: HK/HR/PP-OFFER'2019-20/CN

13th May 2019

Dear Mr. Bhagyesh Phadkale,

Greetings from Godrej!

We are delighted to have you coming on board on **08th July 2019**.

We are sure that you are keenly looking forward to what's in store for you upon your joining us.

To make your transition in Godrej smooth, we have planned a comprehensive Corporate Orientation Program at our Vikhroli Establishment in Mumbai.

Your portfolio / assignment and the place of posting will be shared with you after the Corporate Orientation Program.

To enrich you with knowledge, learning, skills and experience during the traineeship, you will be undergoing a structured Training Program comprising of learning inputs in a phased manner:

Phase I (At the time of Joining):- Corporate Orientation Program, followed by:

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (or)
- On-The-Job Training, as applicable

Phase II (Mid-Year): - Developmental Program(s)

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (or)
- On-The-Job Training, as applicable

Phase III (Upon completion of the Training): - Organization level Development Programs (Common for all) followed by:

- Advanced Programme of Technical Training Program (or)
- Sales, Service and Marketing Training Program (or)
- On-The-Job Training, as applicable

When you take up the assignment we have earmarked for you, you will have a 'buddy' to help and guide you in the initial days.

Please feel free to speak to / write to us for any information that you may need:

Mr. Kamal Sharma (sharmak@godrej.com, 022-67961420)
Ms. Radhika Kamat (radhikak@godrej.com, 022-67964156)
Ms. Rachna Bhuse (rachna@godrej.com; 022-67961454)

We look forward to you becoming part of the exciting growth journey at Godrej!

Warm Regards,



Harpreet Kaur
Senior Vice President & Head -
Corporate Personnel & Administration

Encl.: Offer Letter



Corporate Human Resources Department

Ref.: HK/HR/TR_Offer2019-20/TO-119

13th May 2019

Mr. Bhagyesh Chandrakant Phadkale
214, Sant Kabir Apartment
Sant Nagar, Manvelpada Road
Opposite D-Mart, Virar (East)
Thane - 401305
Mob: 9004545385

TR CAT : C-200

LETTER OF OFFER

Dear Mr. Bhagyesh Phadkale,

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your selection as **Graduate Engineer Trainee** in our Organization. Your appointment is covered under the provisions of **The Apprentices Act, 1961 and its subsequent amendments thereto**. The terms & conditions are as given below:

1. Period of Training:

The training period will be twelve (12) months, from your date of joining.

2. Consolidated stipend:

You will be paid an All-inclusive Consolidated Stipend of **Rs.35000/- (Rupees Thirty Five Thousand only)** per month.

(In the event of any legislation being enacted/made applicable treating the above mentioned "Consolidated Stipend" as "Salary" for the purpose of calculating Provident Fund, Gratuity, House Rent Allowance, Medical or any other direct / indirect benefit or contribution etc., then in such an event, the said "Consolidated Stipend" shall stand adjusted / modified to the extent so that there is no additional financial burden on the Company on this count i.e., the stipend payable to you by the Company, inclusive of all statutory, direct / indirect benefits or contributions, shall not exceed the above mentioned Consolidated Stipend per month).

3. Leave Entitlement:

You will be eligible for Leave as per the Leave Rules of the Organisation applicable to the trainees covered under The Apprentices Act, 1961. The same is subject to change from time to time.

4. General terms & conditions :

- Although it is not mandatory and / or obligatory on the part of the Company to offer you employment upon completion of the training period, you will be considered for any suitable opening that may arise / exists at that point in time, subject to your overall performance, attitude, conduct, attendance & punctuality besides meeting the requisite selection criteria.
- As a part of the terms and conditions as mentioned in this Letter of Offer, you will be required to sign a Service Agreement (Bond) for a period of two years (one year as a Trainee and one year subject to being absorbed in regular employment upon successful completion of the training period). Enclosed is a draft of the said Service Agreement, which you are required to go through, fill in the relevant details viz., name, address, name of the guarantor etc., and return to us along with the acknowledgement copy of the offer letter at the following address:

Godrej & Boyce Mfg. Co. Ltd.
Corporate Human Resources Dept.
Plant No.11, 2nd Floor, Pirojshanagar,
LBS Marg, Vikhroli (West), Mumbai 400 079.
Contact: Mr. Suresh K / Ms. Aliamma S
Tel.: 022-6796 4151 / 1435

Contd....(2)



(2)

Mr. Bhagyesh Chandrakant Phadkale, Thane - 401305

Upon receipt of your acceptance of the offer letter along with the copy of the Service Agreement, we shall send you the original Service Agreement (Bond). You will be required to return to us the original Service Agreement, duly signed by you and by your guarantor in all the pages, within a week through courier / speed post at the above address. (The guarantor can be any adult person related / known to you and whose financial credibility is also sound enough to recompense the guaranteed amount in case of any default from your side).

- c) During the training period, you will not be eligible for any Variable Pay (viz., Performance Pay, Sales / Service Incentives etc.).
- d) Your selection as a trainee is subject to you being found medically fit by the Company's Medical Officer or by a Medical Practitioner of Company's choice.
- e) **While your initial place of training / posting will be in our Vikhroli Establishment, you are liable to be transferred to any of the Company's Establishments / Upcountry Manufacturing Plants / Project Site Office within the territory of India during your training period and/or thereafter and the same will not have any impact on your Consolidated Monthly Stipend.**
- f) **The Management shall decide your Function (Profile), Division and the Place of Posting as per the business need and exigencies at the end of the Corporate Orientation Program and thereafter. The same shall be binding on you.**
- g) If and when it is required to impart training to you on a non-working day, you will be required to report for training on such days for which you will be given compensatory off. Similarly, as and when required, you may be called upon to report in second shifts when specific / special training opportunities are available.
- h) If you wish to resign from the traineeship of the Company, the notice period is one month during the training period and you will be permitted to do so subject to your fulfilling the terms & conditions as per the Service Agreement (Bond) signed by you. The Company reserves the right not to accept the notice period depending upon business needs and requirements. In case you leave the traineeship without fulfilling the terms & conditions as applicable to you, the Management reserves the right to initiate appropriate proceedings as per law.
- i) Your traineeship can be terminated by the Company at any time by giving you one month notice. Upon successful completion of the training and after absorption in regular employment, the notice period is three months on either side.
- j) The Company reserves the right to terminate your traineeship / employment at any time without notice or payment in lieu thereof if you are found guilty of absence from duty without prior intimation and/or permission for a continuous period of seven days or more, insubordination, non-performance, low productivity, disclosing confidential data or information pertaining to the Company, bonafide loss of confidence, misappropriation of Company's funds, causing damage to the property of the Company, non-compliance of Company rules & regulations besides omission / commission of any act on your part which may be prejudicial to the interest of the Organization.

Contd....(3)



(3)

Mr. Bhagyesh Chandrakant Phadkale, Thane - 401305

You are required to report for your training on 08th July 2019 at 8.40 a.m. at the following venue:

Godrej & Boyce Mfg. Co. Ltd.
3rd Floor, Plant 13 Annexe,
Pirojshanagar, Eastern Express Highway,
Vikhroli East, Mumbai - 400 079
Contact : Ms. Aliamma S/Mr. Suresh K
aliamma@godrej.com; sureshk@godrej.com

5. Qualification Clause (Declaration of Final Year / Semester Results):

If your selection is being made prior to the declaration of the final semester results of the examination for which you have recently appeared, you are required to inform the Company about the results immediately upon declaration of the same by the University / Institute. You shall submit a copy of the mark sheet / certificate issued by the Institute / University as documentary evidence and produce the original for verification. In case, you do not pass the said degree / diploma examination, your selection / appointment will be deemed to be automatically terminated without notice or payment in lieu of notice with effect from the date of the declaration of the result at the discretion of the Management. Further, if you are unable to submit the official documentary evidence in support of you having secured a final pass in the aforesaid examination prior to the completion of the training period, your appointment will automatically stand terminated without notice at the end of the training period at the discretion of the Management.

6. Submission of False Documents:

If at any time in future, the documents submitted by you pertaining to your date of birth, residence, family details, educational qualification and/or external work experience etc are found to be false / incorrect, the Company reserves the right to terminate your appointment forthwith besides initiating necessary legal proceedings against you as per law.

7. Code of Conduct:

You will be bound by the Company's Code of Business Conduct & Ethics as applicable from time to time and will be required to sign 'Code of Business Conduct & Ethics' upon your joining the Company. In addition, you will be required to sign an 'Employee Non-Disclosure & Confidentiality Agreement' upon your joining the Organization, which aims to protect the intellectual proprietary rights and business information of the Company and its clients / business associates.

8. Conflict of Interest:

You are expected to carry out your duties and responsibilities diligently, and shall at all times, safeguard the interest of the Company. During your traineeship / employment in our Company, you are required to devote yourself exclusively to the services of the Company and you shall not undertake yourself directly or indirectly with any business, duties or outside work, either part time or full time, without the prior express permission of the Management. The Company regards conflict of interest as a severe offence, which may lead to strict disciplinary action, including termination of your traineeship / employment without notice.

9. Indemnity:

You shall indemnify the Company against any loss / damage, proceedings which the Company may suffer due to any wrongful acts, negligence and/or gross dereliction of duties on your part. Such indemnity shall not prejudice the right of the Company to terminate your traineeship / employment on such count or the right of the Company to seek other remedies which the Company may have to make good the loss / damage suffered.

10. The Company reserves the right to add to, amend or vary the forgoing terms and conditions as and when found necessary.

Contd....(4)



(4)

Mr. Bhagyesh Chandrakant Phadkate, Thane - 401305

Please bring the following with you, when you report to us on the first day:

- All certificates and marksheet in original pertaining to your educational qualification, along with one Xerox copy of each (S.S.C. or School Leaving Certificate to be submitted as documentary evidence for date of birth).
- Six passport size photographs (in professional attire)
- Photocopy of PAN Card and Aadhar Card.
- Letter from your present/last employer confirming that you have been relieved from their service (only if applicable).

The formal letter of appointment will be issued to you after you report for training.

Any dispute, differences or disagreement arising out of the terms & conditions of this Offer Letter & the Service Agreement entered by you with the Company shall be referred to a Sole Arbitrator nominated by the Company under the provisions of Arbitration & Conciliation Act, 1996, whose decision shall be final and binding. The language of the Arbitration shall be English and the location of the same shall be in Vikhroli, Mumbai.

Please confirm on the attached copy that you accept our offer and return the copy to us so as to reach us at the above mentioned address within seven days from the date of receipt of this letter failing which your appointment as a trainee shall be treated as withdrawn and cancelled.

We look forward to your joining Team Godrej for a bright & prosperous career with us.

Yours truly,

For Godrej & Boyce Mfg.Co.Ltd.


Harpreet Kaur

Senior Vice President & Head-
Corporate Personnel & Administration

Encl.: Draft Service Agreement.

I have carefully gone through the Terms & Conditions of the aforesaid Letter of Offer and the Draft Service Agreement and understood the contents of the same. I hereby agree to abide by the said terms & conditions. I shall report for training on _____.

Signature: _____ Date: _____ Mobile No.: _____

cc : Corporate Human Resources Dept., Plant 11



21st May 2019

Corporate Human Resources Department

Ref: HK/HR/PP-OFFER'2019-20/CN

Dear Mr. Bhavesh Gami,

Greetings from Godrej!

We are delighted to have you coming on board on **19th August 2019**.

We are sure that you are keenly looking forward to what's in store for you upon your joining us.

To make your transition in Godrej smooth, we have planned a comprehensive Corporate Orientation Program at our Vikhroli Establishment in Mumbai.

Your portfolio / assignment and the place of posting will be shared with you after the Corporate Orientation Program.

To enrich you with knowledge, learning, skills and experience during the traineeship, you will be undergoing a structured Training Program comprising of learning inputs in a phased manner:

Phase I (At the time of Joining):- Corporate Orientation Program, followed by:

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (or)
- On-The-Job Training, as applicable

Phase II (Mid-Year): - Developmental Program(s)

- Technical Training Program (or)
- Sales, Service and Marketing Training Program (or)
- On-The-Job Training, as applicable

Phase III (Upon completion of the Training): - Organization level Development Programs (Common for all) followed by:

- Advanced Programme of Technical Training Program (or)
- Sales, Service and Marketing Training Program (or)
- On-The-Job Training, as applicable

When you take up the assignment we have earmarked for you, you will have a 'buddy' to help and guide you in the initial days.

Please feel free to speak to / write to us for any information that you may need:

Mr. Kamal Sharma (sharmak@godrej.com, 022-67961420)

Ms. Radhika Kamat (radhikak@godrej.com, 022-67964156)

Ms. Rachna Bhuse (rachna@godrej.com; 022-67961454)

We look forward to you becoming part of the exciting growth journey at Godrej!

Warm Regards,



Harpreet Kaur

**Senior Vice President & Head -
Corporate Personnel & Administration**

Encl.: Offer Letter



Corporate Human Resources Department

Ref.: HK/HR/TR_Offer'2019-20/TO-219

21st May 2019

Mr. Bhavesh Rameshbhal Gami
Flat No-1801, Bldng No-11/A, A Wing
Neelyog Samruddhi Towers, Khot Kuwa Rd
Dhanji Wadi, Malad West
Mumbai-400097
Mob: 7977521244

TR CAT : C-200

LETTER OF OFFER

Dear Mr. Bhavesh Gami,

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your selection as **Graduate Engineer Trainee** in our Organization. Your appointment is covered under the provisions of **The Apprentices Act, 1961 and its subsequent amendments thereto**. The terms & conditions are as given below:

1. Period of Training:

The training period will be twelve (12) months, from your date of joining.

2. Consolidated stipend:

You will be paid an All-inclusive Consolidated Stipend of **Rs.35000/- (Rupees Thirty Five Thousand only)** per month.

(In the event of any legislation being enacted/made applicable treating the above mentioned "Consolidated Stipend" as "Salary" for the purpose of calculating Provident Fund, Gratuity, House Rent Allowance, Medical or any other direct / indirect benefit or contribution etc., then in such an event, the said "Consolidated Stipend" shall stand adjusted / modified to the extent so that there is no additional financial burden on the Company on this count i.e., the stipend payable to you by the Company, inclusive of all statutory, direct / indirect benefits or contributions, shall not exceed the above mentioned Consolidated Stipend per month).

3. Leave Entitlement:

You will be eligible for Leave as per the Leave Rules of the Organisation applicable to the trainees covered under The Apprentices Act, 1961. The same is subject to change from time to time.

4. General terms & conditions :

- a) Although it is not mandatory and / or obligatory on the part of the Company to offer you employment upon completion of the training period, you will be considered for any suitable opening that may arise / exists at that point in time, subject to your overall performance, attitude, conduct, attendance & punctuality besides meeting the requisite selection criteria.
- b) As a part of the terms and conditions as mentioned in this Letter of Offer, you will be required to sign a Service Agreement (Bond) for a period of two years (one year as a Trainee and one year subject to being absorbed in regular employment upon successful completion of the training period). Enclosed is a draft of the said Service Agreement, which you are required to go through, fill in the relevant details viz., name, address, name of the guarantor etc., and return to us along with the acknowledgement copy of the offer letter at the following address:

Godrej & Boyce Mfg. Co. Ltd.
Corporate Human Resources Dept.
Plant No.11, 2nd Floor, Pirojshanagar,
LBS Marg, Vikhroli (West), Mumbai 400 079.
Contact: Mr. Suresh K / Ms. Aliamma S
Tel.: 022-6796 4151 / 1435

Contd....(2)



(2)

Mr. Bhavesh Rameshbhai Gami, Mumbai - 400097

Upon receipt of your acceptance of the offer letter along with the copy of the Service Agreement, we shall send you the original Service Agreement (Bond). You will be required to return to us the original Service Agreement, duly signed by you and by your guarantor in all the pages, within a week through courier / speed post at the above address. (The guarantor can be any adult person related / known to you and whose financial credibility is also sound enough to recompense the guaranteed amount in case of any default from your side).

- c) During the training period, you will not be eligible for any Variable Pay (viz., Performance Pay, Sales / Service Incentives etc.).
- d) Your selection as a trainee is subject to you being found medically fit by the Company's Medical Officer or by a Medical Practitioner of Company's choice.
- e) **While your initial place of training / posting will be in our Vikhroli Establishment, you are liable to be transferred to any of the Company's Establishments / Upcountry Manufacturing Plants / Project Site Office within the territory of India during your training period and/or thereafter and the same will not have any impact on your Consolidated Monthly Stipend.**
- f) **The Management shall decide your Function (Profile), Division and the Place of Posting as per the business need and exigencies at the end of the Corporate Orientation Program and thereafter. The same shall be binding on you.**
- g) If and when it is required to impart training to you on a non-working day, you will be required to report for training on such days for which you will be given compensatory off. Similarly, as and when required, you may be called upon to report in second shifts when specific / special training opportunities are available.
- h) If you wish to resign from the traineeship of the Company, the notice period is one month during the training period and you will be permitted to do so subject to your fulfilling the terms & conditions as per the Service Agreement (Bond) signed by you. The Company reserves the right not to accept the notice period depending upon business needs and requirements. In case you leave the traineeship without fulfilling the terms & conditions as applicable to you, the Management reserves the right to initiate appropriate proceedings as per law.
- i) Your traineeship can be terminated by the Company at any time by giving you one month notice. Upon successful completion of the training and after absorption in regular employment, the notice period is three months on either side.
- j) The Company reserves the right to terminate your traineeship / employment at any time without notice or payment in lieu thereof if you are found guilty of absence from duty without prior intimation and/or permission for a continuous period of seven days or more, insubordination, non-performance, low productivity, disclosing confidential data or information pertaining to the Company, bonafide loss of confidence, misappropriation of Company's funds, causing damage to the property of the Company, non-compliance of Company rules & regulations besides omission / commission of any act on your part which may be prejudicial to the interest of the Organization.

Contd....(3)



(3)

Mr. Bhavesh Rameshbhai Gami, Mumbai - 400097

You are required to report for your training on 19th August 2019 at 8.40 a.m. at the following venue:

Godrej & Boyce Mfg. Co. Ltd.
3rd Floor, Plant 13 Annexe,
Pirojshanagar, Eastern Express Highway,
Vikhroli East, Mumbai - 400 079
Contact : Ms. Aliamma S/Mr. Suresh K
aliamma@godrej.com; sureshk@godrej.com

5. Qualification Clause (Declaration of Final Year / Semester Results):

If your selection is being made prior to the declaration of the final semester results of the examination for which you have recently appeared, you are required to inform the Company about the results immediately upon declaration of the same by the University / Institute. You shall submit a copy of the mark sheet / certificate issued by the Institute / University as documentary evidence and produce the original for verification. In case, you do not pass the said degree / diploma examination, your selection / appointment will be deemed to be automatically terminated without notice or payment in lieu of notice with effect from the date of the declaration of the result at the discretion of the Management. Further, if you are unable to submit the official documentary evidence in support of you having secured a final pass in the aforesaid examination prior to the completion of the training period, your appointment will automatically stand terminated without notice at the end of the training period at the discretion of the Management.

6. Submission of False Documents:

If at any time in future, the documents submitted by you pertaining to your date of birth, residence, family details, educational qualification and/or external work experience etc are found to be false / incorrect, the Company reserves the right to terminate your appointment forthwith besides initiating necessary legal proceedings against you as per law.

7. Code of Conduct:

You will be bound by the Company's Code of Business Conduct & Ethics as applicable from time to time and will be required to sign 'Code of Business Conduct & Ethics' upon your joining the Company. In addition, you will be required to sign an 'Employee Non-Disclosure & Confidentiality Agreement' upon your joining the Organization, which aims to protect the intellectual proprietary rights and business information of the Company and its clients / business associates.

8. Conflict of Interest:

You are expected to carry out your duties and responsibilities diligently, and shall at all times, safeguard the interest of the Company. During your traineeship / employment in our Company, you are required to devote yourself exclusively to the services of the Company and you shall not undertake yourself directly or indirectly with any business, duties or outside work, either part time or full time, without the prior express permission of the Management. The Company regards conflict of interest as a severe offence, which may lead to strict disciplinary action, including termination of your traineeship / employment without notice.

9. Indemnity:

You shall indemnify the Company against any loss / damage, proceedings which the Company may suffer due to any wrongful acts, negligence and/or gross dereliction of duties on your part. Such indemnity shall not prejudice the right of the Company to terminate your traineeship / employment on such count or the right of the Company to seek other remedies which the Company may have to make good the loss / damage suffered.

10. The Company reserves the right to add to, amend or vary the forgoing terms and conditions as and when found necessary.

Contd....(4)



(4)

Mr. Bhavesh Rameshbhai Gami, Mumbai - 400097

Please bring the following with you, when you report to us on the first day:

- All certificates and marksheet in original pertaining to your educational qualification, along with one Xerox copy of each (S.S.C. or School Leaving Certificate to be submitted as documentary evidence for date of birth).
- Six passport size photographs (in professional attire)
- Photocopy of PAN Card and Aadhar Card.
- Letter from your present/last employer confirming that you have been relieved from their service (only if applicable).

The formal letter of appointment will be issued to you after you report for training.

Any dispute, differences or disagreement arising out of the terms & conditions of this Offer Letter & the Service Agreement entered by you with the Company shall be referred to a Sole Arbitrator nominated by the Company under the provisions of Arbitration & Conciliation Act, 1996, whose decision shall be final and binding. The language of the Arbitration shall be English and the location of the same shall be in Vikhroli, Mumbai.

Please confirm on the attached copy that you accept our offer and return the copy to us so as to reach us at the above mentioned address within seven days from the date of receipt of this letter failing which your appointment as a trainee shall be treated as withdrawn and cancelled.

We look forward to your joining Team Godrej for a bright & prosperous career with us.

Yours truly,

For Godrej & Boyce Mfg.Co.Ltd.



Harpreet Kaur
Senior Vice President & Head-
Corporate Personnel & Administration

Encl.: Draft Service Agreement.

I have carefully gone through the Terms & Conditions of the aforesaid Letter of Offer and the Draft Service Agreement and understood the contents of the same. I hereby agree to abide by the said terms & conditions. I shall report for training on _____.

Signature: _____ Date: _____ Mobile No.: _____

cc : Corporate Human Resources Dept., Plant 11





Confidential

4/17/2019

Neel Savia

Dear Neel,

Offer of Employment

Congratulations!

We are pleased to offer you an opportunity for a full-time employment in the position of **Associate - SC Analytics - R&A** in the **Supply Chain Function** of the General Mills India Center of General Mills India Private Limited ("Company") at Job Band **Professional**, Pay Grade **40**. You shall be based at **Mumbai**.

Your compensation package on a **Cost-to-Company** basis is **INR4,50,000/Yr.** (Includes Fixed Pay + Variable Pay).

The attached **Salary Fitment** highlights your total compensation including the various salary components as well as other Non-Monetary benefits.

The future possibilities are exciting – by joining our Organization, you will become a part of an award-winning, innovative culture with a passion for nourishing lives around the world. Be ready to live the values that have been a cornerstone of our success for nearly 150 years, as we continue to pursue business excellence.

The eligibility and payment of Variable Bonus will be governed by the rules of the Company as amended from time to time. This Variable Bonus shall include any statutory bonus payable to you under applicable law, if you are eligible.

The Gratuity amount mentioned is only indicative in nature and the Gratuity, if any, shall only be payable in compliance with and to the extent you are eligible to receiving it under the Payment of Gratuity Act, 1972.

Your compensation is inclusive of the applicable statutory benefits and tax will be deducted at source by the Company as per applicable rules. Your compensation shall be paid on a monthly basis.

You shall be required to comply with the current policies of the Company and those amended or introduced periodically. The Company shall require you to sign a Non-Disclosure, Non Solicitation and Intellectual Property Assignment Agreement with the Company, on or before joining. During your employment, in case the Company provides or sponsors any specialized training or educational

courses, the Company may require you to sign a Retention agreement.

The Company shall issue an appointment letter upon joining, which shall contain additional terms and conditions of your employment.

Our offer is conditional upon satisfactory feedback from your references and necessary background and academic checks. Our offer is also contingent upon your full and complete disclosure to the Company of any and all agreements (non-competition, non-solicitation, employment, confidentiality or otherwise) with any prior employer, clients, principals, partners or others which in any way limit you either contractually or otherwise from engaging in any business activities required or contemplated by the Company in this offer of employment.

Either party may terminate the contract of employment by giving the other 3 months' notice in writing. In case of resignation by the employee, it is incumbent on the employee to work the entire 3 month notice period. The employee may be released from service at an earlier date by the Company at its discretion. Any adjustment of accumulated leave against notice period or payment of notice pay in lieu of serving of the notice period may be allowed only with the prior consent of the Company at its sole discretion.

During your employment with the Company, the Company may at any time, in its sole discretion, transfer or depute you to any other department of the Company or to any subsidiary or affiliate of the Company in India or overseas. In such event and at the sole discretion of the Company, some or all of the terms and conditions applicable at the location of transfer or to the employees of the department, subsidiary or affiliate, may also govern your service.

Should you accept our offer, we request that you provide us with copies of the following documents on the day of joining:

1. Copy of Permanent Account Number (PAN) card
2. Aadhar Card/Copy of application to Aadhar Card
3. Copy of relevant educational certificates & mark sheets
4. Existing Provident Fund account number/ Pension number, if any
5. Relieving letter from your current employer. In absence of the said, document, Resignation acceptance is mandatory at the time of Joining
6. Current address proof

You are requested to treat this letter and its contents as strictly confidential. Please refrain from disclosing this letter to any person or entity without our prior written consent. Your employment with the Company shall be governed and construed in accordance with the laws of India. The courts in Mumbai shall have necessary jurisdiction in the event of any dispute arising in connection with your employment.

As a token of your acceptance of our offer and the terms and conditions of this letter, please electronically sign your offer letter in the space provided below within three (3) days from the date of this letter, duly indicating therein your expected date of joining. Our offer shall automatically lapse unless you confirm your acceptance within the prescribed time.

We are looking forward to a mutually fruitful association and you being a part of the General Mills India team. In case you have any questions or would like to discuss the terms and/or conditions of our offer, please feel free to get in touch with us.

Sincerely,
For General Mills India Pvt. Ltd



Nupur Bedi
Director - Human Resources

Undertaking

(To be given by students who have appeared/are appearing in **Final Year/Semester Graduation or Post Graduation Examination**).

I hereby declare that, I have appeared in final year/final semester of **Graduation or Post Graduation Degree examination in the** of . I understand that offer of employment from General Mills India Pvt. Ltd is contingent upon completion of my Graduation or Post Graduation degree and I shall submit final consolidated marks sheet and Certification for Graduation or Post Graduation degree examination latest by as per one of the terms and conditions of my offer validity and employment.

Acceptance

I hereby accept the terms and conditions of this offer for employment with General Mills India Private Limited. I confirm that I am not breaching any terms or provisions of any prior agreement or arrangement by accepting this offer.

My expected date of joining General Mills is .

SIGNATURE

(checking the checkbox above is equivalent to a handwritten signature)



Confidential

4/17/2019

Divya Ramachandran

Dear Divya,

Offer of Employment

Congratulations!

We are pleased to offer you an opportunity for a full-time employment in the position of **Associate - SC Analytics - R&A** in the **Supply Chain Function** of the General Mills India Center of General Mills India Private Limited ("Company") at Job Band **Professional**, Pay Grade **40**. You shall be based at **Mumbai**.

Your compensation package on a **Cost-to-Company** basis is **INR4,50,000/Yr.** (Includes Fixed Pay + Variable Pay).

The attached **Salary Fitment** highlights your total compensation including the various salary components as well as other Non-Monetary benefits.

The future possibilities are exciting – by joining our Organization, you will become a part of an award-winning, innovative culture with a passion for nourishing lives around the world. Be ready to live the values that have been a cornerstone of our success for nearly 150 years, as we continue to pursue business excellence.

The eligibility and payment of Variable Bonus will be governed by the rules of the Company as amended from time to time. This Variable Bonus shall include any statutory bonus payable to you under applicable law, if you are eligible.

The Gratuity amount mentioned is only indicative in nature and the Gratuity, if any, shall only be payable in compliance with and to the extent you are eligible to receiving it under the Payment of Gratuity Act, 1972.

Your compensation is inclusive of the applicable statutory benefits and tax will be deducted at source by the Company as per applicable rules. Your compensation shall be paid on a monthly basis.

You shall be required to comply with the current policies of the Company and those amended or introduced periodically. The Company shall require you to sign a Non-Disclosure, Non Solicitation and Intellectual Property Assignment Agreement with the Company, on or before joining. During your employment, in case the Company provides or sponsors any specialized training or educational

courses, the Company may require you to sign a Retention agreement.

The Company shall issue an appointment letter upon joining, which shall contain additional terms and conditions of your employment.

Our offer is conditional upon satisfactory feedback from your references and necessary background and academic checks. Our offer is also contingent upon your full and complete disclosure to the Company of any and all agreements (non-competition, non-solicitation, employment, confidentiality or otherwise) with any prior employer, clients, principals, partners or others which in any way limit you either contractually or otherwise from engaging in any business activities required or contemplated by the Company in this offer of employment.

Either party may terminate the contract of employment by giving the other 3 months' notice in writing. In case of resignation by the employee, it is incumbent on the employee to work the entire 3 month notice period. The employee may be released from service at an earlier date by the Company at its discretion. Any adjustment of accumulated leave against notice period or payment of notice pay in lieu of serving of the notice period may be allowed only with the prior consent of the Company at its sole discretion.

During your employment with the Company, the Company may at any time, in its sole discretion, transfer or depute you to any other department of the Company or to any subsidiary or affiliate of the Company in India or overseas. In such event and at the sole discretion of the Company, some or all of the terms and conditions applicable at the location of transfer or to the employees of the department, subsidiary or affiliate, may also govern your service.

Should you accept our offer, we request that you provide us with copies of the following documents on the day of joining:

1. Copy of Permanent Account Number (PAN) card
2. Aadhar Card/Copy of application to Aadhar Card
3. Copy of relevant educational certificates & mark sheets
4. Existing Provident Fund account number/ Pension number, if any
5. Relieving letter from your current employer. In absence of the said, document, Resignation acceptance is mandatory at the time of Joining
6. Current address proof

You are requested to treat this letter and its contents as strictly confidential. Please refrain from disclosing this letter to any person or entity without our prior written consent. Your employment with the Company shall be governed and construed in accordance with the laws of India. The courts in Mumbai shall have necessary jurisdiction in the event of any dispute arising in connection with your employment.

As a token of your acceptance of our offer and the terms and conditions of this letter, please electronically sign your offer letter in the space provided below within three (3) days from the date of this letter, duly indicating therein your expected date of joining. Our offer shall automatically lapse unless you confirm your acceptance within the prescribed time.

We are looking forward to a mutually fruitful association and you being a part of the General Mills India team. In case you have any questions or would like to discuss the terms and/or conditions of our offer, please feel free to get in touch with us.

Sincerely,
For General Mills India Pvt. Ltd



Nupur Bedi
Director - Human Resources

Undertaking

(To be given by students who have appeared/are appearing in **Final Year/Semester Graduation or Post Graduation Examination**).

I hereby declare that, I have appeared in final year/final semester **of Graduation or Post Graduation Degree examination in the** of . I understand that offer of employment from General Mills India Pvt. Ltd is contingent upon completion of my Graduation or Post Graduation degree and I shall submit final consolidated marks sheet and Certification for Graduation or Post Graduation degree examination latest by as per one of the terms and conditions of my offer validity and employment.

Acceptance

I hereby accept the terms and conditions of this offer for employment with General Mills India Private Limited. I confirm that I am not breaching any terms or provisions of any prior agreement or arrangement by accepting this offer.

My expected date of joining General Mills is .

SIGNATURE

(checking the checkbox above is equivalent to a handwritten signature)

KNP/HR/Offer./23558
11-Apr-2019

Mr. Atharv Amit Abhyankar
A 703 7th Floor, Jay Sagar CHSL,
Navy Colony, Liberty Garden,
Malad West, Mumbai - 400064

Dear Mr. Abhyankar,

Sub: Offer as Graduate Engineering Trainee

We are pleased to inform you that you have been selected for the above position in Corporate Planning function of our Organization. You will be placed at Mumbai - HO location. You will be on probation for a period of 12 months from the date of your joining.

The break-up of your salary and allowances is given in the sheet attached hereto. This compensation structure is subject to changes to be made by the Company from time to time in accordance with the compensation scheme of the Company.

As a part of the joining process, you are required to submit the photo copies of the documents mentioned in attached list. Also bring along with you all the certificates and testimonials in original for verification.

Please note that this offer of employment is subject to satisfactory completion of your reference check and pre-employment medical examination.

A formal appointment letter will be issued to you on your joining the Organization. You are required to join our Organization on or before 10-Jun-2019 failing which this Offer of employment shall stand withdrawn.

We look forward to you having a long and fruitful association with Kansai Nerolac.

Yours faithfully
For Kansai Nerolac Paints Limited



Uday Deshmane
Chief Manager - Human Resources

Head Office :
NEROLAC HOUSE
Ganpatrao Kadam Marg,
Lower Parel, Mumbai - 400013 India

Tel. : + 91.22.2493 4001
+91.22.2499 2500

CIN No.: L24202MHI920PLC000825

Annexure			
Name	Atharv Amit Abhyankar	Grade	E03
Designation	Graduate Engineering Trainee	Location	Mumbai - HO
DOB	02-Nov-1997	Qualification	B.E/B.Tech - Production/ Industrial
Experience	Nil	Past Organization	
A. Monthly Payments		Rs. Per Month	
Basic Salary			15,000
House Rent Allowance			5,400
Amenities Allowance			1,415
Conveyance Allowance			2,200
Medical Reimbursement			1,000
Monthly Incentive (Bonus)			2,700
Total Monthly			27,715
Total Annual			3,32,580
B. Annual Payments			
Leave Travel Allowance			4,900
Provident Fund (12% of Basic)			21,600
Gratuity (4.81% of Basic)			8,658
Superannuation (15% of Basic)			27,000
Gross Per Annum			3,94,738
C. Variable Pay			
Performance Incentive (10%)			39,474
Corporate Commission (4%)			15,790
Grand Total - Cost to Company (CTC) (A+B+C)			4,50,002

Notes:

- House rent allowance is not payable if accommodation is provided by the Company.
- The performance incentive will be based on Individual performance and can be fully earned if 100% of Quantitative KRA/Contest parameters are achieved.
 - The Corporate Commission will be paid as per the company achieving its business plans and can go up to 125% if the company exceeds its business plans as declared by the Management.
 - The variable pay will be made in the month of July of the following year, provided you are on the rolls of the company on 30th June of said year and will be on pro rata basis.
- Apart from the above mentioned components, you and your family will be covered under the medical insurance up to Rs 1,50,000 as per the Policy of the Company. Family means your spouse and two dependent children up to 21 years. (Please refer policy for details).
- Gratuity is payable as per the payment of Gratuity Act 1972.
- Monthly Bonus is payable as per the Bonus Act 1965.
- Superannuation is calculated @ 15 % of basic Salary and has a vesting period of 5 years.
- You are advised to refer to the detailed policy documents to fully understand the administration and entitlement of compensation & benefits plan, The company reserves the right to amend, modify or end any provision applicable at any time without advance notice.





Date: 20th Oct 2018

Letter of Intent

Dear Alison Prakesh Rosario,

We are pleased to confirm your selection for the Management Trainee position in our organization. This offer is contingent upon you providing valid documentation as per the Company's requirements.

You will be on probation for a period of one year and your confirmation is subject to satisfactory completion of the probation period.

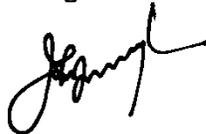
Your Total Cost to Company, inclusive of all allowances, benefits and perquisites, will be approximately Rs. 4.00 Lacs per annum which is subject to deduction of tax and other statutory payments as may be applicable.

Please note that the Company believes in 'Re-engineering' as a continuous process, and therefore, designations, responsibilities and location are subject to modifications in line with the business objectives. You shall also be required to comply with the Company's Policies with regards to your terms of employment.

If the above confirms your understanding of the position and the details given, please sign a copy of this letter and return the same to us. A detailed offer letter will be provided on completion of the required documentations and on being eligible in the process of employment with us.

We look forward to you joining our team and are confident that you will make significant contributions to the continued growth and financial success of our Company.

Yours truly,
for **Ingram Micro India Pvt Ltd**



John Kannath
Director - Human Resources

I have received a copy of this letter and accept the terms of employment as outlined above

Date

Date: 20th Oct 2018

Letter of Intent

Dear Joel Felix Quadras,

We are pleased to confirm your selection for the Management Trainee position in our organization. This offer is contingent upon you providing valid documentation as per the Company's requirements.

You will be on probation for a period of one year and your confirmation is subject to satisfactory completion of the probation period.

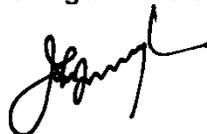
Your Total Cost to Company, inclusive of all allowances, benefits and perquisites, will be approximately Rs. 4.00 Lacs per annum which is subject to deduction of tax and other statutory payments as may be applicable.

Please note that the Company believes in 'Re-engineering' as a continuous process, and therefore, designations, responsibilities and location are subject to modifications in line with the business objectives. You shall also be required to comply with the Company's Policies with regards to your terms of employment.

If the above confirms your understanding of the position and the details given, please sign a copy of this letter and return the same to us. A detailed offer letter will be provided on completion of the required documentations and on being eligible in the process of employment with us.

We look forward to you joining our team and are confident that you will make significant contributions to the continued growth and financial success of our Company.

Yours truly,
for **Ingram Micro India Pvt Ltd**



John Kannath
Director - Human Resources

I have received a copy of this letter and accept the terms of employment as outlined above

Date

Date: 20th Oct 2018

Letter of Intent

Dear Leroy Louis Rebello,

We are pleased to confirm your selection for the Management Trainee position in our organization. This offer is contingent upon you providing valid documentation as per the Company's requirements.

You will be on probation for a period of one year and your confirmation is subject to satisfactory completion of the probation period.

Your Total Cost to Company, inclusive of all allowances, benefits and perquisites, will be approximately Rs. 4.00 Lacs per annum which is subject to deduction of tax and other statutory payments as may be applicable.

Please note that the Company believes in 'Re-engineering' as a continuous process, and therefore, designations, responsibilities and location are subject to modifications in line with the business objectives. You shall also be required to comply with the Company's Policies with regards to your terms of employment.

If the above confirms your understanding of the position and the details given, please sign a copy of this letter and return the same to us. A detailed offer letter will be provided on completion of the required documentations and on being eligible in the process of employment with us.

We look forward to you joining our team and are confident that you will make significant contributions to the continued growth and financial success of our Company.

Yours truly,
for **Ingram Micro India Pvt Ltd**



John Kannath
Director - Human Resources

I have received a copy of this letter and accept the terms of employment as outlined above

Date

Date: 20th Oct 2018

Letter of Intent

Dear Manupendra Dharmendra Tiwari,

We are pleased to confirm your selection for the Management Trainee position in our organization. This offer is contingent upon you providing valid documentation as per the Company's requirements.

You will be on probation for a period of one year and your confirmation is subject to satisfactory completion of the probation period.

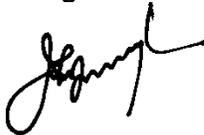
Your Total Cost to Company, inclusive of all allowances, benefits and perquisites, will be approximately Rs. 4.00 Lacs per annum which is subject to deduction of tax and other statutory payments as may be applicable.

Please note that the Company believes in 'Re-engineering' as a continuous process, and therefore, designations, responsibilities and location are subject to modifications in line with the business objectives. You shall also be required to comply with the Company's Policies with regards to your terms of employment.

If the above confirms your understanding of the position and the details given, please sign a copy of this letter and return the same to us. A detailed offer letter will be provided on completion of the required documentations and on being eligible in the process of employment with us.

We look forward to you joining our team and are confident that you will make significant contributions to the continued growth and financial success of our Company.

Yours truly,
for **Ingram Micro India Pvt Ltd**



John Kannath
Director - Human Resources

I have received a copy of this letter and accept the terms of employment as outlined above

Date

Date: 20th Oct 2018

Letter of Intent

Dear Simon Sanjay Greene,

We are pleased to confirm your selection for the Management Trainee position in our organization. This offer is contingent upon you providing valid documentation as per the Company's requirements.

You will be on probation for a period of one year and your confirmation is subject to satisfactory completion of the probation period.

Your Total Cost to Company, inclusive of all allowances, benefits and perquisites, will be approximately Rs. 4.00 Lacs per annum which is subject to deduction of tax and other statutory payments as may be applicable.

Please note that the Company believes in 'Re-engineering' as a continuous process, and therefore, designations, responsibilities and location are subject to modifications in line with the business objectives. You shall also be required to comply with the Company's Policies with regards to your terms of employment.

If the above confirms your understanding of the position and the details given, please sign a copy of this letter and return the same to us. A detailed offer letter will be provided on completion of the required documentations and on being eligible in the process of employment with us.

We look forward to you joining our team and are confident that you will make significant contributions to the continued growth and financial success of our Company.

Yours truly,
for **Ingram Micro India Pvt Ltd**



John Kannath
Director - Human Resources

I have received a copy of this letter and accept the terms of employment as outlined above

Date

Mar 5, 2019

Mr. Rohan Baichwal
Fr.Concelcao Rodrigues Institute of Technology

Subject: Letter of Intent

Dear Mr. Rohan,

Congratulations! Subsequent to the interview and discussions we had with you, we are pleased to offer you the position of "Graduate Engineer Trainee" at Mahape, Navi Mumbai.

We are pleased to offer you a **Fixed CTC of Rs. 4 Lacs** per annum. Kindly refer annexure for break-up of the CTC package.

All other terms and conditions will be incorporated in the appointment letter, which will be issued to you on joining.

Kindly note that your offer has been made based on information furnished by you (directly or through Campus Placement Office). However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above, we retain the right to review our offer of employment.

Kindly note that the following documents required to be submitted at the time of joining (Reporting time 8:30 am)

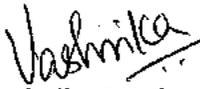
1. Aadhar Card
2. PAN card
3. Educational certificates
4. 4 passport size photographs

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders.

Please sign-off this letter as a token of acceptance.

Yours truly,

For Selec controls Pvt. Ltd.


Vashvika Jacob
Head – HR

I accept the offer and would join

from date _____

Name :

Date:

Mar 5, 2019

Mr. Sebastian Chennattu
Fr.Conceicao Rodrigues Institute of Technology

Subject: Letter of Intent

Dear Mr. Sebastian,

Congratulations! Subsequent to the interview and discussions we had with you, we are pleased to offer you the position of "Graduate Engineer Trainee" at Mahape, Navi Mumbai.

We are pleased to offer you a **Fixed CTC** of Rs. 4 Lacs per annum. Kindly refer annexure for break-up of the CTC package.

All other terms and conditions will be incorporated in the appointment letter, which will be issued to you on joining.

Kindly note that your offer has been made based on information furnished by you (directly or through Campus Placement Office). However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above, we retain the right to review our offer of employment.

Kindly note that the following documents required to be submitted at the time of joining (Reporting time 8:30 am)

1. Aadhar Card
2. PAN card
3. Educational certificates
4. 4 passport size photographs

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders.

Please sign-off this letter as a token of acceptance.

Yours truly,

For Selec controls Pvt. Ltd.

Vashvika

Vashvika Jacob
Head – HR

I accept the offer and would join

from date _____

Name :

Date:

Mar 5, 2019

Mr. Aditya Desu
Fr.Conceicao Rodrigues Institute of Technology

Subject: Letter of Intent

Dear Mr. Aditya,

Congratulations! Subsequent to the interview and discussions we had with you, we are pleased to offer you the position of "Graduate Engineer Trainee" at Mahape, Navi Mumbai.

We are pleased to offer you a Fixed CTC of Rs. 4 Lacs per annum. Kindly refer annexure for break-up of the CTC package.

All other terms and conditions will be incorporated in the appointment letter, which will be issued to you on joining.

Kindly note that your offer has been made based on information furnished by you (directly or through Campus Placement Office). However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above, we retain the right to review our offer of employment.

Kindly note that the following documents required to be submitted at the time of joining (Reporting time 8:30 am)

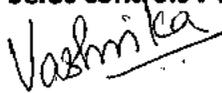
1. Aadhar Card
2. PAN card
3. Educational certificates
4. 4 passport size photographs

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders.

Please sign-off this letter as a token of acceptance.

Yours truly,

For Selec controls Pvt. Ltd.



Vashvika Jacob
Head - HR

I accept the offer and would join

from date _____

Name :

Date:

Mar 5, 2019

Mr. Aditya Kelkar
Fr.Conceicao Rodrigues Institute of Technology

Subject: Letter of Intent

Dear Mr. Aditya,

Congratulations! Subsequent to the interview and discussions we had with you, we are pleased to offer you the position of "Graduate Engineer Trainee" at Mahape, Navi Mumbai.

We are pleased to offer you a **Fixed CTC of Rs. 4 Lacs per annum**. Kindly refer annexure for break-up of the CTC package.

All other terms and conditions will be incorporated in the appointment letter, which will be issued to you on joining.

Kindly note that your offer has been made based on information furnished by you (directly or through Campus Placement Office). However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above, we retain the right to review our offer of employment.

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2. PAN card
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4. 4 passport size photographs

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders.

Please sign-off this letter as a token of acceptance.

Yours truly,

For Selec controls Pvt. Ltd.


Vashvika Jacob
Head - HR

I accept the offer and would join

from date _____

Name :

Date:

Mar 5, 2019

Mr. Saurabh Satpute
Fr. Conceicao Rodrigues Institute of Technology

Subject: Letter of Intent

Dear Mr. Saurabh,

Congratulations! Subsequent to the interview and discussions we had with you, we are pleased to offer you the position of "Graduate Engineer Trainee" at Mahape, Navi Mumbai.

We are pleased to offer you a Fixed CTC of Rs. 3.5 Lacs per annum. Kindly refer annexure for break-up of the CTC package.

All other terms and conditions will be incorporated in the appointment letter, which will be issued to you on joining.

Kindly note that your offer has been made based on information furnished by you (directly or through Campus Placement Office). However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above, we retain the right to review our offer of employment.

Kindly note that the following documents required to be submitted at the time of joining (Reporting time 8:30 am)

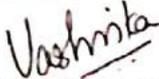
1. Aadhar Card
2. PAN card
3. Educational certificates
4. 4 passport size photographs

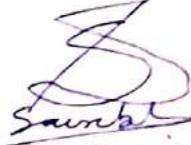
We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders.

Please sign-off this letter as a token of acceptance.

Yours truly,

For Selec controls Pvt. Ltd.


Vashvika Jacob
Head - HR


I accept the offer and would join

from date July

Name: Saurabh. S. Satpute
Date: 01/05/2019

Date: May 20, 2019

To,

Ms. Vanessa Rodrigues

Dear Vanessa,

We would like to congratulate you for your selection as "**Graduate Engineer Trainee**". This letter indicates your formal enrollment in the Programme subject to the terms and conditions mentioned below:

1. Your training Programme will commence from 5th August 2019.
2. This program would last for 18 months depending upon the duration of the assignments and successful completion of those assignments
3. You will be entitled to receive annual stipend of Rs. 400,000/- (Rs. Four lacs only)
4. You will be absorbed in the regular employment of the company subject to the successful completion of your learning assignments and subject to the availability of an open position at the given point of time
5. This offer is subject to proof and verification of your testimonials, proof of your certificates and reference check of good conduct from college.
6. This enrollment is contingent upon:
 - a. Your successful completion of your academic degree/course
 - b. Satisfactory Reference Check from your college.
 - c. Your formal acceptance to this offer

I look forward to having you join the Portescap India team. This position will allow you a substantial learning opportunity and challenge to leverage your technical skills and relationships, and an opportunity to make a meaningful contribution to the organization and to your career for moving forward.

Once again, I take this opportunity to congratulate you on your selection and look forward to your joining at Portescap India for a healthy career.

Thanking you,

For Portescap India Pvt. Ltd.,



Souresh Banerjee
Divisional Manager – Human Resources

Portescap India Pvt. Ltd.

Unit 2, SDF - 1, SEEPZ - SEZ, Andheri (E), Mumbai - 400 096. India

Tel. : ++91-22-4200 4100 Fax : ++91-22-42004036

CIN : U31103MH 1994PTC 137603



Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>

Fwd: Axis Bank - Final Selection (Fr. Conceicao Rodrigues College of Engineering & Fr. C. Rodrigues Institute of Technology)

1 message

TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in> 13 November 2018 at 10:55
To: Aasawari Namjoshi <aasawarinamjoshi14@gmail.com>, joel reuben <joel.reujoe@gmail.com>, Navil Rodrigues <rodriguesnavil@gmail.com>, Priyank Shah <priyank.shah998@gmail.com>, Bhanu Nadar <bhanu.nadar@gmail.com>, Edwin Clement <Edwinclement08@gmail.com>, niket athani <niketnariathani@gmail.com>, Nishant Seth <nishantseth41@gmail.com>, Rathil Vasani <rathilvasani@gmail.com>
Bcc: jayen.Modi@fragnel.edu.in

Dear all,

All Axis bank selects must complete the online process as mentioned in the rest of the mail.

This needs to be done urgently.

Mahesh Sharma
Fr. Agnel's Fr. C.R. College of Engineering,
Fr. Agnel Ashram, **Bandstand, Bandra(W),**
Mumbai -400050
L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in



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

Greetings from Fr. Agnel's C.R. College of Engineering, Bandra.

Dear Sir,

At the outset we are thankful to you for visiting our college and giving our students opportunity to work with esteemed organization.

All the offered students have accepted the offer. Details are as under:

Name Candidate	Acceptance Status
Priyanka Makarand Vaidya	Accepted
Siddhi Chandrakant Khanvilkar	Accepted
Vishal Shailendra Mishra	Accepted
Joshiba Paulraj Nadar	Accepted
Jincy Jacob	Accepted

Pl. let us know if you require any other details.

Thanking you,
with regards
mahesh

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

Dear Sir / Ma'am,

Greetings from Axis Bank Ltd!

We are pleased to announce that the below mentioned students have been selected post the Campus Selection Process on **26th October, 2018**.

IT:

1. Priyanka Makarand Vaidya
2. Jincy Jacob
3. Siddhi Chandrakant Khanvilkar
4. Joshiba Paulraj Nadar
5. Vishal Shailendra Mishra

Request you to please coordinate with the candidates & give us the acceptance. Kindly ensure that the students have filled in the details through the online link <https://axiscareers.axisbank.co.in/tallintv5/crp/client/login.aspx>. and fill the Job Application Form (JAF). Candidates are requested to use their personal email ID and maintain the same throughout process.

The on-boarding formalities for the said candidates shall be initiated by March next year. This email may, till then, be considered as an official communication and a binding commitment on our part.

Regards,



www.axisbank.com

From: Apurva Nimbalkar
Sent: Thursday, October 25, 2018 6:06 PM
To: TPO - Fr. CRCE, Bandra
Cc: Anand1 Bardhan; Rupinder Chadha
Subject: Re: Process Details

Dear Sir/Ma'am,

Please find the shortlist attached with this mail for tomorrow's interview process. The interview process will start from 10:30 am onwards. As discussed on call, please arrange for a room to conduct the interviews. The interviews would be conducted at your Bandra campus.

The Panel details are as under.

Name	Contact Number
Rajesh Chandran	919892097469
Ketan Deepak Bhagalia	919833071900
Priyanka Shridharan	919920378493

Regards,

Apurva Nimbalkar

Human Resources - CO

Phone - 9920323894



www.axisbank.com

From: Apurva Nimbalkar
Sent: Wednesday, October 24, 2018 8:05 PM

To: TPO - Fr. CRCE, Bandra
Cc: Anand1 Bardhan; Rupinder Chadha
Subject: Process Details

Dear Sir / Ma'am,

Please find attached the shortlisted candidates for IT profile with the Username and Password details for assessments.

Before appearing for the test, the shortlisted candidates are expected to duly fill in the details through the online link <https://axiscareers.axisbank.co.in/tallintv5/crp/client/login.aspx> and fill the Job Application Form (JAF). Candidates are requested to use their personal email ID and maintain the same throughout the recruitment process.

The Username and Password details for the test are to be shared with the candidates on the day of the test only. Request you to go through the FAQ's and share the same with the candidates as well.

Online assessment for IT

SPOC for Test: Vishal Tyagi (9873718177)
Test Link - <https://amcatglobal.aspiringminds.com/>

Request you to also help us arrange the following at the Campus: IT Lab for Online Test

Regards,

Apurva Nimbalkar

Human Resources - CO

Phone - 9920323894



www.axisbank.com

From: TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in>

Sent: Monday, October 22, 2018 11:34 AM

To: Apurva Nimbalkar

Subject: Re: Final Placements 2018-19

Greetings from Fr. Agnel's C.R. College of Engineering, Bandra.

Dear Sir,

The formula will be as per the attachment - Mumbai University Circular regarding Conversion form CGPI to %.

Pl. let us know if you require any other details.

Thanking you,
with regards
mahesh

Mahesh Sharma

**Fr. Agnel's Fr. C.R. College of Engineering,
Fr. Agnel Ashram, [Bandstand, Bandra\(W\)](#),
Mumbai -400050**

L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in



On Mon, Oct 22, 2018 at 11:18 AM, Apurva Nimbalkar <Apurva.Nimbalkar@axisbank.com> wrote:

Dear Team,

Please share with us the formula for converting the graduation CGPA into percentage.

Regards,

Apurva Nimbalkar

Human Resources - CO

Phone - 9920323894



www.axisbank.com

From: TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in>
Sent: Saturday, October 20, 2018 2:29 PM
To: Apurva Nimbalkar
Subject: Re: Final Placements 2018-19

Greetings from Fr. Agnel's C.R. College of Engineering, Bandra.

Dear Sir,

I am sending you the updated list of students as there were few missing students in our our Vashi list.

Request you to kindly accommodate them in the process.

Requesting you for the confirmation for **25 Oct, 2018** for drive date.

Thanking you,
with regards
mahesh

Mahesh Sharma
Fr. Agnel's Fr. C.R. College of Engineering,
Fr. Agnel Ashram, [Bandstand, Bandra\(W\)](#),
Mumbai -400050
L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in



On Sat, Oct 20, 2018 at 10:54 AM, TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in> wrote:

Greetings from Fr. Agnel's C.R. College of Engineering, Bandra.

Dear Sir,
At the outset regrets for the delay in sending the list of students.
List of students is attached.
We suggest **25 Oct, 2018** for the campus visit.
Pl. let us know the suitability of the date from your end.
Thanking you,
with regards
mahesh

Mahesh Sharma
Fr. Agnel's Fr. C.R. College of Engineering,
Fr. Agnel Ashram, [Bandstand, Bandra\(W\),](#)
Mumbai -400050
L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in



On Tue, Oct 16, 2018 at 11:58 AM, Apurva Nimbalkar <Apurva.Nimbalkar@axisbank.com> wrote:

Hello Team,

Greeting from Axis Bank!

We will be visiting your campus for final placement for IT Department. Please find the required details as mentioned below.

Name of the Company: Axis Bank Ltd

Website: <https://www.axisbank.com/about-us/corporate-profile>

Contact Person: Rupinder Chadha (9650583804) /Apurva Nimbalkar (9920323894)

Email ID: rupinder.chadha@axisbank.com/apurva.nimbalkar@axisbank.com

Job Title: Business System Analyst

Branches Eligible: Computer Science & Information Technology (B.tech)

JOB Location: Mumbai/Bangalore

Please find the detailed salary break up

COMPENSATION	Mumbai (P.A)
Basic	90000
Provident Fund	10800
Gratuity	4329
BOA	170031
Fixed Cash+Retiral	275160
Location Pay	31500
Subtotal - I (FC+R)	306660
Group Mediclaim Policy	3,133
Group Term Life Insurance	1,150
Loan Benefits	69,084
Sub Total - II (Total Benefits)	73,367
TOTAL PAY (Fixed Cash +Retirals + Benefits)	380,027

- **Compensation details are for Mumbai location. However, the HRA component will vary basis the final posting.**
- **Performance linked bonus pay / Annual Incentive Plan (as may be applicable), will be over and above the CTC & will be paid as per the Company's policy, subject to your being a confirmed employee.**

PFA JD and format to share students details with us and please let us know the available slots.

Awaiting your response.

Regards,

Apurva Nimbalkar

Human Resources - CO

Phone - 9920323894



www.axisbank.com

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AXISB/HR/REC/Co/NA /20025
25-Jun-2019

Priyanka Vaidya
,Mumbai,Maharashtra400050

Dear Priyanka Vaidya,

LETTER OF APPOINTMENT

We are delighted to welcome you to Axis Bank for an exciting career of learning, development and value driven performance linked growth. Subsequent to the selection process, we take pleasure in offering you the position of **Assistant Manager in Information Technology**. The said appointment shall be governed by the under mentioned terms and conditions apart from other Service Rules and conditions that are applicable or may become applicable from time to time.

1. Remuneration & Benefits

1.1 Remuneration:

Basic Salary	Rs.	7,500.00p.m.
Basket of Allowance	Rs.	14,169.00p.m.
Provident Fund	Rs.	900.00p.m.
Gratuity	Rs.	361.00p.m.
Fixed Cash + Retirals	Rs.	22,930.00p.m.
Location Pay	Rs.	2,625.00p.m.
Total Fixed Cash + Retirals	Rs.	25,555.00p.m.

Upon your transfer/ deputation to any other location, the Remuneration as mentioned above is subject to change basis the place of posting.

1.2 Retirals:

1.2.1 Contributory Provident Fund:

You will be covered under the Provident Fund Trust. You will be required to contribute to the Provident Fund of the Bank in accordance with the regulations in force. At present this is 12% of the basic salary. In addition, the Bank will contribute 12% of your basic salary to this fund.

1.2.2 Voluntary Provident Fund (VPF):

The Bank also has a voluntary provident fund scheme wherein you will be allowed to opt for a percentage of your Basic Pay, up to a maximum of 23% as Voluntary Contribution to Provident Fund (VPF). The window for opting for VPF will be open on the Bank's HRMS for two months from your date of joining. Employees opting for VPF will be allowed to discontinue their contribution during the year, but they will not be permitted to re-start the contribution during the year.

The contribution under this scheme will be in addition to the statutory Provident Fund contribution of 12% deducted from salary, and there will be no matching contribution from the Bank towards VPF.

1.2.3 Gratuity:

You will be paid gratuity as per the provisions of The Payment of Gratuity Act i.e. after rendering five years of continuous service in the Bank. As per the extant rules, the gratuity amount will be calculated @ 15 days on last drawn basic salary for each completed year of service, subject to a maximum amount of Rs. 20 lacs.

1.3 Other Benefits:

1.3.1 Loan concession:

You will be entitled to staff loans at concessional rates of interest after your confirmation in the Bank as per details provided in the CTC Annexure. At the time of your joining, the Bank may, at its discretion, take over certain staff loans with your existing employers. Post confirmation of your service in Axis Bank, outstanding specific loans may be taken over at the Bank's discretion and subject to eligibility criteria laid down.

1.3.2 Group Medclaim (Floater) Policy:

On joining the services of the Bank, subject to completion of all formalities in connection with your appointment and fulfillment of the requirements of the Insurance Company, you will be covered under the Bank's Group Medclaim (Floater) Policy in respect of yourself and a maximum of 3 of your dependents (relations comprising of Spouse and Children upto 25 years of age). Further, you have an option to enrol additional dependents under Parents and / or Parent-in-Laws policy by paying applicable premium in addition to the above 3 dependents. Additionally an option of Top Up policy is also available by paying the premium. The coverage limit under the existing policy applicable to your grade is detailed in the CTC Annexure. For more details related to terms of inclusion, eligibility etc. you may refer to the Bank's Myconnect Portal upon your joining. The terms & conditions of the medclaim policy is valid only till expiry of the insurance policy and are subject to amendments upon renewal.

1.3.3 Group Term Life Insurance Policy:

You will be covered under the Bank's Group Term Life Insurance Policy for a limit as applicable to your grade and is detailed in the CTC Annexure. The requisite premium for the coverage will be deducted from your first salary. The policy provides for the payment of the sum insured to the nominee / legal heirs in the event of the death (accidental / natural) of an employee.

1.3.4 Variable Pay / Incentive Plan:

Annual performance linked variable pay / incentive, as may be applicable, will be paid as per the Company's policy, based on your performance and subject to your being a confirmed employee.

Your detailed compensation and benefit structure is given in the enclosed CTC Annexure. The said remuneration and benefits will be taxable as per prevalent Income Tax Laws.

2. Reimbursement of Notice Period Pay

The Bank at its discretion may reimburse any shortfall in notice period pay to your current employer subject to prior approval from the Competent Authority. In such case, the following terms and conditions shall apply:-

- 2.1 You will serve the Bank for a minimum period of three years, from the date of your joining the Bank's services, failing which amount so reimbursed shall be recovered from you along with interest at the Bank Base Rate Prevailing on your last working day.
- 2.2 The Notice period pay reimbursement shall be taxable and will be added to your Annual Taxable Income for the relevant Financial Year. Thus, the reimbursement shall be net of tax of the total amount paid by you to your employer.
- 2.3 For reimbursement of shortfall in notice period pay, you are requested to advise the amount, which you need to pay to your present employer, to your Recruitment Manager before your resignation with your present employer to enable him / her to take prior approval from the Competent Authority. Thereafter, upon your joining the Bank, recruitment manager shall advise you to submit a certificate / letter from your present employer stating the number of days of shortfall in notice period and the amount recovered from you, basis which we shall process your request for reimbursement.

3. Leave Entitlements

The various leave entitlements are detailed in the Leave Annexure

4. Terms of Employment**4.1 Conditions precedent /Joining formalities:**

Your appointment and subsequent joining is subject to the following:

- 4.1.1 Your submission of self-declaration of medical fitness in the prescribed format provided on our onboarding portal.

:: 3 ::

4.1.2 The Bank receiving satisfactory Background Verification report. For this purpose, you will be contacted by an authorized agency empanelled by the Bank.

4.1.3 The below mentioned documents to be submitted by you at the time of your joining –

- a. Joining booklet (duly filled)
- b. Self-attested copies of all your degrees and professional qualifications certificates and documentary evidence of scholarships or prizes won, if any.
- c. Proof of date of birth
- d. Copy of Pan Card
- e. Copy of Address Proof
- f. One recent passport size color photograph
- g. Copy of acceptance of resignation letter and relieving letter from your previous employer.

Additionally, the Bank reserves the right to seek references from your current / previous employer (s), at any stage, subsequent to your acceptance of this letter of appointment.

4.1.4 It is brought to your notice that you need to complete your conditions precedent and / or joining formalities within 2 months from the date of joining, failing which your salary after 2nd month shall not be released till the completion of joining formalities and the said salary shall be kept in the Bank's Sundry Account.

4.2 Probation Period:

4.2.1 You will be on probation for a period of 6 (six) months from the date of your joining. This period may be extended upto a maximum of 6 months in two tranches of 3 months each, if further assessment and observations are considered necessary on the sole discretion of the Management. Thereafter, on failure to be confirmed in the service of the Bank, your employment shall be terminated on account of non-confirmation of service.

4.2.2 On satisfactory completion of probation / extended probation period you will be confirmed in the services of the Bank.

4.2.3 Your probation can be extended not only by virtue of your non satisfactory performance but also by virtue of your non completion of the formalities, which have to be fulfilled by you.

4.2.4 Notwithstanding what is stated above, the bank reserves the right to confirm you in the services of the bank even during the extended period, provided, the extension of probation was solely due to non-completion of the joining formalities and such formalities are completed within the said period.

4.3 Transfer:

4.3.1 Your services are liable to be transferred to any of the offices of the Bank within India and / or abroad at the sole discretion of the Bank and the Bank reserve the right to depute / transfer you at any time during your service in the Bank, to any of its subsidiaries or associates without any prior consent from you.

4.3.2 Notwithstanding the role assigned to you in terms of this letter, the Bank reserves the right to assign you any other role/function commensurate with your grade as may be deemed appropriate, depending on administrative exigencies and requirements.

4.3.3 Your services can be requisitioned by the Bank at any time outside the business / working hours.

4.4 Resignation / Termination / Retirement:

4.4.1 Separation during probation:

a. On account of Resignation : During the period of probation, you may resign from the Bank's service, subject to acceptance of your resignation by the Competent Authority, for which you will be required to mandatorily serve a notice period of 30 days. You will not be permitted to adjust any accumulated leave at your credit including accruals against the notice period. However, waiver of the notice period (if any), will be at the discretion of the Competent Authority. In such an event, the basic salary equivalent of the notice period shortfall (if any), after adjusting with privilege leave / surplus privilege leave (if available), will be recovered from employee.

b. On account of Termination: During the probation period, this contract of employment is terminable by the Bank by way of giving notice of 15 days' or on payment of salary in lieu thereof without assigning any reasons therefor.

4.4.2 Separation after Confirmation:

a. On account of Resignation: After confirmation, you may resign from the Bank's service, subject to acceptance of your resignation by the Competent Authority, for which you will be required to mandatorily serve a notice period of 90 days. You will not be permitted to adjust any accumulated leave at your credit including accruals against the notice period. However, waiver of the notice period (if any), will be at the discretion of the Competent Authority. In such an event, the basic salary equivalent of the notice period shortfall (if any), after adjusting with privilege leave / surplus privilege leave (if available), will be recovered from employee.

b. On account of Termination: Notwithstanding what is provided in the Staff Rules and the above paragraphs, your services, after confirmation, may be terminated by the Bank by giving 30 days' notice or payment of 30 days' salary in lieu thereof without assigning any reasons therefor.

4.4.3 Separation arrangement:

a. Written resignation should be submitted to your immediate supervisor, and also initiated on HRMS. Upon receipt of your resignation, the acceptance of the same shall be at Bank's discretion.

b. Upon acceptance of your resignation and before your proposed relieving date, you will have to return all Bank's property / assets entrusted to you and in your possession, to the Bank. Before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects etc. should be returned and you shall not make or retain any copies of these items.

c. On separation, you will have to submit your claim for settlement of Provident Fund in the prescribed form. If no claim is received within 6 months of separation, the Bank will close your Provident Fund account and credit proceeds to your SB account with us or send you the proceeds by Demand Draft.

4.4.4 Retirement:

The retirement age in the Bank is fixed as 60 years. You will accordingly stand relieved from the services of the Bank on the last day of the month of your attaining this age based on the Age Certificate furnished by you at the time of joining.

4.5 Other Terms**4.5.1 Code of Conduct & Ethics:**

a. As an employee of the Bank, you will be guided by the Code of Conduct & Ethics and rules and regulations of the Bank in force and as amended from time to time.

b. If any declaration, statement or information including your qualification, experience and/or any other details, as given by you at any time, is found to be false or untrue, if any material information is suppressed or if it comes to the notice of the Bank that you had been, prior to joining the Bank's services, convicted of any act involving moral turpitude and/or criminal in nature, your services will be liable to be terminated forthwith without any notice or compensation in lieu thereof at any time during or even after completion of the probation period. However, this does not preclude the Bank from initiating such disciplinary measures, as the Bank shall deem fit and any penalty may be imposed upon you in terms of the Staff Rules of the Bank in force.

4.5.1 The Bank reserves the right to vary the terms and conditions of service governing your appointment as contained in this letter including your duties and responsibilities at any time.

4.6 Whole-time / Alternative Employment:

4.6.1 Your position is a whole time employment with the Bank and you shall not take any other work for remuneration (part-time or otherwise) or work in advisory capacity or be interested directly or indirectly except as shareholder or debenture holder in other trade or business during the employment with the Bank. You shall not be involved directly or indirectly with any business / trade / occupation / service / calling or perform any part-time or other work for remuneration or otherwise without obtaining prior written permission from Axis Bank.

4.6.2 During the employment in the services of the Bank, you shall not hold any other position in any organization nor shall you get employed directly or indirectly in any manner whatsoever nor shall act as an advisor to any organization, the exception being social organizations like clubs, NGOs etc. having no political affiliation. However the Bank reserves the right to direct you to step down if, in the opinion of the Bank, such engagement interferes with your duties.

:: 5 ::

4.7 Fidelity & Secrecy:

You shall not at any time during your employment and/or after the termination of your employment in any manner whatsoever divulge any confidential information relating to the Bank, any of its constituents or its employees without the prior written consent from the Management. In such an event, the Bank reserves the right to proceed against you.

Notwithstanding anything contained in the above paragraphs, your services may be terminated by the Bank if you are found to be indulging in the acts of Commission / Omission which may be prejudicial to the interests of the Bank or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.

The terms and conditions set out in this letter of appointment inter alia constitute service conditions applicable to your employment in the Bank. Any dispute arising thereof are subject to Mumbai jurisdiction only and the Mumbai Courts will have exclusive jurisdiction.

The above terms and conditions are to be read in conjunction with the Staff Rules accessible through the Bank's intranet. These shall be made available to you, post joining.

Kindly note that you are required to convey your acceptance within 15 days from the date of this letter. You are requested to sign the copy of this letter as a token of acceptance of the above terms and return it to us immediately. This Letter of Appointment will be valid only for fifteen days from the date of this letter.

For any further information / clarifications please feel free to contact:-

Priyanka Shridharan

priyanka.shridharan@axisbank.com

We at Axis Bank wish you success and look forward to your having a long and rewarding career with us!

Yours faithfully,

Human Resources

Digitally signed by DS AXIS BANK LTD 2
Date: 2019.06.25 11:11:13 +05:30
Reason: LOI
Location: mumbai

Encl: - a/a

AXISB/HR/REC/Co/NA /20030
25-Jun-2019

Joshiba Nadar
,Mumbai,Maharashtra400104

Dear **Joshiba Nadar**,

LETTER OF APPOINTMENT

We are delighted to welcome you to Axis Bank for an exciting career of learning, development and value driven performance linked growth. Subsequent to the selection process, we take pleasure in offering you the position of **Assistant Manager in Information Technology**. The said appointment shall be governed by the under mentioned terms and conditions apart from other Service Rules and conditions that are applicable or may become applicable from time to time.

1. Remuneration & Benefits

1.1 Remuneration:

Basic Salary	Rs.	7,500.00p.m.
Basket of Allowance	Rs.	14,169.00p.m.
Provident Fund	Rs.	900.00p.m.
Gratuity	Rs.	361.00p.m.
Fixed Cash + Retirals	Rs.	22,930.00p.m.
Location Pay	Rs.	2,625.00p.m.
Total Fixed Cash + Retirals	Rs.	25,555.00p.m.

Upon your transfer/ deputation to any other location, the Remuneration as mentioned above is subject to change basis the place of posting.

1.2 Retirals:

1.2.1 Contributory Provident Fund:

You will be covered under the Provident Fund Trust. You will be required to contribute to the Provident Fund of the Bank in accordance with the regulations in force. At present this is 12% of the basic salary. In addition, the Bank will contribute 12% of your basic salary to this fund.

1.2.2 Voluntary Provident Fund (VPF):

The Bank also has a voluntary provident fund scheme wherein you will be allowed to opt for a percentage of your Basic Pay, up to a maximum of 23% as Voluntary Contribution to Provident Fund (VPF). The window for opting for VPF will be open on the Bank's HRMS for two months from your date of joining. Employees opting for VPF will be allowed to discontinue their contribution during the year, but they will not be permitted to re-start the contribution during the year.

The contribution under this scheme will be in addition to the statutory Provident Fund contribution of 12% deducted from salary, and there will be no matching contribution from the Bank towards VPF.

1.2.3 Gratuity:

You will be paid gratuity as per the provisions of The Payment of Gratuity Act i.e. after rendering five years of continuous service in the Bank. As per the extant rules, the gratuity amount will be calculated @ 15 days on last drawn basic salary for each completed year of service, subject to a maximum amount of Rs. 20 lacs.

1.3 Other Benefits:

1.3.1 Loan concession:

You will be entitled to staff loans at concessional rates of interest after your confirmation in the Bank as per details provided in the CTC Annexure. At the time of your joining, the Bank may, at its discretion, take over certain staff loans with your existing employers. Post confirmation of your service in Axis Bank, outstanding specific loans may be taken over at the Bank's discretion and subject to eligibility criteria laid down.

1.3.2 Group Medclaim (Floater) Policy:

On joining the services of the Bank, subject to completion of all formalities in connection with your appointment and fulfillment of the requirements of the Insurance Company, you will be covered under the Bank's Group Medclaim (Floater) Policy in respect of yourself and a maximum of 3 of your dependents (relations comprising of Spouse and Children upto 25 years of age). Further, you have an option to enrol additional dependents under Parents and / or Parent-in-Laws policy by paying applicable premium in addition to the above 3 dependents. Additionally an option of Top Up policy is also available by paying the premium. The coverage limit under the existing policy applicable to your grade is detailed in the CTC Annexure. For more details related to terms of inclusion, eligibility etc. you may refer to the Bank's Myconnect Portal upon your joining. The terms & conditions of the medclaim policy is valid only till expiry of the insurance policy and are subject to amendments upon renewal.

1.3.3 Group Term Life Insurance Policy:

You will be covered under the Bank's Group Term Life Insurance Policy for a limit as applicable to your grade and is detailed in the CTC Annexure. The requisite premium for the coverage will be deducted from your first salary. The policy provides for the payment of the sum insured to the nominee / legal heirs in the event of the death (accidental / natural) of an employee.

1.3.4 Variable Pay / Incentive Plan:

Annual performance linked variable pay / incentive, as may be applicable, will be paid as per the Company's policy, based on your performance and subject to your being a confirmed employee.

Your detailed compensation and benefit structure is given in the enclosed CTC Annexure. The said remuneration and benefits will be taxable as per prevalent Income Tax Laws.

2. Reimbursement of Notice Period Pay

The Bank at its discretion may reimburse any shortfall in notice period pay to your current employer subject to prior approval from the Competent Authority. In such case, the following terms and conditions shall apply:-

- 2.1 You will serve the Bank for a minimum period of three years, from the date of your joining the Bank's services, failing which amount so reimbursed shall be recovered from you along with interest at the Bank Base Rate Prevailing on your last working day.
- 2.2 The Notice period pay reimbursement shall be taxable and will be added to your Annual Taxable Income for the relevant Financial Year. Thus, the reimbursement shall be net of tax of the total amount paid by you to your employer.
- 2.3 For reimbursement of shortfall in notice period pay, you are requested to advise the amount, which you need to pay to your present employer, to your Recruitment Manager before your resignation with your present employer to enable him / her to take prior approval from the Competent Authority. Thereafter, upon your joining the Bank, recruitment manager shall advise you to submit a certificate / letter from your present employer stating the number of days of shortfall in notice period and the amount recovered from you, basis which we shall process your request for reimbursement.

3. Leave Entitlements

The various leave entitlements are detailed in the Leave Annexure

4. Terms of Employment**4.1 Conditions precedent /Joining formalities:**

Your appointment and subsequent joining is subject to the following:

- 4.1.1 Your submission of self-declaration of medical fitness in the prescribed format provided on our onboarding portal.

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4.1.2 The Bank receiving satisfactory Background Verification report. For this purpose, you will be contacted by an authorized agency empanelled by the Bank.

4.1.3 The below mentioned documents to be submitted by you at the time of your joining –

- a. Joining booklet (duly filled)
- b. Self-attested copies of all your degrees and professional qualifications certificates and documentary evidence of scholarships or prizes won, if any.
- c. Proof of date of birth
- d. Copy of Pan Card
- e. Copy of Address Proof
- f. One recent passport size color photograph
- g. Copy of acceptance of resignation letter and relieving letter from your previous employer.

Additionally, the Bank reserves the right to seek references from your current / previous employer (s), at any stage, subsequent to your acceptance of this letter of appointment.

4.1.4 It is brought to your notice that you need to complete your conditions precedent and / or joining formalities within 2 months from the date of joining, failing which your salary after 2nd month shall not be released till the completion of joining formalities and the said salary shall be kept in the Bank's Sundry Account.

4.2 Probation Period:

4.2.1 You will be on probation for a period of 6 (six) months from the date of your joining. This period may be extended upto a maximum of 6 months in two tranches of 3 months each, if further assessment and observations are considered necessary on the sole discretion of the Management. Thereafter, on failure to be confirmed in the service of the Bank, your employment shall be terminated on account of non-confirmation of service.

4.2.2 On satisfactory completion of probation / extended probation period you will be confirmed in the services of the Bank.

4.2.3 Your probation can be extended not only by virtue of your non satisfactory performance but also by virtue of your non completion of the formalities, which have to be fulfilled by you.

4.2.4 Notwithstanding what is stated above, the bank reserves the right to confirm you in the services of the bank even during the extended period, provided, the extension of probation was solely due to non-completion of the joining formalities and such formalities are completed within the said period.

4.3 Transfer:

4.3.1 Your services are liable to be transferred to any of the offices of the Bank within India and / or abroad at the sole discretion of the Bank and the Bank reserve the right to depute / transfer you at any time during your service in the Bank, to any of its subsidiaries or associates without any prior consent from you.

4.3.2 Notwithstanding the role assigned to you in terms of this letter, the Bank reserves the right to assign you any other role/function commensurate with your grade as may be deemed appropriate, depending on administrative exigencies and requirements.

4.3.3 Your services can be requisitioned by the Bank at any time outside the business / working hours.

4.4 Resignation / Termination / Retirement:

4.4.1 Separation during probation:

a. On account of Resignation : During the period of probation, you may resign from the Bank's service, subject to acceptance of your resignation by the Competent Authority, for which you will be required to mandatorily serve a notice period of 30 days. You will not be permitted to adjust any accumulated leave at your credit including accruals against the notice period. However, waiver of the notice period (if any), will be at the discretion of the Competent Authority. In such an event, the basic salary equivalent of the notice period shortfall (if any), after adjusting with privilege leave / surplus privilege leave (if available), will be recovered from employee.

b. On account of Termination: During the probation period, this contract of employment is terminable by the Bank by way of giving notice of 15 days' or on payment of salary in lieu thereof without assigning any reasons therefor.

4.4.2 Separation after Confirmation:

a. On account of Resignation: After confirmation, you may resign from the Bank's service, subject to acceptance of your resignation by the Competent Authority, for which you will be required to mandatorily serve a notice period of 90 days. You will not be permitted to adjust any accumulated leave at your credit including accruals against the notice period. However, waiver of the notice period (if any), will be at the discretion of the Competent Authority. In such an event, the basic salary equivalent of the notice period shortfall (if any), after adjusting with privilege leave / surplus privilege leave (if available), will be recovered from employee.

b. On account of Termination: Notwithstanding what is provided in the Staff Rules and the above paragraphs, your services, after confirmation, may be terminated by the Bank by giving 30 days' notice or payment of 30 days' salary in lieu thereof without assigning any reasons therefor.

4.4.3 Separation arrangement:

a. Written resignation should be submitted to your immediate supervisor, and also initiated on HRMS. Upon receipt of your resignation, the acceptance of the same shall be at Bank's discretion.

b. Upon acceptance of your resignation and before your proposed relieving date, you will have to return all Bank's property / assets entrusted to you and in your possession, to the Bank. Before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects etc. should be returned and you shall not make or retain any copies of these items.

c. On separation, you will have to submit your claim for settlement of Provident Fund in the prescribed form. If no claim is received within 6 months of separation, the Bank will close your Provident Fund account and credit proceeds to your SB account with us or send you the proceeds by Demand Draft.

4.4.4 Retirement:

The retirement age in the Bank is fixed as 60 years. You will accordingly stand relieved from the services of the Bank on the last day of the month of your attaining this age based on the Age Certificate furnished by you at the time of joining.

4.5 Other Terms**4.5.1 Code of Conduct & Ethics:**

a. As an employee of the Bank, you will be guided by the Code of Conduct & Ethics and rules and regulations of the Bank in force and as amended from time to time.

b. If any declaration, statement or information including your qualification, experience and/or any other details, as given by you at any time, is found to be false or untrue, if any material information is suppressed or if it comes to the notice of the Bank that you had been, prior to joining the Bank's services, convicted of any act involving moral turpitude and/or criminal in nature, your services will be liable to be terminated forthwith without any notice or compensation in lieu thereof at any time during or even after completion of the probation period. However, this does not preclude the Bank from initiating such disciplinary measures, as the Bank shall deem fit and any penalty may be imposed upon you in terms of the Staff Rules of the Bank in force.

4.5.1 The Bank reserves the right to vary the terms and conditions of service governing your appointment as contained in this letter including your duties and responsibilities at any time.

4.6 Whole-time / Alternative Employment:

4.6.1 Your position is a whole time employment with the Bank and you shall not take any other work for remuneration (part-time or otherwise) or work in advisory capacity or be interested directly or indirectly except as shareholder or debenture holder in other trade or business during the employment with the Bank. You shall not be involved directly or indirectly with any business / trade / occupation / service / calling or perform any part-time or other work for remuneration or otherwise without obtaining prior written permission from Axis Bank.

4.6.2 During the employment in the services of the Bank, you shall not hold any other position in any organization nor shall you get employed directly or indirectly in any manner whatsoever nor shall act as an advisor to any organization, the exception being social organizations like clubs, NGOs etc. having no political affiliation. However the Bank reserves the right to direct you to step down if, in the opinion of the Bank, such engagement interferes with your duties.

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4.7 Fidelity & Secrecy:

You shall not at any time during your employment and/or after the termination of your employment in any manner whatsoever divulge any confidential information relating to the Bank, any of its constituents or its employees without the prior written consent from the Management. In such an event, the Bank reserves the right to proceed against you.

Notwithstanding anything contained in the above paragraphs, your services may be terminated by the Bank if you are found to be indulging in the acts of Commission / Omission which may be prejudicial to the interests of the Bank or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.

The terms and conditions set out in this letter of appointment inter alia constitute service conditions applicable to your employment in the Bank. Any dispute arising thereof are subject to Mumbai jurisdiction only and the Mumbai Courts will have exclusive jurisdiction.

The above terms and conditions are to be read in conjunction with the Staff Rules accessible through the Bank's intranet. These shall be made available to you, post joining.

Kindly note that you are required to convey your acceptance within 15 days from the date of this letter. You are requested to sign the copy of this letter as a token of acceptance of the above terms and return it to us immediately. This Letter of Appointment will be valid only for fifteen days from the date of this letter.

For any further information / clarifications please feel free to contact:-

Priyanka Shridharan

priyanka.shridharan@axisbank.com

We at Axis Bank wish you success and look forward to your having a long and rewarding career with us!

Yours faithfully,

Human Resources

Digitally signed by DS AXIS BANK LTD 2
Date: 2019.06.25 11:21:43 +05:30
Reason: LOI
Location: mumbai

Encl: - a/a

AXISB/HR/REC/Co/NA /20031
25-Jun-2019

Vishal Mishra
,Mumbai,Maharashtra400079

Dear Vishal Mishra,

LETTER OF APPOINTMENT

We are delighted to welcome you to Axis Bank for an exciting career of learning, development and value driven performance linked growth. Subsequent to the selection process, we take pleasure in offering you the position of **Assistant Manager in Information Technology**. The said appointment shall be governed by the under mentioned terms and conditions apart from other Service Rules and conditions that are applicable or may become applicable from time to time.

1. Remuneration & Benefits

1.1 Remuneration:

Basic Salary	Rs.	7,500.00p.m.
Basket of Allowance	Rs.	14,169.00p.m.
Provident Fund	Rs.	900.00p.m.
Gratuity	Rs.	361.00p.m.
Fixed Cash + Retirals	Rs.	22,930.00p.m.
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Total Fixed Cash + Retirals	Rs.	25,555.00p.m.

Upon your transfer/ deputation to any other location, the Remuneration as mentioned above is subject to change basis the place of posting.

1.2 Retirals:

1.2.1 Contributory Provident Fund:

You will be covered under the Provident Fund Trust. You will be required to contribute to the Provident Fund of the Bank in accordance with the regulations in force. At present this is 12% of the basic salary. In addition, the Bank will contribute 12% of your basic salary to this fund.

1.2.2 Voluntary Provident Fund (VPF):

The Bank also has a voluntary provident fund scheme wherein you will be allowed to opt for a percentage of your Basic Pay, up to a maximum of 23% as Voluntary Contribution to Provident Fund (VPF). The window for opting for VPF will be open on the Bank's HRMS for two months from your date of joining. Employees opting for VPF will be allowed to discontinue their contribution during the year, but they will not be permitted to re-start the contribution during the year.

The contribution under this scheme will be in addition to the statutory Provident Fund contribution of 12% deducted from salary, and there will be no matching contribution from the Bank towards VPF.

1.2.3 Gratuity:

You will be paid gratuity as per the provisions of The Payment of Gratuity Act i.e. after rendering five years of continuous service in the Bank. As per the extant rules, the gratuity amount will be calculated @ 15 days on last drawn basic salary for each completed year of service, subject to a maximum amount of Rs. 20 lacs.

1.3 Other Benefits:

1.3.1 Loan concession:

You will be entitled to staff loans at concessional rates of interest after your confirmation in the Bank as per details provided in the CTC Annexure. At the time of your joining, the Bank may, at its discretion, take over certain staff loans with your existing employers. Post confirmation of your service in Axis Bank, outstanding specific loans may be taken over at the Bank's discretion and subject to eligibility criteria laid down.

1.3.2 Group Medclaim (Floater) Policy:

On joining the services of the Bank, subject to completion of all formalities in connection with your appointment and fulfillment of the requirements of the Insurance Company, you will be covered under the Bank's Group Medclaim (Floater) Policy in respect of yourself and a maximum of 3 of your dependents (relations comprising of Spouse and Children upto 25 years of age). Further, you have an option to enrol additional dependents under Parents and / or Parent-in-Laws policy by paying applicable premium in addition to the above 3 dependents. Additionally an option of Top Up policy is also available by paying the premium. The coverage limit under the existing policy applicable to your grade is detailed in the CTC Annexure. For more details related to terms of inclusion, eligibility etc. you may refer to the Bank's Myconnect Portal upon your joining. The terms & conditions of the medclaim policy is valid only till expiry of the insurance policy and are subject to amendments upon renewal.

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You will be covered under the Bank's Group Term Life Insurance Policy for a limit as applicable to your grade and is detailed in the CTC Annexure. The requisite premium for the coverage will be deducted from your first salary. The policy provides for the payment of the sum insured to the nominee / legal heirs in the event of the death (accidental / natural) of an employee.

1.3.4 Variable Pay / Incentive Plan:

Annual performance linked variable pay / incentive, as may be applicable, will be paid as per the Company's policy, based on your performance and subject to your being a confirmed employee.

Your detailed compensation and benefit structure is given in the enclosed CTC Annexure. The said remuneration and benefits will be taxable as per prevalent Income Tax Laws.

2. Reimbursement of Notice Period Pay

The Bank at its discretion may reimburse any shortfall in notice period pay to your current employer subject to prior approval from the Competent Authority. In such case, the following terms and conditions shall apply:-

- 2.1 You will serve the Bank for a minimum period of three years, from the date of your joining the Bank's services, failing which amount so reimbursed shall be recovered from you along with interest at the Bank Base Rate Prevailing on your last working day.
- 2.2 The Notice period pay reimbursement shall be taxable and will be added to your Annual Taxable Income for the relevant Financial Year. Thus, the reimbursement shall be net of tax of the total amount paid by you to your employer.
- 2.3 For reimbursement of shortfall in notice period pay, you are requested to advise the amount, which you need to pay to your present employer, to your Recruitment Manager before your resignation with your present employer to enable him / her to take prior approval from the Competent Authority. Thereafter, upon your joining the Bank, recruitment manager shall advise you to submit a certificate / letter from your present employer stating the number of days of shortfall in notice period and the amount recovered from you, basis which we shall process your request for reimbursement.

3. Leave Entitlements

The various leave entitlements are detailed in the Leave Annexure

4. Terms of Employment**4.1 Conditions precedent /Joining formalities:**

Your appointment and subsequent joining is subject to the following:

- 4.1.1 Your submission of self-declaration of medical fitness in the prescribed format provided on our onboarding portal.

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4.1.2 The Bank receiving satisfactory Background Verification report. For this purpose, you will be contacted by an authorized agency empanelled by the Bank.

4.1.3 The below mentioned documents to be submitted by you at the time of your joining –

- a. Joining booklet (duly filled)
- b. Self-attested copies of all your degrees and professional qualifications certificates and documentary evidence of scholarships or prizes won, if any.
- c. Proof of date of birth
- d. Copy of Pan Card
- e. Copy of Address Proof
- f. One recent passport size color photograph
- g. Copy of acceptance of resignation letter and relieving letter from your previous employer.

Additionally, the Bank reserves the right to seek references from your current / previous employer (s), at any stage, subsequent to your acceptance of this letter of appointment.

4.1.4 It is brought to your notice that you need to complete your conditions precedent and / or joining formalities within 2 months from the date of joining, failing which your salary after 2nd month shall not be released till the completion of joining formalities and the said salary shall be kept in the Bank's Sundry Account.

4.2 Probation Period:

4.2.1 You will be on probation for a period of 6 (six) months from the date of your joining. This period may be extended upto a maximum of 6 months in two tranches of 3 months each, if further assessment and observations are considered necessary on the sole discretion of the Management. Thereafter, on failure to be confirmed in the service of the Bank, your employment shall be terminated on account of non-confirmation of service.

4.2.2 On satisfactory completion of probation / extended probation period you will be confirmed in the services of the Bank.

4.2.3 Your probation can be extended not only by virtue of your non satisfactory performance but also by virtue of your non completion of the formalities, which have to be fulfilled by you.

4.2.4 Notwithstanding what is stated above, the bank reserves the right to confirm you in the services of the bank even during the extended period, provided, the extension of probation was solely due to non-completion of the joining formalities and such formalities are completed within the said period.

4.3 Transfer:

4.3.1 Your services are liable to be transferred to any of the offices of the Bank within India and / or abroad at the sole discretion of the Bank and the Bank reserve the right to depute / transfer you at any time during your service in the Bank, to any of its subsidiaries or associates without any prior consent from you.

4.3.2 Notwithstanding the role assigned to you in terms of this letter, the Bank reserves the right to assign you any other role/function commensurate with your grade as may be deemed appropriate, depending on administrative exigencies and requirements.

4.3.3 Your services can be requisitioned by the Bank at any time outside the business / working hours.

4.4 Resignation / Termination / Retirement:

4.4.1 Separation during probation:

a. On account of Resignation : During the period of probation, you may resign from the Bank's service, subject to acceptance of your resignation by the Competent Authority, for which you will be required to mandatorily serve a notice period of 30 days. You will not be permitted to adjust any accumulated leave at your credit including accruals against the notice period. However, waiver of the notice period (if any), will be at the discretion of the Competent Authority. In such an event, the basic salary equivalent of the notice period shortfall (if any), after adjusting with privilege leave / surplus privilege leave (if available), will be recovered from employee.

b. On account of Termination: During the probation period, this contract of employment is terminable by the Bank by way of giving notice of 15 days' or on payment of salary in lieu thereof without assigning any reasons therefor.

4.4.2 Separation after Confirmation:

a. On account of Resignation: After confirmation, you may resign from the Bank's service, subject to acceptance of your resignation by the Competent Authority, for which you will be required to mandatorily serve a notice period of 90 days. You will not be permitted to adjust any accumulated leave at your credit including accruals against the notice period. However, waiver of the notice period (if any), will be at the discretion of the Competent Authority. In such an event, the basic salary equivalent of the notice period shortfall (if any), after adjusting with privilege leave / surplus privilege leave (if available), will be recovered from employee.

b. On account of Termination: Notwithstanding what is provided in the Staff Rules and the above paragraphs, your services, after confirmation, may be terminated by the Bank by giving 30 days' notice or payment of 30 days' salary in lieu thereof without assigning any reasons therefor.

4.4.3 Separation arrangement:

a. Written resignation should be submitted to your immediate supervisor, and also initiated on HRMS. Upon receipt of your resignation, the acceptance of the same shall be at Bank's discretion.

b. Upon acceptance of your resignation and before your proposed relieving date, you will have to return all Bank's property / assets entrusted to you and in your possession, to the Bank. Before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects etc. should be returned and you shall not make or retain any copies of these items.

c. On separation, you will have to submit your claim for settlement of Provident Fund in the prescribed form. If no claim is received within 6 months of separation, the Bank will close your Provident Fund account and credit proceeds to your SB account with us or send you the proceeds by Demand Draft.

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The retirement age in the Bank is fixed as 60 years. You will accordingly stand relieved from the services of the Bank on the last day of the month of your attaining this age based on the Age Certificate furnished by you at the time of joining.

4.5 Other Terms**4.5.1 Code of Conduct & Ethics:**

a. As an employee of the Bank, you will be guided by the Code of Conduct & Ethics and rules and regulations of the Bank in force and as amended from time to time.

b. If any declaration, statement or information including your qualification, experience and/or any other details, as given by you at any time, is found to be false or untrue, if any material information is suppressed or if it comes to the notice of the Bank that you had been, prior to joining the Bank's services, convicted of any act involving moral turpitude and/or criminal in nature, your services will be liable to be terminated forthwith without any notice or compensation in lieu thereof at any time during or even after completion of the probation period. However, this does not preclude the Bank from initiating such disciplinary measures, as the Bank shall deem fit and any penalty may be imposed upon you in terms of the Staff Rules of the Bank in force.

4.5.1 The Bank reserves the right to vary the terms and conditions of service governing your appointment as contained in this letter including your duties and responsibilities at any time.

4.6 Whole-time / Alternative Employment:

4.6.1 Your position is a whole time employment with the Bank and you shall not take any other work for remuneration (part-time or otherwise) or work in advisory capacity or be interested directly or indirectly except as shareholder or debenture holder in other trade or business during the employment with the Bank. You shall not be involved directly or indirectly with any business / trade / occupation / service / calling or perform any part-time or other work for remuneration or otherwise without obtaining prior written permission from Axis Bank.

4.6.2 During the employment in the services of the Bank, you shall not hold any other position in any organization nor shall you get employed directly or indirectly in any manner whatsoever nor shall act as an advisor to any organization, the exception being social organizations like clubs, NGOs etc. having no political affiliation. However the Bank reserves the right to direct you to step down if, in the opinion of the Bank, such engagement interferes with your duties.

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For any further information / clarifications please feel free to contact:-

Priyanka Shridharan

priyanka.shridharan@axisbank.com

We at Axis Bank wish you success and look forward to your having a long and rewarding career with us!

Yours faithfully,

Human Resources

Digitally signed by DS AXIS BANK LTD 2
Date: 2019.06.25 11:23:53 +05:30
Reason: LOI
Location: mumbai

Encl: - a/a

ACCENTURE SELECTION RESULTS FOR FR. CONCEICAO RODRIGUES COLLEGE OF ENGINEERING (2018 - 2019)

Name	USN	Branch	Accept / Decline
Blossom Francis Carvalho	8095	Computer Engineering	Accept
Ashley Felix Tuscano	7674	Computer Science	Accept
Siyana Ebat Murzello	8100	Computer Science	Accept
Mark Anthony Duarte	8096	Computer Science	Accept
Siddharth Ananth Prasad Rao	7665	Computer Science	Accept
Kevin Sunny Parasseril	7659	Computer Science	Accept
Ryan George Fernandes	8097	Computer Science	Accept
Nikita Vithal Jagdale	7640	Computer Science	Accept
Akhil Ashok Shetty	7671	Computer Science	Accept
Scarlet Pascol Lopes	7649	Computer Science	Accept
Mrunal Vijay Kapure	7643	Computer Science	Accept
Jitesh Balkrishna Patil	8102	Computer Science	Accept
Nikhil Prashant Patil	7660	Computer Science	Accept
Aditya Pravin Chachad	8066	Electronics	Accept
Sakshi Sadanand Bhosle	7562	Electronics	Accept
Mikhail Pravin Pinto	7594	Electronics	Accept
Omkar Kirtinandan Joshi	8073	Electronics	Accept
Pooja Bhalchandra Vichare	7608	Electronics	Accept
Aditya Vijay Kelkar	7579	Electronics	Accept
Swapnaja Manoj Limkar	7583	Electronics	Accept
Shivam Sunil Yadav	7612	Electronics	Accept
Tanvi Suhas Ranim	8089	Electronics	Accept
Robin Rakesh Johri	7701	Information Technology (IT)	Accept
Devshree Prashant Shinde	7602	Information Technology (IT)	Accept
Damian David Fargose	7692	Information Technology (IT)	Accept
Suzanne Elias Tuscano	7737	Information Technology (IT)	Accept
Alisha Roby Gonsalves	7696	Information Technology (IT)	Accept
Navil Simon Rodrigues	8115	Information Technology (IT)	Accept
Amit Punamchand Kawad	7702	Information Technology (IT)	Accept
Mayur Vijay Hande	8113	Information Technology (IT)	Accept
Joshiba Paulraj Nadar	7708	Information Technology (IT)	Accept
Princess Dinesh Singh	8116	Information Technology (IT)	Accept

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

To,

Mikhail Pravin Pinto

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

Dear Mikhail Pravin Pinto,

This confirms you having 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** - Currently we are verifying the documents submitted by you during the Accenture recruitment process and we shall inform you on the next steps soon. The offer release is contingent upon successful verification of your documents as 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.
- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
 - The training module of this program is typically made available to potential new joiners at least three months before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
- Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
- Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
- On successful clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
- In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
- To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- Before each reattempt, reasonable guidance and appropriate training will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

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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 Rs.3,14,225; 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 annual target variable pay-out is estimated as Rs.26,709. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of Rs.25,000; payable upon joining the organization and an Additional Bonus of Rs.25,000; payable in the subsequent compensation revision cycle. Joining Bonus & Additional Bonus will be paid in accordance with the company policy and as detailed in the Offer Letter.
- Gross annual total compensation for Financial Year will be Rs.3,75,000.

Please note, the above is informative and not exhaustive, specific details will be in the offer letter.

Yours sincerely,



Mohan Sekhar

Senior Managing Director

Lead, Advanced Technology Centers in India

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Strictly Private and Confidential

09-Apr-2019

Mikhail Pravin Pinto

**201 Trimurti Darshan Bldg No 2 Opposite Shani Mandir Near Parnaka Remedy Road Vasai West
9920973822**

Dear Mikhail,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter "program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Version 10.0 (Feb 2019)

1

Candidate's Signature _____

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on the pre onboarding online learning program that will be provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help and guidance will be provided to you to clear the assessment.
- Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

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

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

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

After accepting this Offer, we encourage you visit Countdown to the Company-
<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>.

This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to campus.queries@accenture.com.

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

Yours sincerely,

ACKNOWLEDGED AND AGREED:



Mohan Sekhar

Senior Managing Director

Lead, Advanced Technology Centers, India

[Insert full legal name]

ANNEXURE - I

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	314,225
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	26,709
Maximum Annual Total earning potential (A+B)	340,934
(C) Joining Bonus	
Joining Bonus (Refer to section C)	25,000
(D) Additional Benefits	
Gratuity as per law[#]	5,290
Insurance Premium (notional value)	3,776
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	375,000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 314,225. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

• As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 26,709. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on but not limited to your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

(C) Joining and Additional Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

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

- **Additional Bonus- Of INR 25,000** payable in the subsequent compensation revision cycle subject to, you complete 1 year of service with the company and payable as per company process, provided you are in the employment of the company at the time of pay-out and have not been subjected to any disciplinary proceedings/non-performance related issue. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of pay-out, then this whole amount shall be recovered from you.

Note: For International Worker Only*

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

*As defined by applicable law from time to time.

- If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your career level as per company payroll cycle.

Benefits applicable for current Company financial year:

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

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

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

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

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

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

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

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

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

ANNEXURE - II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card (Mandatory)
6. Copy of Aadhaar Card or copy of receipt of Aadhaar enrollment number- this is needed to comply with the requirement of the regulatory authorities like - EPFO etc and Accenture does not require this as a photo identity proof.

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To,

Omkar Kirtinandan Joshi

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

Dear Omkar Kirtinandan Joshi,

This confirms you having 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** - Currently we are verifying the documents submitted by you during the Accenture recruitment process and we shall inform you on the next steps soon. The offer release is contingent upon successful verification of your documents as 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.
- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter "program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
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- Before each reattempt, reasonable guidance and appropriate training will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

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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 Rs.3,14,225; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
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- Gross annual total compensation for Financial Year will be Rs.3,75,000.

Please note, the above is informative and not exhaustive, specific details will be in the offer letter.

Yours sincerely,



Mohan Sekhar

Senior Managing Director

Lead, Advanced Technology Centers in India

**BE YOURSELF,
MAKE A DIFFERENCE.**

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To,

Pooja Bhalchandra Vichare

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

Dear Pooja Bhalchandra Vichare,

This confirms you having 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.

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Yours sincerely,



Mohan Sekhar

Senior Managing Director

Lead, Advanced Technology Centers in India

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To,

Shivam Sunil Yadav

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

Dear Shivam Sunil Yadav,

This confirms you having 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.

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Yours sincerely,



Mohan Sekhar

Senior Managing Director

Lead, Advanced Technology Centers in India

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To,

Tanvi Suhas Ranim

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

Dear Tanvi Suhas Ranim,

This confirms you having 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.

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- Under the program, the nine learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
- Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
- On successful clearance of the Technology fundamental assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.
- In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
- To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- Before each reattempt, reasonable guidance and appropriate training will be provided to new joiners to help them appear in the reassessment

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

Should you want to stay connected with Accenture, we have designed the Accenture Campus Circle, a mobile app exclusively for you. The easy-to-use app will give you the inside scoop of our work, culture and everything you need to know about Accenture. With this app, you can access the latest at Accenture anytime, anywhere. Please note, that unless a formal employment offer is provided to you specifically determining the terms of employment with Accenture, nothing contained in this communication or any identified processes for the purpose of your participation shall be considered as an offer for employment by Accenture notwithstanding any contents or communications mentioned in any emails, process documents or links.

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 Rs.3,14,225; 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 annual target variable pay-out is estimated as Rs.26,709. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of Rs.25,000; payable upon joining the organization and an Additional Bonus of Rs.25,000; payable in the subsequent compensation revision cycle. Joining Bonus & Additional Bonus will be paid in accordance with the company policy and as detailed in the Offer Letter.
- Gross annual total compensation for Financial Year will be Rs.3,75,000.

Please note, the above is informative and not exhaustive, specific details will be in the offer letter.

Yours sincerely,



Mohan Sekhar

Senior Managing Director

Lead, Advanced Technology Centers in India



Strictly Private and Confidential

16-Apr-2019

Mark Anthony Peter Duarte

2nd Floor, Room No. 27, Moosa Mansion, Tank Pakhadi Road, Byculla (West), Mumbai - 400011

9930613746

Dear Mark Anthony,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter "program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Version 10.0 (Feb 2019)

1

Candidate's Signature _____

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

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24-Apr-2019

Akhil Ashok Shetty

**301, Velho Haven , I.C. Colony Road, Opp.Priya Bunglow, I.C. Colony, Borivali West
9920320499**

Dear Akhil,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter "program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Version 10.0 (Feb 2019)

1

Candidate's Signature _____

Reference Id: 03611094-cd34-4e27-8681-05ada31ac488_1
Signed By: Mohan Sekhar

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09-Apr-2019

**Blossom Francis Carvalho
Blossom,Bhuigaon , Maria-Nagar, Vasal(w)
8806016189**

Dear Blossom,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter "program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Version 10.0 (Feb 2019)

1

Candidate's Signature _____

Reference Id: 6e80eb1d-1a4a-4f7a-be13-3e45b785345c_1
Signed By: Mohan Sekhar



Strictly Private and Confidential

01-Apr-2019

Siyana Ebat Murzello
kolhapurwadi near Blessed Sacrament Ashram, Agashi, Virar[w] .
8806338346

Dear Siyana,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Version 10.0 (Feb 2019)

1

Candidate's Signature _____

Reference Id: 64309159-433e-419d-9aa7-0badde3ae517_1
Signed By: Mohan Sekhar

**BE YOURSELF,
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accenture

Strictly Private and Confidential

27-Mar-2019

Jitesh Balkrishna Patil

**room no 18, Jiwdani chawl , Gauralpada , Gokhivare , Vasai , Palghar
8975646506**

Dear Jitesh,

We are pleased to extend an Offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Centers, India as per the below terms and conditions:

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 60% and above or equivalent CGPA, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter "program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Version 10.0 (Feb 2019)

1

Candidate's Signature _____



Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>

Fwd: Greetings from Reliance Retail

3 messages

TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in>

14 January 2019 at 10:52

To: Aasawari Namjoshi <aasawarinamjoshi14@gmail.com>, joel reuben <joel.reujoe@gmail.com>, Navil Rodrigues <rodriguesnavil@gmail.com>, Priyank Shah <priyank.shah998@gmail.com>, Bhanu Nadar <bhanu.nadar@gmail.com>, Edwin Clement <Edwinclement08@gmail.com>, niket athani <niketnariathani@gmail.com>, Nishant Seth <nishantseth41@gmail.com>, Rathil Vasani <rathilvasani@gmail.com>, rohitm13797@gmail.com, Omkar Joshi <omkarjoshi@gmail.com>, Tanvi Ranim <tanvi2881998@gmail.com>
Bcc: jayen.Modi@fragnel.edu.in

Company Reliance Retail
CTC: 3.5 LPA
Eligibility: CS IT Elex 60% throughout
JD: Attached.

Open for unlaced only

List of interested and eligible must reach before 10:00 AM 15 Jan, 2019 in the attached excel sheet format.

Mahesh Sharma
Fr. Agnel's C.Rodrigues College of Engineering,
Fr. Agnel Ashram, Bandstand, Bandra(W),
Mumbai -400050
L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in



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

Dear Mr. Sharma,

It was a pleasure talking to you. Thank you for the confirmation for the process on 25th January at your campus.

The eligible profiles looked at, are candidates with specialization in:

- Computer Science
- IT
- Electronics & Telecommunication

Eligibility Criteria

- Candidates with minimum 60% marks in Secondary School Certificate & Higher Secondary

School Certificate.

- Candidates with average 60% and above or with equivalent CGPA in graduation.
- Candidate should have completed 10th, 12th & B.E./B.Tech. in first attempt with no backlog.

Hiring Process

- Pre-placement talk
- R-PAT (Online assessment)
- Technical Interview/Test
- HR Interview

The CTC offered is 3.5 lacs per annum. Enclosed are the JDs for your reference.

I will keep you posted on the time and logistical requirements by this week.

Regards,

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

Virus Warning: Although the company has taken reasonable precautions to ensure no viruses are present in this email. The company cannot accept responsibility for any loss or damage arising from the use of this email or attachment."

 **Reliance Retail _ JD _ Retail IT.docx**
16K

TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in> 21 January 2019 at 14:11
To: Aasawari Namjoshi <aasawarinamjoshi14@gmail.com>, Gunjan Munde <mundegunjan96@gmail.com>, joel reuben <joel.reujoe@gmail.com>, Navil Rodrigues <rodriguesnavil@gmail.com>, Priyank Shah <priyank.shah998@gmail.com>, Bhanu Nadar <bhanu.nadar@gmail.com>, Edwin Clement <Edwinclement08@gmail.com>, niket athani <niketnariathani@gmail.com>, Nishant Seth <nishantseth41@gmail.com>, Rathil Vasani <rathilvasani@gmail.com>, rohitm13797@gmail.com, Omkar Joshi <omkarjoshi@gmail.com>, Tanvi Ranim <tanvi2881998@gmail.com>
Bcc: jayen.Modi@fragnel.edu.in

Schedule for Reliance Retail Hiring:

Date of Drive: 25 Jan, 2019

Reporting Time: 9:00 AM.

Venue: Samvaad - 9 Floor.

Dress code: Formals only.

No late reporting.

Process : Refer rest of the mail.

List of students is attached.

All should complete registration for online test as per the instructions given in the rest of the mail before 10:00 PM Today.

Mahesh Sharma
Fr. Agnel's C.Rodrigues College of Engineering,
Fr. Agnel Ashram, Bandstand, Bandra(W),
Mumbai -400050
L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in



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

Dear Mahesh,

Thank you for your mail.

Mentioned below are the details and also arrangements that need to be made for the process.

Date: 25th Jan

Room Requirement

1. **Auditorium:** As per the no. of candidates (For pre placement talk)
2. **RPAT (Online test):** Computer labs with open and good internet connection for all candidates

For the online test, a registration needs to be done prior. For registration, follow the steps mentioned :

Step 1: Visit <https://relianceretail.com/>

Step 2: Go to the Careers tab and click on Apply Now

Step 3: Click on Register Now and feed in details (in all tabs). Keep the **User ID** and **Password** handy for the RPAT on the day of the selection process

* **Please inform all the candidates to register latest by tomorrow.** Share the registration numbers with me once generated.

Personal Interview: 2 rooms

25 Jan		
S. No	Activity	Time
1	Pre-Placement talk	9:30 – 10:00 am
2	RPAT	10:00 am – 12:00 pm
3	Announcement of list of students for Personal Interview	12:15 – 12:30 pm
4	Personal Interview	1:30 – 5:30 pm

Let me know if you have any queries.

Regards, Lisa

Greetings from Fr. Agnel's C.R. College of Engineering, Bandra.

Dear Madam,

At the outset, regrets for the delayed sending the list of students.

I am attaching the list of students with this mail.

Pl. let us know how to proceed further.

Thanking you

with regards

mahesh

Mahesh Sharma

Fr. Agnel's C.Rodrigues College of Engineering,
Fr. Agnel Ashram, Bandstand, Bandra(W),
Mumbai -400050

L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in



Dear Mr. Sharma,

It was a pleasure talking to you. Thank you for the confirmation for the process on 25th January at your campus.

The eligible profiles looked at, are candidates with specialization in:

- Computer Science
- IT
- Electronics & Telecommunication

Eligibility Criteria

- Candidates with minimum 60% marks in Secondary School Certificate & Higher Secondary School Certificate.
- Candidates with average 60% and above or with equivalent CGPA in graduation.
- Candidate should have completed 10th, 12th & B.E./B.Tech. in first attempt with no backlog.

Hiring Process

- Pre-placement talk
- R-PAT (Online assessment)
- Technical Interview/Test
- HR Interview

The CTC offered is 3.5 lacs per annum. Enclosed are the JDs for your reference.

I will keep you posted on the time and logistical requirements by this week.

Regards,



RelianceRetail Final List.xlsx

24K

TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in>

31 January 2019 at 19:00

To: Aasawari Namjoshi <aasawarinamjoshi14@gmail.com>, Gunjan Munde <mundegunjan96@gmail.com>, joel reuben <joel.reujoe@gmail.com>, Navil Rodrigues <rodriguesnavil@gmail.com>, Priyank Shah <priyank.shah998@gmail.com>, Bhanu Nadar <bhanu.nadar@gmail.com>, Edwin Clement <Edwinclement08@gmail.com>, niket athani <niketnariathani@gmail.com>, Nishant Seth <nishantseth41@gmail.com>, Rathil Vasani <rathilvasani@gmail.com>, rohitm13797@gmail.com, Omkar Joshi <omkarjoshi@gmail.com>, Tanvi Ranim <tanvi2881998@gmail.com>
Bcc: jayen.Modi@fragnel.edu.in

Rest of the mail is Reliance retail selection Process final result.
Congratulations to selected students.

Mahesh Sharma

Fr. Agnel's C.Rodrigues College of Engineering,
Fr. Agnel Ashram, Bandstand, Bandra(W),
Mumbai -400050
L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in



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

Dear Mahesh,

Trust you are doing well. Thank you for all the support extended during the campus process.

The selected students are:

- Singh Pratik Pawankumar
- Aasawari Prashant Namjoshi

Congratulations to you and the students.

Regards,

Ref: HR/JUN/19/A3/56841541/60015156/1000795912

Date: 27 June, 2019

Pratik Singh
Maruti Enclave, Plot no 48, Sec 10, Kamolthe
Near Aishwarya hotel
Navi Mumbai 410209
Maharashtra, India

Dear Mr. Pratik

This is with reference to your application and subsequent interview you had with us.

We are pleased to offer you employment as **Graduate Engineer Trainee in Senior Executive - A3 grade** in our business on the following terms and conditions.

1. PLACE OF POSTING:

Your initial posting will be at Navi Mumbai, Maharashtra.

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

This offer is subject to your joining us on or before 15 July, 2019 and successful clearance of the Pre-Employment Medical Examination.

2. COMPENSATION:

Your compensation on a Cost to Company (CTC) basis will be **Rs. 3,50,000/- (Rupees Three Lac(s) Fifty Thousand Only) per annum** and will be payable as under. Please refer to Annexure 1A for detailed breakup of your CTC.

i. Fixed Pay: Rs. 3,24,818/- (Rupees Three Lac(s) Twenty Four Thousand Eight Hundred Eighteen Only) per annum.

This includes Basic Pay and Choice Pay that consists of other allowances, benefits, perquisites etc. as per the compensation policy of the company.

ii. Retirals: Rs. 25,184/- (Rupees Twenty Five Thousand One Hundred Eighty Four Only) per annum.

This includes Provident Fund and Gratuity (company's contribution @ 12% of Basic Pay and 4.81% of Basic Pay, respectively).

Note: Aggregate of Fixed Pay and Retirals is Committed CTC (refer Annexure 1A).

3. GENERAL:

You may choose components of your CTC as per your requirement, being referred as Choice Pay. In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company.

The available CTC components along with limits have been detailed in Annexure 1B.

The components within each category of payment are discretionary and the Company has the right to change these components at any time without notice. Your compensation and all other payments



Ref No: EM/Off/HR/049/032019

Dated: 4th March 2019

Mr. Mohit Athani
201, Shripal Homes,
Opp Old Viva College,
Virar (West),
Mumbai

Subject: **Offer of Employment**

Dear Mohit,

In response to your application & the subsequent interview you had with us, we are now pleased to appoint you as "**Trainee Software Developer**", with eMeasurematics Pvt. Ltd, Mumbai with effect from **10th June 2019** on the terms and conditions of employment as given below:-

1. You would be required to join your duties on **10th June 2019**. On the date of joining you will have to bring along relevant certificates for our reference and records.
2. All other terms & conditions will be applicable to you as per the prevailing rules of the company on and after your joining.
3. We look forward to your joining eMeasurematics Pvt Ltd. which will be mutually rewarding and contributing to the growth and success.
4. Please note that this offer letter is subject to clearance of your Referral Check and authentication of you: Academic and Professional documents submitted by you with us. In case you do not clear the Referral Check process, the company will have the right to withdraw the offer of employment and this offer letter will be treated as null and void.

Yours Sincerely,
For eMeasurematics Pvt. Ltd,

Ankita Kabra

Ankita Kabra
Human Resource Executive



27-Apr-2019

Dear Niket Norendra Athani,
B.Tech/B.E., Computer Engineering
FR. Conceicao Rodrigues college of Engineering

Candidate ID – 13002752

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

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

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.,



Suresh Bethavandu
Global Head-Talent Acquisition

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature :

Date:

TCS NINJA SELECTED CANDIDATES FOR ACADEMIC YEAR 2018 - 2019 (2019 PASSING BATCH)

SL NO	REFERENCE ID	CANDIDATE NAME	Institute Name
1	CT20172172921	Tanvi Ranim	Fr. Conscience Rodrigues College of Engg, Bandra
2	CT20172177947	Akshaykumar Hanmandla	Fr. Conscience Rodrigues College of Engg, Bandra
3	CT20172178508	Tanvi Rasam	Fr. Conscience Rodrigues College of Engg, Bandra
4	CT20172153775	Scarlet Lopes	Fr. Conscience Rodrigues College of Engg, Bandra
5	CT20172194383	Suzanne Tuscano	Fr. Conscience Rodrigues College of Engg, Bandra
6	CT20172181668	Sreejit Manappetty	Fr. Conscience Rodrigues College of Engg, Bandra
7	CT20162016938	Shaikh	Fr. Conscience Rodrigues College of Engg, Bandra
8	CT20172173025	Aditya Desu	Fr. Conscience Rodrigues College of Engg, Bandra
9	CT20172172989	Shreya Wazir	Fr. Conscience Rodrigues College of Engg, Bandra
10	CT20172176757	Dhananjaykumar Ojha	Fr. Conscience Rodrigues College of Engg, Bandra
11	CT20182549401	Joseph Patole	Fr. Conscience Rodrigues College of Engg, Bandra
12	CT20182541983	Devshree Shinde	Fr. Conscience Rodrigues College of Engg, Bandra
13	CT20172172941	Pooja Vichare	Fr. Conscience Rodrigues College of Engg, Bandra
14	CT20172178469	Jill Goswami	Fr. Conscience Rodrigues College of Engg, Bandra
15	CT20182373392	Nicole Diana Fernandes	Fr. Conscience Rodrigues College of Engg, Bandra
16	CT20182442357	Rohit Dalvi	Fr. Conscience Rodrigues College of Engg, Bandra
17	CT20182488737	Pranav Pakhale	Fr. Conscience Rodrigues College of Engg, Bandra
18	CT20182469317	Aditya Chachad	Fr. Conscience Rodrigues College of Engg, Bandra
19	CT20182435931	Blair Fernandes	Fr. Conscience Rodrigues College of Engg, Bandra
20	CT20182463475	Pradnya Borkar	Fr. Conscience Rodrigues College of Engg, Bandra
21	CT20182436874	Aurelia Fernandes	Fr. Conscience Rodrigues College of Engg, Bandra
22	CT20182450801	Chirag	Fr. Conscience Rodrigues College of Engg, Bandra
23	DT20184397083	Ark Dave	Fr. Conscience Rodrigues College of Engg, Bandra
24	CT20182431281	Ruchir Shetye	Fr. Conscience Rodrigues College of Engg, Bandra
25	CT20182453650	Suba Mukundhan	Fr. Conscience Rodrigues College of Engg, Bandra
26	CT20182468650	Mohit Mehta	Fr. Conscience Rodrigues College of Engg, Bandra
27	CT20182467908	Ashutosh Mishra	Fr. Conscience Rodrigues College of Engg, Bandra
28	CT20172287942	Rathil Patel	Fr. Conscience Rodrigues College of Engg, Bandra
29	CT20172181389	Samson Paul	Fr. Conscience Rodrigues College of Engg, Bandra
30	CT20182439784	Madhura More	Fr. Conscience Rodrigues College of Engg, Bandra



Offer: Computer Consultancy
Ref: TCSL/CT20182469317/Mumbai
Date: 15/09/2018

Mr. Aditya Pravin Chachad
C/402, Silver Tower Thakur Complex, Kandivali East,
Opp. Terapanth Bhavan,
Mumbai-400101,
Maharashtra.
Tel# -

Dear Aditya Pravin Chachad,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/CT20182469317

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹10,200/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

Your HRA will be ₹4,080/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹6,270/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

Performance Pay will be effective upon successful completion of the Initial Learning Programme.

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL,



provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

RETIRALS

Provident Fund

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

Gratuity

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4

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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

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

2. Disclaimer

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

3. Training Period

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

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



unsatisfactory, TCSL may terminate your traineeship forthwith.

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

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

12. Terms and Conditions

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

13. TATA Code of Conduct

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

14. Notice Period

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



notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

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

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

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

18. Background Check

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

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
 - An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

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

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Aditya Pravin Chachad
Designation	Assistant System Engineer-Trainee
Institute Name	Fr. Conscience Rodrigues College Of Engg, Bandra

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

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

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	6,270	75,240
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Retainer/Consultant's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines

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

7. Restriction on Retainer/Consultant's Rights

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

8. No License

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



9. Equitable Rights

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

10. General

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

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

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

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



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

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



Offer: Computer Consultancy
Ref: TCSL/CT20172173025/Mumbai
Date: 15/09/2018

Mr. Aditya Desu
Flat No. 513, Block No. 39B.P.C.L Staff Colony,
Aziz Baug, Chembur (E),
Mumbai-400074,
Maharashtra.
Tel# 91-7977669463

Dear Aditya Desu,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/CT20172173025

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹10,200/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

Your HRA will be ₹4,080/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹6,270/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

Performance Pay will be effective upon successful completion of the Initial Learning Programme.

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL,



provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

RETIRALS

Provident Fund

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

Gratuity

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



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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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

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

2. Disclaimer

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

3. Training Period

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

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



unsatisfactory, TCSL may terminate your traineeship forthwith.

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

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

12. Terms and Conditions

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

13. TATA Code of Conduct

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

14. Notice Period

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



notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

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

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

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

18. Background Check

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

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
 - An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

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

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Aditya Desu
Designation	Assistant System Engineer-Trainee
Institute Name	Fr. Conscience Rodrigues College Of Engg, Bandra

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

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

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	6,270	75,240
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Retainer/Consultant's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines

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

7. Restriction on Retainer/Consultant's Rights

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

8. No License

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



9. Equitable Rights

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

10. General

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

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

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

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



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

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



Offer: Computer Consultancy
Ref: TCSL/CT20182450801/Mumbai
Date: 15/09/2018

Mr. Chirag Alexander
E-701 Mayfair MeridianCeaser Road,
Amboli,
Mumbai-400058,
Maharastra.
Tel# -

Dear Chirag Alexander,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

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TCSL/CT20182450801

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹10,200/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

Your HRA will be ₹4,080/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹6,270/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

Performance Pay will be effective upon successful completion of the Initial Learning Programme.

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL,



provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

RETIRALS

Provident Fund

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

Gratuity

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4

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

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



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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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

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

2. Disclaimer

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

3. Training Period

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

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



unsatisfactory, TCSL may terminate your traineeship forthwith.

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

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

12. Terms and Conditions

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

13. TATA Code of Conduct

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

14. Notice Period

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



notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

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

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

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

18. Background Check

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

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
 - An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

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

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

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23. Compliance to all clauses

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Chirag Alexander
Designation	Assistant System Engineer-Trainee
Institute Name	Fr. Conscience Rodrigues College Of Engg, Bandra

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

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

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	6,270	75,240
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Retainer/Consultant's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines

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

7. Restriction on Retainer/Consultant's Rights

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

8. No License

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



9. Equitable Rights

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

10. General

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

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

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

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



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

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



Offer: Computer Consultancy
Ref: TCSL/CT20182549401/Mumbai
Date: 15/09/2018

Mr. Joseph Arun Patole
Baba Homes, B-Wing 508, Nehru Nagar, Kurla,
Kurla (East),
Mumbai-400024,
Maharashtra.
Tel# -

Dear Joseph Arun Patole,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

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1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹10,200/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

Your HRA will be ₹4,080/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹6,270/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

Performance Pay will be effective upon successful completion of the Initial Learning Programme.

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL,



provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

RETIRALS

Provident Fund

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

Gratuity

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4

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



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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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

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

2. Disclaimer

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

3. Training Period

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

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



unsatisfactory, TCSL may terminate your traineeship forthwith.

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

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

12. Terms and Conditions

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

13. TATA Code of Conduct

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

14. Notice Period

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



notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

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

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

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

18. Background Check

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

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
 - An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

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

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

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23. Compliance to all clauses

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Joseph Arun Patole
Designation	Assistant System Engineer-Trainee
Institute Name	Fr. Conscience Rodrigues College Of Engg, Bandra

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

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

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	6,270	75,240
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Retainer/Consultant's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines

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

7. Restriction on Retainer/Consultant's Rights

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

8. No License

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



9. Equitable Rights

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

10. General

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

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

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

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



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

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



Offer: Computer Consultancy
Ref: TCSL/CT20172172941/Mumbai
Date: 15/09/2018

Ms. Pooja Bhalchandra Vichare
208, Sai Shradha Bldg.Senapati Bapat Marg,
Behind Shikshak Bhavan,
Mumbai-400013,
Maharashtra.
Tel# 91-9969684200

Dear Pooja Bhalchandra Vichare,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

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1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹10,200/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

Your HRA will be ₹4,080/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹6,270/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

Performance Pay will be effective upon successful completion of the Initial Learning Programme.

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL,



provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

RETIRALS

Provident Fund

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

Gratuity

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4

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



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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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

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

2. Disclaimer

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

3. Training Period

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

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



unsatisfactory, TCSL may terminate your traineeship forthwith.

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

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

12. Terms and Conditions

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

13. TATA Code of Conduct

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

14. Notice Period

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



notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

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

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

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

18. Background Check

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

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
 - An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

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

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

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23. Compliance to all clauses

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Pooja Bhalchandra Vichare
Designation	Assistant System Engineer-Trainee
Institute Name	Fr. Conscience Rodrigues College Of Engg, Bandra

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

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

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	6,270	75,240
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Retainer/Consultant's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines

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

7. Restriction on Retainer/Consultant's Rights

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

8. No License

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



9. Equitable Rights

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

10. General

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

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

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

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



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

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



Offer: Computer Consultancy
Ref: TCSL/CT20182442357/Mumbai
Date: 15/09/2018

Mr. Rohit Laxman Dalvi
7V.N.Marg,
Ghatkopar(East),
Mumbai-400077,
Maharashtra.
Tel# -

Dear Rohit Laxman Dalvi,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/CT20182442357

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹10,200/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

Your HRA will be ₹4,080/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹6,270/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

Performance Pay will be effective upon successful completion of the Initial Learning Programme.

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL,



provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

RETIRALS

Provident Fund

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

Gratuity

TCS Confidential

TCSL/CT20182442357

4

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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

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

2. Disclaimer

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

3. Training Period

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

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



unsatisfactory, TCSL may terminate your traineeship forthwith.

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

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

12. Terms and Conditions

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

13. TATA Code of Conduct

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

14. Notice Period

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



notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

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

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

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

18. Background Check

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

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
 - An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

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

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Rohit Laxman Dalvi
Designation	Assistant System Engineer-Trainee
Institute Name	Fr. Conscience Rodrigues College Of Engg, Bandra

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

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

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	6,270	75,240
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Retainer/Consultant's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines

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

7. Restriction on Retainer/Consultant's Rights

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

8. No License

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



9. Equitable Rights

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

10. General

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

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

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

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



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

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



Offer: Computer Consultancy
Ref: TCSL/CT20182542995/Mumbai
Date: 24/06/2019

Mr. Shaibil Sabu Mangadiyan
E Wing, Room No.113, Jai Shiv Shakti Chs No.2, Vaishet Pada No.2, Kurar Village, Malad (East).,
Opposite Triveni Nagar,
Mumbai-400097,
Maharashtra.
Tel# 91-9029023410

Dear Shaibil Sabu Mangadiyan,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/CT20182542995

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹10,200/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

Your HRA will be ₹4,080/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹7,570/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

Performance Pay will be effective upon successful completion of the Initial Learning Programme.

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL,



provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

RETIRALS

Provident Fund

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

Gratuity

TCS Confidential

TCSL/CT20182542995

4

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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

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

2. Disclaimer

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

3. Training Period

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

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



unsatisfactory, TCSL may terminate your traineeship forthwith.

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

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

12. Terms and Conditions

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

13. TATA Code of Conduct

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

14. Notice Period

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



notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

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

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

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

18. Background Check

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

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
 - An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

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

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Shaibil Sabu Mangadiyan
Designation	Assistant System Engineer-Trainee
Institute Name	Fr. Conscience Rodrigues College Of Engg, Bandra

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

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

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Retainer/Consultant's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines

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

7. Restriction on Retainer/Consultant's Rights

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

8. No License

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



9. Equitable Rights

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

10. General

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

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

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

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



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

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



Offer: Computer Consultancy
Ref: TCSL/CT20172172989/Mumbai
Date: 15/09/2018

Ms. Shreya Shashi Wazir
9, Bharat Tirtha Chs410, Sion-Trombay Road,
Chembur,
Mumbai-400071,
Maharashtra.
Tel# 91-9820646455

Dear Shreya Shashi Wazir,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/CT20172172989

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹10,200/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

Your HRA will be ₹4,080/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹6,270/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

Performance Pay will be effective upon successful completion of the Initial Learning Programme.

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL,



provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

RETIRALS

Provident Fund

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

Gratuity

TCS Confidential

TCSL/CT20172172989

4

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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

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

2. Disclaimer

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

3. Training Period

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

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



unsatisfactory, TCSL may terminate your traineeship forthwith.

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

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

12. Terms and Conditions

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

13. TATA Code of Conduct

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

14. Notice Period

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



notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

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

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

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

18. Background Check

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

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
 - An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

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

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Shreya Shashi Wazir
Designation	Assistant System Engineer-Trainee
Institute Name	Fr. Conscience Rodrigues College Of Engg, Bandra

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

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

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	6,270	75,240
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Retainer/Consultant's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines

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

7. Restriction on Retainer/Consultant's Rights

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

8. No License

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



9. Equitable Rights

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

10. General

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

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

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

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



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

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



Offer: Computer Consultancy
Ref: TCSL/CT20172181668/Mumbai
Date: 15/09/2018

Mr. Sreejit Jayan Manappetty
A-101 New Shivkrupa Chs Ltd Achole Road,
Near Jaya Palace,
Vasai-401209,
Maharashtra.
Tel# -

Dear Sreejit Jayan Manappetty,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹10,200/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

Your HRA will be ₹4,080/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹6,270/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

Performance Pay will be effective upon successful completion of the Initial Learning Programme.

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL,



provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

RETIRALS

Provident Fund

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

Gratuity

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



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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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

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

2. Disclaimer

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

3. Training Period

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

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



unsatisfactory, TCSL may terminate your traineeship forthwith.

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

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

12. Terms and Conditions

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

13. TATA Code of Conduct

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

14. Notice Period

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



notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

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

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

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

18. Background Check

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

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
 - An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

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

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

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23. Compliance to all clauses

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Sreejit Jayan Manappetty
Designation	Assistant System Engineer-Trainee
Institute Name	Fr. Conscience Rodrigues College Of Engg, Bandra

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

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

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	6,270	75,240
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Retainer/Consultant's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines

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

7. Restriction on Retainer/Consultant's Rights

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

8. No License

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



9. Equitable Rights

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

10. General

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

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

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

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



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

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



Offer: Computer Consultancy
Ref: TCSL/CT20172172921/Mumbai
Date: 15/09/2018

Ms. Tanvi Suhas Ranim
Navjeevan Chawl, Room No. 497V N Marg,
Old Ramabai, Sahakar Nagar,
Mumbai-400077,
Maharashtra.
Tel# -

Dear Tanvi Suhas Ranim,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/CT20172172921

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹10,200/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

Your HRA will be ₹4,080/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹6,270/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

Performance Pay will be effective upon successful completion of the Initial Learning Programme.

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL,



provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

RETIRALS

Provident Fund

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

Gratuity

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TCSL/CT20172172921

4

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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

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

2. Disclaimer

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

3. Training Period

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

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



unsatisfactory, TCSL may terminate your traineeship forthwith.

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

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

12. Terms and Conditions

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

13. TATA Code of Conduct

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

14. Notice Period

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



notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

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

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

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

18. Background Check

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

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
 - An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

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

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Tanvi Suhas Ranim
Designation	Assistant System Engineer-Trainee
Institute Name	Fr. Conscience Rodrigues College Of Engg, Bandra

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

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

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	6,270	75,240
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Retainer/Consultant's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines

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

7. Restriction on Retainer/Consultant's Rights

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

8. No License

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



9. Equitable Rights

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

10. General

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

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

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

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



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

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



Offer: Computer Consultancy
Ref: TCSL/CT20182436874/Mumbai
Date: 15/09/2018

Ms. Aurelia Gregary Fernandes
502, Bil Berryl.C.Colony,
Opposite Corporation Bank,
Mumbai-400103,
Maharashtra.
Tel# -

Dear Aurelia Gregary Fernandes,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

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1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹10,200/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

Your HRA will be ₹4,080/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹6,270/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

Performance Pay will be effective upon successful completion of the Initial Learning Programme.

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL,



provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

RETIRALS

Provident Fund

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

Gratuity

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4

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

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

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



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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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

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

2. Disclaimer

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

3. Training Period

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

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



unsatisfactory, TCSL may terminate your traineeship forthwith.

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

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

12. Terms and Conditions

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

13. TATA Code of Conduct

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

14. Notice Period

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



notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

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

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

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

18. Background Check

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

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
 - An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

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

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

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23. Compliance to all clauses

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Aurelia Gregory Fernandes
Designation	Assistant System Engineer-Trainee
Institute Name	Fr. Conscience Rodrigues College Of Engg, Bandra

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

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

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	6,270	75,240
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Retainer/Consultant's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines

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

7. Restriction on Retainer/Consultant's Rights

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

8. No License

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



9. Equitable Rights

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

10. General

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

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

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

(d) This Confidentiality clause along with other documents executed by the Retainer/Consultant or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



Offer: Computer Consultancy
Ref: TCSL/CT20182435931/Mumbai
Date: 15/09/2018

Mr. Blair Noel Fernandes
230Nalasopara West,
Nirmal,
Mumbai-401304,
Maharashtra.
Tel# -

Dear Blair Noel Fernandes,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/CT20182435931

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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Offer: Computer Consultancy
Ref: TCSL/CT20182467908/Mumbai
Date: 15/09/2018

Mr. Ashutosh Vinod Mishra
196, Masjid Terrace, 1st Floor, Reay Road,
Next To Iqra International School,
Mumbai-400010,
Maharashtra.
Tel# -

Dear Ashutosh Vinod Mishra,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

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TCS Confidential
TCSL/CT20182467908

1

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TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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Offer: Computer Consultancy
Ref: TCSL/CT20182485823/Mumbai
Date: 31/07/2018

Mr. Gopesh Sanjib Rajderkar
B-1404, Kanti Apartments Mount Mary Road,
Near Mount Mary Church,
Mumbai-400050,
Maharashtra.
Tel# -

Dear Gopesh Sanjib Rajderkar,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process for 'TCS Digital' and we are pleased to make you an offer of employment.

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 7,00,024/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 3 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

The Joining letter indicating your date of joining and the initial place of posting will be issued upon your successful completion of your academic course, meeting the TCS eligibility criteria & completing the mandatory pre-joining learning curriculum called TCS Xplore (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

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TCSL/CT20182485823

1

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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Offer: Computer Consultancy
Ref: TCSL/CT20182431281/Mumbai
Date: 15/09/2018

Mr. Ruchir Ashok Shetye
1201/B, Indian Ocean Bldg, Sagar City Complex V.P. Road,
Andheri(West),
Mumbai-400058,
Maharashtra.
Tel# 91-9869024784

Dear Ruchir Ashok Shetye,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

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Strictly Private & Confidential

June 4, 2019

Mr. Nikhil Patil
Plot No. 20,
Shanti Nagar,
Behind Rest House,
Pachora,
Dist. Jalgaon,
Maharashtra,
PIN-424201

Dear Mr. Nikhil Patil,

Sub: Offer of appointment at The Tata Power Company Ltd. as "Graduate Engineer Trainee"

Further to the discussion we had with you, and based on the job profile, we have the pleasure in appointing you in the Management Cadre of The Tata Power Company Ltd. as per the terms and conditions mentioned below:

1. DESIGNATION

Graduate Engineer Trainee

2. COMPENSATION

Your basic salary per month is fixed at **Rs. 18953/- (Eighteen Thousand Nine Hundred Fifty Three only)**, in Grade ME03 Details of your salary structure are given in Annexure A. Your progress will be evaluated and increment in your salary will be subject to your overall performance and shall be at the discretion of the Management.

3. RETIRAL/INSURANCE BENEFITS

You will be entitled to retiral and insurance benefits such as Provident Fund, Gratuity, Medclaim & Personal Accident Insurance etc., as may be applicable to your category in the Company.

Handwritten mark

Page 1 of 6

TATA POWER

The Tata Power Company Limited

Corporate Center 34 Sant Tukaram Road Carnac Bunder Mumbai 400 009

Corporate Human Resources Tel 91 22 6717 1403

Registered Office Bombay House 24 Homi Mody Street Mumbai 400 001

CIN : L28920MH1919PLC000567 Website : www.tatapower.com Email : tatapower@tatapower.com

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Offer: Computer Consultancy
Ref: TCSL/CT20182373392/Mumbai
Date: 15/09/2018

Ms. Nicole Diana Joseph Fernandes
Rupji Castle, 402G D Ambekar Marg, Bhoiwada Naka,
Parel,
Mumbai-400012,
Maharashtra.
Tel# -

Dear Nicole Diana Joseph Fernandes,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/CT20182373392

1

TATA CONSULTANCY SERVICES

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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Offer: Computer Consultancy
Ref: TCSL/CT20182453497/Mumbai
Date: 31/07/2018

Mr. Joshua Anthony Noronha
Flat No 3, Chapel Avenue68, Chapel Road,
Opposite Mt.Carmel Church,
Mumbai-400050,
Maharashtra.
Tel# -

Dear Joshua Anthony Noronha,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process for 'TCS Digital' and we are pleased to make you an offer of employment.

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 7,00,024/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 3 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

The Joining letter indicating your date of joining and the initial place of posting will be issued upon your successful completion of your academic course, meeting the TCS eligibility criteria & completing the mandatory pre-joining learning curriculum called TCS Xplore (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

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TCSL/CT20182453497

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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Offer: Computer Consultancy
Ref: TCSL/CT20182439784/Mumbai
Date: 15/09/2018

Ms. Madhura Haridas More
103, Shree Gayatri Chs, Plot No- 07, Sec -11, Khanda Colony, New Panvel (W),
Opp To Pillai'S Hostel,
Navi Mumbai-410206,
Maharashtra.
Tel# 91-8976197176

Dear Madhura Haridas More,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

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TCS Confidential
TCSL/CT20182439784

1

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TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>

NSE IT result

1 message

TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in>

1 October 2018 at 08:55

To: Aasawari Namjoshi <aasawarinamjoshi14@gmail.com>, joel reuben <joel.reujoe@gmail.com>, Navil Rodrigues <rodriguesnavil@gmail.com>, Priyank Shah <priyank.shah998@gmail.com>, Bhanu Nadar <bhanu.nadar@gmail.com>, Edwin Clement <Edwinclement08@gmail.com>, niket athani <niketnariathani@gmail.com>, Nishant Seth <nishantseth41@gmail.com>, Rathil Vasani <rathilvasani@gmail.com>, rohitm13797@gmail.com, Omkar Joshi <omkarjoshi@gmail.com>, Tanvi Ranim <tanvi2881998@gmail.com>

Bcc: jayen.Modi@fragnel.edu.in

Dear All,

Rest of the mail is NSE Final selection result.

The two selected students must meet me or call me at the earliest.**Mahesh Sharma****Fr. Agnel's Fr. C.R. College of Engineering,****Fr. Agnel Ashram, Bandstand, Bandra(W),****Mumbai -400050****L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in**

----- Forwarded message -----

Hello Sirs,

Thanks to you & your team for your support and co-operation in successfully conducting 'Campus Recruitment Drive 2019' on 25 Sep2018 - Tuesday at your college campus.

Please be informed that, we are going ahead with the below mentioned 7 students selected & found in accordance with our selection criteria.

Sr	Roll No	Candidate Name	Result	College	CTC Offered
1	70112	SALOME DSOUZA	Selected	Don Bosco IT	Rs. 3.0 Lacs per annum
2	1403	ARNAV MAHAPATRA	Selected	Don Bosco IT	Rs. 3.0 Lacs per annum
7	70121	JENNIFER RODRIQUES	Selected	Don Bosco IT	Rs. 3.0 Lacs per annum
1	70280	BISHT RASHMI REKHA	Selected	Fr Agnel	Rs. 3.0 Lacs per annum
2	70237	SHUBHAM PARAKH	Selected	Fr Agnel	Rs. 3.0 Lacs per annum
5	70143	PARASSERIL KEVIN SUNNY	Selected	Fr Agnel	Rs. 3.0 Lacs per annum
6	70177	VICHARE POOJA BHALCHANDRA	Selected	Fr Agnel	Rs. 3.0 Lacs per annum

Kindly acknowledge acceptance of this result & inform students accordingly.

The offers and other mandatory documentation is in process, and the same will be communicated soon.

Regards,

NSEIT Ltd.
Trade Globe, Andheri (East),
Mumbai, INDIA



Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>

Fwd: Campus Recruitment Drive 2019 - Xavier's, Mahim, Mumbai - FINAL SELECT(25 Sep2018) - Further Selects

1 message

TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in>

8 October 2018 at 21:04

To: Aasawari Namjoshi <aasawarinamjoshi14@gmail.com>, joel reuben <joel.reujoe@gmail.com>, Navil Rodrigues <rodriguesnavil@gmail.com>, Priyank Shah <priyank.shah998@gmail.com>, Bhanu Nadar <bhanu.nadar@gmail.com>, Edwin Clement <Edwinclement08@gmail.com>, niket athani <niketnariathani@gmail.com>, Nishant Seth <nishantseth41@gmail.com>, Rathil Vasani <rathilvasani@gmail.com>, rohitm13797@gmail.com, Omkar Joshi <omkarjoshi@gmail.com>, Tanvi Ranim <tanvi2881998@gmail.com>

Bcc: jayen.Modi@fragnel.edu.in

Here is the additional selection of NSE IT.

All selected must confirm acceptance or decline of the offer latest by 9 Oct, 2018 10:00 AM.

Mahesh Sharma

Fr. Agnel's Fr. C.R. College of Engineering,

Fr. Agnel Ashram, Bandstand, Bandra(W),

Mumbai -400050

L : +91-22-67114102 | M : 9969813735 | www.fragnel.edu.in



----- Forwarded message -----

Hello Sirs,

Please find below further selects of 8 students.

Sr	Roll No	Candidate Name	Result	College	CTC Offered
1	70300	SHINDE RASIKA JAGDISH SUJATA	Selected	Fr Agnel	Rs. 3.0 Lacs per annum
2	70144	NICOLE DIANA FERNANDES	Selected	Fr Agnel	Rs. 3.0 Lacs per annum
3	70212	SUBA MUKUNDHAN	Selected	Fr Agnel	Rs. 3.0 Lacs per annum
4	70299	RONNIE THOMAS	Selected	Fr Agnel	Rs. 3.0 Lacs per annum
5	70131	ASHLEY TUSCANO	Selected	Fr Agnel	Rs. 3.0 Lacs per annum
6	70141	MARK ANTHONY DUARTE	Selected	Fr Agnel	Rs. 3.0 Lacs per annum
7	70222	NATHAN NUNES	Selected	Fr Agnel	Rs. 3.0 Lacs per annum
8	70211	SUZANNE TUSCANO	Selected	Fr Agnel	Rs. 3.0 Lacs per annum

Kindly acknowledge acceptance of this result & inform students accordingly.

The offers and other mandatory documentation is in process, and the same will be communicated soon.

Regards,

NSEIT Ltd.

Trade Globe, Andheri (East),
Mumbai, INDIA

Provisional Offer Letter

November 05, 2018
NSEIT/HR/OL/SD/3156

To,
Pooja Vichare
208,Sai Shraddha,Senapati Bapat Marg
Elphinstone
Mumbai-400013

Dear Pooja,

Further to your application and subsequent discussions that we had with you, we are pleased to offer you the position of a "Trainee Associate Systems Analyst" in our company.

1. You will be eligible for a monthly gross salary of Rs.21,058/- per month w.e.f. September 03, 2019.
2. You will require to undergo professional training of two months with NSEIT before the DOJ i.e. effective July 01, 2019. During this professional training period you will be eligible for conveyance allowance of Rs. 250/- per working day. This conveyance allowance is applicable only for period mentioned above.
3. At the start of your professional training, you are required to sign a service agreement committing to serve 24 months training period which will be bifurcated into 2 months of professional training and 22 months of on-the-job training.
4. On successful completion of the professional training you will be appointed as 'Trainee Associate Systems Analyst' effective from your date of joining i.e. September 03, 2019. You will be on probation for a period of 6 months from your date of joining. The company reserves the right to extend your probation if necessary and you shall be informed of such an extension in writing. If at any stage during probation your work or any aspect of your behavior is found unsatisfactory, your probation will be discontinued with immediate effect. On successful completion of the probation period your appointment to the post of 'Trainee Associate Systems Analyst' will be confirmed in writing and you will then become eligible for all the confirmation linked benefits / components of the salary as per the prevalent policies of the company.
5. Your appointment will be subject to you being found medically fit for service in the company and satisfactory report thereof being received.
6. Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in Graduation/Post Graduation examination which includes successful completion of your final semester/year without any pending arrears/back logs during the entire course duration. As per NSEIT eligibility criteria, marks/CGPA obtained during the normal duration of the course and your performance during the professional training period only will be considered to decide on the eligibility.

Provisional Offer Letter

November 05, 2017
NSEIT/HR/OL/SD/3158

To,
Nicole Fernandes
Rupji Castle,402,G D Ambekar Marg
Bhoiwada Naka
Mumbai-400012

Dear Nicole,

Further to your application and subsequent discussions that we had with you, we are pleased to offer you the position of a "Trainee Associate Systems Analyst" in our company.

1. You will be eligible for a monthly gross salary of **Rs.21,058/-** per month w.e.f. **September 03, 2019**.
2. You will require to undergo professional training of two months with NSEIT before the DOJ i.e. effective **July 01, 2019**. During this professional training period you will be eligible for conveyance allowance of **Rs. 250/-** per working day. This conveyance allowance is applicable only for period mentioned above.
3. At the start of your professional training, you are required to sign a service agreement committing to serve 24 months training period which will be bifurcated into 2 months of professional training and 22 months of on-the-job training.
4. On successful completion of the professional training you will be appointed as 'Trainee Associate Systems Analyst' effective from your date of joining i.e. **September 03, 2019**. You will be on probation for a period of 6 months from your date of joining. The company reserves the right to extend your probation if necessary and you shall be informed of such an extension in writing. If at any stage during probation your work or any aspect of your behavior is found unsatisfactory, your probation will be discontinued with immediate effect. On successful completion of the probation period your appointment to the post of 'Trainee Associate Systems Analyst' will be confirmed in writing and you will then become eligible for all the confirmation linked benefits / components of the salary as per the prevalent policies of the company.
5. Your appointment will be subject to you being found medically fit for service in the company and satisfactory report thereof being received.
6. Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in Graduation/Post Graduation examination which includes successful completion of your final semester/year without any pending arrears/back logs during the entire course duration. As per NSEIT eligibility criteria, marks/CGPA obtained during the normal duration of the course and your performance during the professional training period only will be considered to decide on the eligibility.

NSEIT Confidential



Page 1 of 3

Provisional Offer Letter

November 05, 2018
NSEIT/HR/OL/SD/3161

To,
Mark Anthony Duarte
2nd floor, Room No.27, Moosa Mansion
Tank Pakhdi Road
Mumbai-400011

Dear Mark Anthony,

Further to your application and subsequent discussions that we had with you, we are pleased to offer you the position of a "Trainee Associate Systems Analyst" in our company.

1. You will be eligible for a monthly gross salary of Rs.21,058/- per month w.e.f. September 03, 2019.
2. You will require to undergo professional training of two months with NSEIT before the DOJ i.e. effective July 01, 2019. During this professional training period you will be eligible for conveyance allowance of Rs. 250/- per working day. This conveyance allowance is applicable only for period mentioned above.
3. At the start of your professional training, you are required to sign a service agreement committing to serve 24 months training period which will be bifurcated into 2 months of professional training and 22 months of on-the-job training.
4. On successful completion of the professional training you will be appointed as 'Trainee Associate Systems Analyst' effective from your date of joining i.e. September 03, 2019. You will be on probation for a period of 6 months from your date of joining. The company reserves the right to extend your probation if necessary and you shall be informed of such an extension in writing. If at any stage during probation your work or any aspect of your behavior is found unsatisfactory, your probation will be discontinued with immediate effect. On successful completion of the probation period your appointment to the post of 'Trainee Associate Systems Analyst' will be confirmed in writing and you will then become eligible for all the confirmation linked benefits / components of the salary as per the prevalent policies of the company.
5. Your appointment will be subject to you being found medically fit for service in the company and satisfactory report thereof being received.
6. Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in Graduation/Post Graduation examination which includes successful completion of your final semester/year without any pending arrears/back logs during the entire course duration. As per NSEIT eligibility criteria, marks/CGPA obtained during the normal duration of the course and your performance during the professional training period only will be considered to decide on the eligibility.

OFFER LETTER

Date : 22/05/2019

To,
Ms. Deborah Ebbu Kammu
B.E.S.T. Staff Quarters,
Room No.1,Ground floor,
Mori Road,Mahim (West)
Mumbai-16
Contact No: 8097574898 / 8097574883
Email Id:- debokammu2@gmail.com

Sub: - Offer for Appointment as “**E commerce Executive (Trainee)**”.

Dear Deborah,

We're delighted to extend this offer of employment for the position of **E commerce Executive (Trainee)** with 99yrs Network LLP. Please review this summary of terms and conditions for your anticipated employment with us.

If you accept this offer, your start date will be **27th May 2019** or another mutually agreed upon date, If you fail to join on the said date then the offer letter will be cancelled.

Please find the terms and conditions of your employment,. We would like to have your response by **25th May 2019**. In the meantime, please feel free to contact HR. Dept. via email hr@99yrs.com, if you have any questions.

We are all looking forward to having you on our team.

Best regards,

Ms.Sonia Dumore

HR Manager

[*Signature*]

***Working schedule**

This is a full-time Job. Late Coming : 15mints grace period will be given. 3 late marks is equal to half day. After 11am punching will be consider as half day and the deduction will be done as per timing policy .Your probation period will be of 6months.1 leave in a probation period will be accepted by Hr.Dept .Your notice period will be 1 month (30days) .Your regular weekly schedule will be [*Monday to Saturday 09:30-6:30*].

***Salary**

As per our discussion and mutual understanding, your CTC will be Rs. 25,000/- (Rupees Twenty Five Thousand only) per month.

***Non-Disclosure Of Confidential Information**

Any information that an employee learns about 99 Years , or its members, as a result of working for 99 Years that is not otherwise publicly available constitutes confidential information. Employees may not disclose confidential information to anyone who is not employed by 99 Years or to other persons employed by 99 Years who do not need to know such information to assist in rendering services.

Sincerely,
Human Resource Department

Signatures:

Applicant (Sign)

Date :

Date:

OFFER LETTER

Date : 22/05/2019

To,
Ms. Maria Roseline Chettiar
EC 51,A1001,Sai Pawan BIDG,
Sai Suman Society
Evershine City
Vasai East.
Contact No: 9096640222
Email Id:- chettiar.roseline2@gmail.com

Sub: - Offer for Appointment as “**E commerce Executive (Trainee)**”.

Dear Maria,

We're delighted to extend this offer of employment for the position of **E commerce Executive (Trainee)** with 99yrs Network LLP. Please review this summary of terms and conditions for your anticipated employment with us.

If you accept this offer, your start date will be **27th May 2019** or another mutually agreed upon date, If you fail to join on the said date then the offer letter will be cancelled.

Please find the terms and conditions of your employment,. We would like to have your response by **25th May 2019**. In the meantime, please feel free to contact HR. Dept. via email hr@99yrs.com, if you have any questions.

We are all looking forward to having you on our team.

Best regards,

Ms.Sonia Dumore

HR Manager

[*Signature*]

***Working schedule**

This is a full-time Job. Late Coming : 15mints grace period will be given. 3 late marks is equal to half day. After 11am punching will be consider as half day and the deduction will be done as per timing policy .Your probation period will be of 6months.1 leave in a probation period will be accepted by Hr.Dept .Your notice period will be 1 month (30days) .Your regular weekly schedule will be [*Monday to Saturday 09:30-6:30*].

***Salary**

As per our discussion and mutual understanding, your CTC will be Rs. 25,000/- (Rupees Twenty Five Thousand only) per month.

***Non-Disclosure Of Confidential Information**

Any information that an employee learns about 99 Years , or its members, as a result of working for 99 Years that is not otherwise publicly available constitutes confidential information. Employees may not disclose confidential information to anyone who is not employed by 99 Years or to other persons employed by 99 Years who do not need to know such information to assist in rendering services.

Sincerely,
Human Resource Department

Signatures:

Applicant (Sign)

Date :

Date:

OFFER LETTER

Date : 22/05/2019

To,
Ms. Evanjalín Benita Nadar
168/1345, Totilal Nagar,
No-1, Goregaon (West)
Mumbai-400104.
Contact No: 7506510305 / 7977663163
Email Id:- beninadar@gmail.com

Sub: - Offer for Appointment as “**E commerce Executive (Trainee)**”.

Dear Evanjalín,

We're delighted to extend this offer of employment for the position of **E commerce Executive (Trainee)** with 99yrs Network LLP. Please review this summary of terms and conditions for your anticipated employment with us.

If you accept this offer, your start date will be **27th May 2019** or another mutually agreed upon date, If you fail to join on the said date then the offer letter will be cancelled.

Please find the terms and conditions of your employment,. We would like to have your response by **25th May 2019**. In the meantime, please feel free to contact HR. Dept. via email hr@99yrs.com, if you have any questions.

We are all looking forward to having you on our team.

Best regards,

Ms.Sonia Dumore

HR Manager

[Signature]

***Working schedule**

This is a full-time Job. Late Coming : 15mints grace period will be given. 3 late marks is equal to half day. After 11am punching will be consider as half day and the deduction will be done as per timing policy .Your probation period will be of 6months.1 leave in a probation period will be accepted by Hr.Dept .Your notice period will be 1 month (30days) .Your regular weekly schedule will be [*Monday to Saturday 09:30-6:30*].

***Salary**

As per our discussion and mutual understanding, your CTC will be Rs. 25,000/- (Rupees Twenty Five Thousand only) per month.

***Non-Disclosure Of Confidential Information**

Any information that an employee learns about 99 Years , or its members, as a result of working for 99 Years that is not otherwise publicly available constitutes confidential information. Employees may not disclose confidential information to anyone who is not employed by 99 Years or to other persons employed by 99 Years who do not need to know such information to assist in rendering services.

Sincerely,
Human Resource Department

Signatures:

Applicant (Sign)

Date :

Date:

OFFER LETTER

Date : 18/06/2019

To,
Ms. Shivani Arun Anekar
Siddhkala, Arwade
Park, Mayur HSC,
Sangali-416416
Contact No: 9130191926
Email Id:- shivanianekar13@gmail.com

Sub: - Offer for Appointment as “**E commerce Executive (Trainee)**”.

Dear Shivani,

We're delighted to extend this offer of employment for the position of **E commerce Executive (Trainee)** with 99yrs Network LLP. Please review this summary of terms and conditions for your anticipated employment with us.

If you accept this offer, your start date will be **19th June 2019** or another mutually agreed upon date, If you fail to join on the said date then the offer letter will be cancelled.

Please find the terms and conditions of your employment. We would like to have your response by **20th June 2019**. In the meantime, please feel free to contact HR. Dept. via email hr@99yrs.com, if you have any questions.

We are all looking forward to having you on our team.

Best regards,

Ms.Sonia Dumore

HR Manager

[*Signature*]

***Working schedule**

This is a full-time Job. Late Coming : 15mints grace period will be given. 3 late marks is equal to half day. After 11am punching will be consider as half day and the deduction will be done as per timing policy .Your probation period will be of 6months.1 leave in a probation period will be accepted by Hr.Dept .Your notice period will be 1 month (30days) .Your regular weekly schedule will be [*Monday to Saturday 09:30-6:30*].

***Salary**

As per our discussion and mutual understanding, your CTC will be Rs. 25,000/- (Rupees Twenty Five Thousand only) per month.

***Non-Disclosure Of Confidential Information**

Any information that an employee learns about 99 Years , or its members, as a result of working for 99 Years that is not otherwise publicly available constitutes confidential information. Employees may not disclose confidential information to anyone who is not employed by 99 Years or to other persons employed by 99 Years who do not need to know such information to assist in rendering services.

Sincerely,
Human Resource Department

Signatures:

Applicant (Sign)

Date :

Date:

April 18, 2019

Anand Namboothiri,

Dear Anand:

Media.net Software Services (I) Pvt. Ltd. is very pleased to make you an offer of employment to begin work as a **"Research Analyst"** on May 27, 2019. Your position will carry a compensation package of **INR 3,04,924** inclusive of fixed components, and benefits.

The employment however, may not be terminated from your end for a period of 12 months after 15 days from the date of commencement. Any such termination may result in necessary action as specified in the Agreement. Your compensation is unique and exclusive to you and should be treated confidentially and as a non-comparable package with other employees.

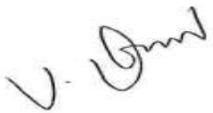
This offer expires on April 19, 2019 (it may self-destruct thereafter ☺) and we request that you join us on **May 27, 2019.**

An Employee Confidentiality and Non-Competition Agreement as well as an Appointment Letter will be provided to you upon acceptance of this offer for review and execution on or before your first day of work.

On or before your joining date we will require you to submit the various documents for our records as mentioned in the list enclosed. Your appointment with Media.net Software Services (I) Pvt. Ltd. will come into effect only after you produce all the relevant documents from the attached list of documents. All offers are subject to satisfactory completion of reference checks.

Please feel free to contact us at vanessa.m@media.net with any questions and to accept this offer.

Yours Sincerely,



Varun Vijayakumar
Authorized Signatory

Anand Namboothiri

Enclosures:

1. Compensation & Benefits package details
2. List of documents to be submitted

**ANNEXURE 1
COMPENSATION & BENEFITS PACKAGE**

Name: **Anand Namboothiri**
Designation: **Research Analyst**

COMPONENTS	₹/MONTH	₹/ANNUM	
Basic	15,200	1,82,400	Fully Taxable
House Rent Allowance	3,040	36,480	Exempted from tax subject to certain conditions as per the Income Tax Rules
Conveyance	1,600	19,200	Fully Taxable
Special Allowance	2,605	31,260	Fully Taxable
Provident Fund	1,824	21,888	12% of the employers contribution. An equivalent amount will be deducted from your monthly salary in lieu of your contribution towards Provident Fund.
Gratuity	731	8,772	Eligibility is as per the Gratuity Act
COMPENSATION (A)	25,000	3,00,000	
COST TO COMPANY (A)		3,00,000	
Medical Insurance		4,150	Sum insured INR 3,00,000 provides coverage employee and their dependents i.e spouse + 2 children. This benefit can also be extended to include dependent parents on an options basis.
Life Insurance		774	Sum insured 4X the annual gross salary
BENEFIT VALUATION (B)		4,924	
TOTAL PACKAGE (A+B)		3,04,924	

Additional Benefits & Perks: In addition to the above package, you also get some other benefits listed below

- ❖ Free Snacks & Beverages – Fully stocked snack bar with free snacks
- ❖ Subsidized Lunch - Buffet lunch/snacks spread, provided at an employee cost sharing basis
- ❖ Gym - Accessible around the clock for all employees

For Media.net Software Services (I) Pvt. Ltd.


Varun Vijayakumar
Authorized Signatory

Anand Namboothiri

List of Documents

1. Four Passport size color photographs.

2. Resume

3. Proof of Residence:

Permanent (& Temporary if any) Passport/ Driving License/ Aadhar Card or any document stating your current and permanent place of residence.

4. Academic & Professional Certificates:

- a) SSC, HSC passing certificate and mark sheet
- b) Graduation Certificate and all semester mark sheets
- c) Post Graduation Certificates and mark sheets
- d) Any other Professional Course Certificates
- e) Resume

5. Details of Previous Employment

- a) Appointment letter (from all previous employers)
- b) Increment Letter (If applicable)
- c) Work experience certificate (from all previous employers)
- d) Salary certificate/Pay slip of last 3 months salary drawn in previous Company
- e) Bank statement of last 3 months from the previous employer (photocopy required)

6. Submit 2 photocopy of your Pan card & Aadhar Card (Both Mandatory)

7. Form 16/ Salary Certificate/ 16A issued by the relieving company.

8. References: Kindly provide two Professional References along with their contact details and their relation with you. No personal relation references would be accepted.

IMPORTANT: Please remember that you MUST submit the above documents on or before the day of joining. Also please carry the original (as well as 1 photocopy) of all the above mentioned documents for verification.

April 9, 2019

Ananth Satish Embrandiri

203, 11-B, Devdarshan Bldg,
Dhanjiwadi, Khot Kuwa Road,
Malad (East), Nr Kala Hanuman Mandir,
Mumbai-400097.

Dear Ananth,

MNET Partner Technology Services (I) Pvt. Ltd is very pleased to make you an offer of employment to begin work as a "**Operations Assistant**" on **June 10, 2019**. Your position will carry a compensation package of **INR 2,44,769** inclusive of fixed components and benefits. Your compensation package is unique and exclusive to you and should be treated confidentially and as a non-comparable package with other employees.

This offer expires on **April 12, 2019** (it may self-destruct thereafter ☺) and we request that you join us on **June 10, 2019**.

An Employee Confidentiality and Non-Competition Agreement as well as an Appointment Letter will be provided to you upon acceptance of this offer for review and execution on or before your first day of work.

On or before your joining date we will require you to submit the various documents for our records as mentioned in the list enclosed. Your appointment with MNET Partner Technology Services (I) Pvt. Ltd will come into effect only after you produce all the relevant documents from the attached list of documents. All offers are subject to satisfactory completion of reference checks.

Please feel free to contact **liz.s@media.net** with any questions and to accept this offer.

Yours Sincerely,



Varun Vijayakumar
Authorized Signatory

Ananth Satish Embrandiri

Enclosures:

1. Compensation & Benefits package details
2. List of documents to be submitted

MNET PARTNER TECHNOLOGY SERVICES (INDIA) PRIVATE LIMITED

Regd. Office: B-Wing, 7th Floor, Acme Tech Park-I, Directiplex, Old Nagardas Road, Andheri (E), Mumbai-69

Corporate Office: Acme I-Tech Park, Directiplex, Next to Andheri Subway, Old Nagardas Road, Andheri (E), Mumbai - 69

CIN : U74140MH2011PTC223048 | website: www.media.net | Telephone No.: +91 22 6148 7300

COMPENSATION & BENEFITS PACKAGE

Name: Ananth Satish Embrandiri
Designation: Operations Assistant

COMPONENTS	₹/MONTH	₹/ANNUM	
Basic	10,200	1,22,400	Fully Taxable
House Rent Allowance	1,020	12,240	Exempted from tax subject to certain conditions as per the Income Tax Rules
Conveyance	600	7,200	Fully Taxable
Special Allowance	5,637	67,644	Fully Taxable
Provident Fund	1,224	14,688	12% of the employers contribution. An equivalent amount will be deducted from your monthly salary in lieu of your contribution towards Provident Fund.
Gratuity	490	5,880	Eligibility is as per the Gratuity Act
ESIC	829	9,948	4.75% of Gross salary is employer contribution and 1.75% of the Gross salary will be deducted from your monthly salary in lieu your contribution towards ESIC.
COMPENSATION	20,000	2,40,000	
COST TO COMPANY (A)		2,40,000	
Medical Insurance		4,150	Sum insured INR 3,00,000 provides coverage employee and their dependents i.e spouse + 2 children. This benefit can also be extended to include dependent parents on an options basis.
Life Insurance		619	Sum insured 4X the annual gross salary
BENEFIT VALUATION (B)		4,769	
TOTAL PACKAGE (A+B)		2,44,769	

Additional Benefits & Perks: In addition to the above package, you also get some other benefits listed below

- ❖ Free Snacks & Beverages – Fully stocked snack bar with free snacks
- ❖ Subsidized Lunch - Buffet lunch/snacks spread, provided at an employee cost sharing basis
- ❖ Gym - Accessible around the clock for all employees

For MNET Partner Technology Services (I) Pvt. Ltd.,



Varun Vijayakumar
Authorized Signatory

Ananth Satish Embrandiri

MNET PARTNER TECHNOLOGY SERVICES (INDIA) PRIVATE LIMITED

Regd. Office: B-Wing, 7th Floor, Acme Tech Park-I, DirectiPLEX, Old Nagardas Road, Andheri (E), Mumbai-69
Corporate Office: Acme I-Tech Park, DirectiPLEX, Next to Andheri Subway, Old Nagardas Road, Andheri (E), Mumbai – 69
CIN : U74140MH2011PTC223048 | website: www.media.net | Telephone No.: +91 22 6148 7300

List of Documents

1. Four Passport size color photographs.

2. Proof of Residence:

Permanent (& Temporary if any) Passport/ Driving License/ Aadhar Card or any document stating your current and permanent place of residence.

3. Academic & Professional Certificates:

- a) SSC, HSC passing certificate and mark sheet
- b) Graduation Certificate and all semester mark sheets
- c) Post Graduation Certificates and mark sheets
- d) Any other Professional Course Certificates
- e) Resume

4. Details of Previous Employment

- a) Appointment letter (from all previous employers)
- b) Increment Letter (If applicable)
- c) Work experience certificate (from all previous employers)
- d) Salary certificate/Pay slip of last 3 months salary drawn in previous Company
- e) Bank statement of last 3 months from the previous employer (photocopy required)

5. Submit 2 photocopy of your Pan card & Aadhar Card (Both Mandatory)

6. Form 16/ Salary Certificate/ 16A issued by the relieving company.

7. References: Kindly provide two Professional References along with their contact details and their relation with you. No personal relation references would be accepted.

IMPORTANT: Please remember that you MUST submit the above documents on or before the day of joining. Also please carry the original (as well as 1 photocopy) of all the above mentioned documents for verification.

April 9, 2019

Aurelia Gail Jossie Menezes

B/203, Laxmi Darshan,
Meena Nagar, Vasai (W)
Palghar - 401 202

Dear Aurelia,

MNET Partner Technology Services (I) Pvt. Ltd is very pleased to make you an offer of employment to begin work as a "**Operations Assistant**" on **June 10, 2019**. Your position will carry a compensation package of **INR 2,44,769** inclusive of fixed components and benefits. Your compensation package is unique and exclusive to you and should be treated confidentially and as a non-comparable package with other employees.

This offer expires on **April 12, 2019** (it may self-destruct thereafter ☺) and we request that you join us on **June 10, 2019**.

An Employee Confidentiality and Non-Competition Agreement as well as an Appointment Letter will be provided to you upon acceptance of this offer for review and execution on or before your first day of work.

On or before your joining date we will require you to submit the various documents for our records as mentioned in the list enclosed. Your appointment with MNET Partner Technology Services (I) Pvt. Ltd will come into effect only after you produce all the relevant documents from the attached list of documents. All offers are subject to satisfactory completion of reference checks.

Please feel free to contact **sarah.fe@media.net** with any questions and to accept this offer.

Yours Sincerely,



Varun Vijayakumar
Authorized Signatory

Aurelia Gail Jossie Menezes

Enclosures:

1. Compensation & Benefits package details
2. List of documents to be submitted

MNET PARTNER TECHNOLOGY SERVICES (INDIA) PRIVATE LIMITED

Regd. Office: B-Wing, 7th Floor, Acme Tech Park-I, Directiplex, Old Nagardas Road, Andheri (E), Mumbai-69

Corporate Office: Acme I-Tech Park, Directiplex, Next to Andheri Subway, Old Nagardas Road, Andheri (E), Mumbai - 69

CIN : U74140MH2011PTC223048 | website: www.media.net | Telephone No.: +91 22 6148 7300

COMPENSATION & BENEFITS PACKAGE

Name: Aurelia Gail Jossie Menezes
Designation: Operations Assistant

COMPONENTS	₹/MONTH	₹/ANNUM	
Basic	10,200	1,22,400	Fully Taxable
House Rent Allowance	1,020	12,240	Exempted from tax subject to certain conditions as per the Income Tax Rules
Conveyance	600	7,200	Fully Taxable
Special Allowance	5,637	67,644	Fully Taxable
Provident Fund	1,224	14,688	12% of the employers contribution. An equivalent amount will be deducted from your monthly salary in lieu of your contribution towards Provident Fund.
Gratuity	490	5,880	Eligibility is as per the Gratuity Act
ESIC	829	9,948	4.75% of Gross salary is employer contribution and 1.75% of the Gross salary will be deducted from your monthly salary in lieu your contribution towards ESIC.
COMPENSATION	20,000	2,40,000	
COST TO COMPANY (A)		2,40,000	
Medical Insurance		4,150	Sum insured INR 3,00,000 provides coverage employee and their dependents i.e spouse + 2 children. This benefit can also be extended to include dependent parents on an options basis.
Life Insurance		619	Sum insured 4X the annual gross salary
BENEFIT VALUATION (B)		4,769	
TOTAL PACKAGE (A+B)		2,44,769	

Additional Benefits & Perks: In addition to the above package, you also get some other benefits listed below

- ❖ Free Snacks & Beverages – Fully stocked snack bar with free snacks
- ❖ Subsidized Lunch - Buffet lunch/snacks spread, provided at an employee cost sharing basis
- ❖ Gym - Accessible around the clock for all employees

For MNET Partner Technology Services (I) Pvt. Ltd.,



Varun Vijayakumar

Authorized Signatory

Aurelia Gail Jossie Menezes

MNET PARTNER TECHNOLOGY SERVICES (INDIA) PRIVATE LIMITED

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List of Documents

1. Four Passport size color photographs.

2. Proof of Residence:

Permanent (& Temporary if any) Passport/ Driving License/ Aadhar Card or any document stating your current and permanent place of residence.

3. Academic & Professional Certificates:

- a) SSC, HSC passing certificate and mark sheet
- b) Graduation Certificate and all semester mark sheets
- c) Post Graduation Certificates and mark sheets
- d) Any other Professional Course Certificates
- e) Resume

4. Details of Previous Employment

- a) Appointment letter (from all previous employers)
- b) Increment Letter (If applicable)
- c) Work experience certificate (from all previous employers)
- d) Salary certificate/Pay slip of last 3 months salary drawn in previous Company
- e) Bank statement of last 3 months from the previous employer (photocopy required)

5. Submit 2 photocopy of your Pan card & Aadhar Card (Both Mandatory)

6. Form 16/ Salary Certificate/ 16A issued by the relieving company.

7. References: Kindly provide two Professional References along with their contact details and their relation with you. No personal relation references would be accepted.

IMPORTANT: Please remember that you MUST submit the above documents on or before the day of joining. Also please carry the original (as well as 1 photocopy) of all the above mentioned documents for verification.

April 18, 2019

Ayushi Bhatnagar,

Dear Ayushi:

Media.net Software Services (I) Pvt. Ltd. is very pleased to make you an offer of employment to begin work as a **"Research Analyst"** on May 27, 2019. Your position will carry a compensation package of **INR 3,04,924** inclusive of fixed components, and benefits.

The employment however, may not be terminated from your end for a period of 12 months after 15 days from the date of commencement. Any such termination may result in necessary action as specified in the Agreement. Your compensation is unique and exclusive to you and should be treated confidentially and as a non-comparable package with other employees.

This offer expires on April 19, 2019 (it may self-destruct thereafter ☺) and we request that you join us on **May 27, 2019.**

An Employee Confidentiality and Non-Competition Agreement as well as an Appointment Letter will be provided to you upon acceptance of this offer for review and execution on or before your first day of work.

On or before your joining date we will require you to submit the various documents for our records as mentioned in the list enclosed. Your appointment with Media.net Software Services (I) Pvt. Ltd. will come into effect only after you produce all the relevant documents from the attached list of documents. All offers are subject to satisfactory completion of reference checks.

Please feel free to contact us at vanessa.m@media.net with any questions and to accept this offer.

Yours Sincerely,



Varun Vijayakumar
Authorized Signatory

Ayushi Bhatnagar

Enclosures:

1. Compensation & Benefits package details
2. List of documents to be submitted

**ANNEXURE 1
COMPENSATION & BENEFITS PACKAGE**

Name: **Ayushi Bhatnagar**
Designation: **Research Analyst**

COMPONENTS	₹/MONTH	₹/ANNUM	
Basic	15,200	1,82,400	Fully Taxable
House Rent Allowance	3,040	36,480	Exempted from tax subject to certain conditions as per the Income Tax Rules
Conveyance	1,600	19,200	Fully Taxable
Special Allowance	2,605	31,260	Fully Taxable
Provident Fund	1,824	21,888	12% of the employers contribution. An equivalent amount will be deducted from your monthly salary in lieu of your contribution towards Provident Fund.
Gratuity	731	8,772	Eligibility is as per the Gratuity Act
COMPENSATION (A)	25,000	3,00,000	
COST TO COMPANY (A)		3,00,000	
Medical Insurance		4,150	Sum insured INR 3,00,000 provides coverage employee and their dependents i.e spouse + 2 children. This benefit can also be extended to include dependent parents on an options basis.
Life Insurance		774	Sum insured 4X the annual gross salary
BENEFIT VALUATION (B)		4,924	
TOTAL PACKAGE (A+B)		3,04,924	

Additional Benefits & Perks: In addition to the above package, you also get some other benefits listed below

- ❖ Free Snacks & Beverages – Fully stocked snack bar with free snacks
- ❖ Subsidized Lunch - Buffet lunch/snacks spread, provided at an employee cost sharing basis
- ❖ Gym - Accessible around the clock for all employees

For Media.net Software Services (I) Pvt. Ltd.


Varun Vijayakumar
Authorized Signatory

Ayushi Bhatnagar

List of Documents

1. Four Passport size color photographs.

2. Resume

3. Proof of Residence:

Permanent (& Temporary if any) Passport/ Driving License/ Aadhar Card or any document stating your current and permanent place of residence.

4. Academic & Professional Certificates:

- a) SSC, HSC passing certificate and mark sheet
- b) Graduation Certificate and all semester mark sheets
- c) Post Graduation Certificates and mark sheets
- d) Any other Professional Course Certificates
- e) Resume

5. Details of Previous Employment

- a) Appointment letter (from all previous employers)
- b) Increment Letter (If applicable)
- c) Work experience certificate (from all previous employers)
- d) Salary certificate/Pay slip of last 3 months salary drawn in previous Company
- e) Bank statement of last 3 months from the previous employer (photocopy required)

6. Submit 2 photocopy of your Pan card & Aadhar Card (Both Mandatory)

7. Form 16/ Salary Certificate/ 16A issued by the relieving company.

8. References: Kindly provide two Professional References along with their contact details and their relation with you. No personal relation references would be accepted.

IMPORTANT: Please remember that you MUST submit the above documents on or before the day of joining. Also please carry the original (as well as 1 photocopy) of all the above mentioned documents for verification.

April 9, 2019

Vaibhav Suhas Pednekar

B-101, Saroj Building, Dhuri Complex,
Om Nagar, Ambadi Road,
Vasai West: 401202

Dear Vaibhav,

MNet Partner Technology Services (I) Pvt. Ltd. is very pleased to make you an offer of employment to begin work as a "**Operations Specialist**" on **June 10, 2019**. Your position will carry a compensation package of **INR 3,04,924** inclusive of fixed components, performance bonus and benefits. Your compensation package is unique and exclusive to you and should be treated confidentially and as a non-comparable package with other employees.

This offer expires on **April 12, 2019** (it may self-destruct thereafter ☺) and we request that you join us on **June 10, 2019**.

An Employee Confidentiality and Non-Competition Agreement as well as an Appointment Letter will be provided to you upon acceptance of this offer for review and execution on or before your first day of work.

On or before your joining date we will require you to submit the various documents for our records as mentioned in the list enclosed. Your appointment with **MNet Partner Technology Services (I) Pvt. Ltd.** will come into effect only after you produce all the relevant documents from the attached list of documents. All offers are subject to satisfactory completion of reference checks.

Please feel free to contact **sarah.fe@media.net** with any questions and to accept this offer.

Yours Sincerely,



Varun Vijayakumar
Authorized Signatory

Vaibhav Suhas Pednekar

Enclosures:

1. Compensation & Benefits package details
2. List of documents to be submitted

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CIN : U74140MH2011PTC223048 | website: www.media.net | Telephone No.: +91 22 6148 7300

COMPENSATION & BENEFITS PACKAGE

Name: Vaibhav Suhas Pednekar
Designation: Operations Specialist

COMPONENTS	₹/MONTH	₹/ANNUM	
Basic	15,200	1,82,400	Fully Taxable
House Rent Allowance	3,040	36,480	Exempted from tax subject to certain conditions as per the Income Tax Rules
Conveyance	1,600	19,200	Fully Taxable
Special Allowance	2,605	31,260	Fully Taxable
Provident Fund	1,824	21,888	12% of the employers contribution. An equivalent amount will be deducted from your monthly salary in lieu of your contribution towards Provident Fund.
Gratuity	731	8,772	Eligibility is as per the Gratuity Act
COST TO COMPANY (A)	25,000	3,00,000	
Medical Insurance		4,150	Sum insured ₹ 3,00,000 provides coverage employee and their dependents i.e spouse + 2 children. This benefit can also be extended to include dependent parents on an options basis.
Life Insurance		774	Sum insured 4X the annual gross salary
BENEFIT VALUATION (B)		4,924	
TOTAL PACKAGE (A+B)		3,04,924	

Additional Benefits & Perks: In addition to the above package, you also get some other benefits listed below

- ❖ Free Snacks & Beverages - Fully stocked snack bar with free snacks
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- ❖ Gym - Accessible around the clock for all employees

For MNET Partner Technology Services (I) Pvt. Ltd.,



Varun Vijayakumar

Authorized Signatory

Vaibhav Suhas Pednekar

MNET PARTNER TECHNOLOGY SERVICES (INDIA) PRIVATE LIMITED

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Corporate Office: Acme I-Tech Park, DirectiPLEX, Next to Andheri Subway, Old Nagardas Road, Andheri (E), Mumbai - 69
CIN : U74140MH2011PTC223048 | website: www.media.net | Telephone No.: +91 22 6148 7300

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3. Academic & Professional Certificates:

- a) SSC, HSC passing certificate and mark sheet
- b) Graduation Certificate and all semester mark sheets
- c) Post Graduation Certificates and mark sheets
- d) Any other Professional Course Certificates
- e) Resume

4. Details of Previous Employment

- a) Appointment letter (from all previous employers)
- b) Increment Letter (If applicable)
- c) Work experience certificate (from all previous employers)
- d) Salary certificate/Pay slip of last 3 months salary drawn in previous Company
- e) Bank statement of last 3 months from the previous employer (photocopy required)

5. Submit 2 photocopy of your Pan card & Aadhar Card (Both Mandatory)

6. Form 16/ Salary Certificate/ 16A issued by the relieving company.

7. References: Kindly provide two Professional References along with their contact details and their relation with you. No personal relation references would be accepted.

IMPORTANT: Please remember that you MUST submit the above documents on or before the day of joining. Also please carry the original (as well as 1 photocopy) of all the above mentioned documents for verification.



Date: 6th May 2019

To

Dr. Srija Unnikrishnan
Principal
Fr. Agnel's C. Rodrigues College of Engineering,
Fr. Agnel Ashram, Bandstand,
Bandra(W),
Mumbai -400050

Dear Dr. Unnikrishnan,

Sub: Campus Selection

Further to the Campus selection at your institute, we are pleased to inform that 01 student who was waitlisted by Tata Power, we are confirming his selection. Details of students selected are given in Annexure 'A'.

This offer is subject to the student clearing the qualifying examination with a **First Class (60%)** and being certified medically fit by our Chief Medical Officer. The selected candidates would be informed regarding the medical examination in due course of time. Detailed appointment letter will be sent separately.

We would request you to please confirm the acceptance of the offer by the above students in order to enable us to make necessary arrangements at our end.

Thanking you,

Yours faithfully,

Cosmos Damiyan Lakra
Head - Campus & Cadre Management

TATA POWER

The Tata Power Company Limited

Corporate Center 34 Sant Tukaram Road Carnac Bunder Mumbai 400 009

Corporate Human Resources Tel 91 22 6717 1403

Registered Office Bombay House 24 Horni Mody Street Mumbai 400 001

CIN : L28920MH1919PLC000567 Website : www.tatapower.com Email : tatapower@tatapower.com



ANNEXURE 'A'

LIST OF STUDENTS (Fr. Agnel's C. Rodrigues College of Engineering, Mumbai)

Sr. No	Name of the student	Branch	Remarks
1	Mr. Nikhil Patil	Computer Engineering	SELECTED

Cosmos
6/5/19.

Cosmos Damiyan Lakra
Head - Campus & Cadre Management

TATA POWER

The Tata Power Company Limited

Corporate Center 34 Sant Tukaram Road Carnac Bunder Mumbai 400 009

Corporate Human Resources Tel 91 22 6717 1403

Registered Office: Bombay House 24 Homi Mody Street Mumbai 400 001

CIN: L28920MH1919PLC000567 Website: www.tatapower.com Email: tatapower@tatapower.com

Fr. CRCE
e-mail



Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>

TATA Power Result

1 message

TPO - Fr. CRCE, Bandra <tpo@fragnel.edu.in>

10 April 2019 at 11:52

To: Aasawari Namjoshi <aasawarinamjoshi14@gmail.com>, Gunjan Munde <mundegunjan96@gmail.com>, joel reuben <joel.reujoe@gmail.com>, Navil Rodrigues <rodriguesnavil@gmail.com>, Priyank Shah <priyank.shah998@gmail.com>, Bhanu Nadar <bhanu.nadar@gmail.com>, Edwin Clement <Edwinclement08@gmail.com>, niket athani <niketnariathani@gmail.com>, Nishant Seth <nishantseth41@gmail.com>, Rathil Vasani <rathilvasani@gmail.com>
Bcc: jayen.Modi@fragnel.edu.in

TATA Power result.

Mahesh Sharma

Fr. Agnel's C.Rodrigues College of Engineering,
Fr. Agnel Ashram, [Bandstand, Bandra\(W\)](#),
[Mumbai -400050](#)

L : +91-22-67114102 | M : 9969813735 | mail: tpo@fragnel.edu.in | www.fragnel.edu.in



Dear Mr. Sharma

Please find below the list of students selected for Tata Power.

Provisional offer letters will be sent by today EOD.

Name	College	Branch
Adrian Godfrey Gonsalves	FCREC	Computer Engineering
Siddhi Khanvilkar	FCREC	IT Engineering

Regards,



Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>

Fwd: Offer Letter - Oren

2 messages

Oren Collaco <orencollaco97@gmail.com>
To: jayen.modi@fragnel.edu.in

30 May 2019 at 13:53

Begin forwarded message:

From: Sameer Narkar <sameer@konnnectinsights.com>
Date: 17 May 2019 at 3:51:16 PM IST
To: orencollaco97@gmail.com
Cc: H R <hr@prudencesoftware.com>, "hitesh@prudencesoftware.com" <hitesh@prudencesoftware.com>
Subject: Offer Letter - Oren

Hi Oren,

We are pleased to inform you that you have been selected for the position of "Software Developer" in our Organisation at our Mumbai office.

Your monthly salary will be Rs. 15,000 for first 3 months which will increased to 18,000 per month after 3 months.

Your appointment stands effective from the date you join duty.

To the fullest extent permitted by law, you agree to keep the terms of this letter confidential, and agree not to share them with anyone except your immediate family, personal, financial and legal advisors.

We expect you to join on **1st June 2019**

Congratulations and All the Best. At PRUDENCE, you will find that the environment is charged with enthusiasm and offers unlimited growth for individuals who live the company vision with passion. We hope your association with Prudence would be a pleasant and mutually beneficial one.

Kindly confirm your acceptance at the earliest.

Documents to be carried along on the day of joining

- Copies of Academic and Professional Credentials.
- 2 recent passport size photographs.
- Updated copy of your CV.
- Copy of PAN Card and Aadhaar card.
- Copy of Passport.

Regards,

Sameer Narkar, Founder Director
www.konnnectinsights.com | sameer@konnnectinsights.com

Phone: +91 9819093980 (M) | +91 86550 70010 (L)

Let's Konnect

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [YouTube](#)

Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>
To: Oren Collaco <orencollaco97@gmail.com>

30 May 2019 at 14:48

Thank you Oren.

All the best.

Kindly spare some time & prepare a list of questions you were asked, about general process etc. So your juniors can be benefitted.

[Quoted text hidden]



Jayen Modi Fr. CRCE <jayen.modi@fragnel.edu.in>

Fwd: Offer Letter - Thomas

1 message

khanore CRCE <khanore@fragnel.edu.in>
To: jayen.modi@frcrce.ac.in

4 July 2019 at 08:40

Prof. Monica Khanore
Associate Professor
Fr. Conceicao Rodrigues College of Engg,
Bandstand, Bandra (W),
Mumbai-400050

----- Forwarded message -----

From: **Thomas Koshy** <thomasshanekoshy@gmail.com>
Date: Wed, May 29, 2019 at 2:16 PM
Subject: Fwd: Offer Letter - Thomas
To: <khanore@frcrce.ac.in>

----- Forwarded message -----

From: **Sameer Narkar** <sameer@konnnectinsights.com>
Date: Fri, May 17, 2019, 3:50 PM
Subject: Offer Letter - Thomas
To: <thomasshanekoshy@gmail.com>
Cc: H R <hr@prudencesoftware.com>, hitesh@prudencesoftware.com <hitesh@prudencesoftware.com>

Hi Thomas,

We are pleased to inform you that you have been selected for the position of "Software Developer" in our Organisation at our Mumbai office.

Your monthly salary will be Rs. 15,000 for first 3 months which will increased to 18,000 per month after 3 months.

Your appointment stands effective from the date you join duty.

To the fullest extent permitted by law, you agree to keep the terms of this letter confidential, and agree not to share them with anyone except your immediate family, personal, financial and legal advisors.

We expect you to join on **1st June 2019**

Congratulations and All the Best. At PRUDENCE, you will find that the environment is charged with enthusiasm and offers unlimited growth for individuals who live the company vision with passion. We hope your association with Prudence would be a pleasant and mutually beneficial one.

Kindly confirm your acceptance at the earliest.

Documents to be carried along on the day of joining

- Copies of Academic and Professional Credentials.
- 2 recent passport size photographs.
- Updated copy of your CV.
- Copy of PAN Card and Aadhaar card.
- Copy of Passport.

Regards,

Sameer Narkar, Founder Director
www.konnnectinsights.com | sameer@konnnectinsights.com

Phone: +91 9819093980 (M) | +91 86550 70010 (L)

Let's Konnect

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [YouTube](#)