

Date: 25th Jan 2020

Name: Ch. Sai Sirisha
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/- p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: Ch. Sai Sirisha

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Prudhany
25/1/2020

T. S. S.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA



Date: 25th Jan 2020

Name: Y. Sri Teja
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

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Signature of Candidate: Y. Sri Teja

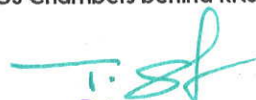
Date: 25th Jan 2020

Place: Kakinada

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Prudhans
25/1/2020


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

CHGS

Date: 25th Jan 2020

Name: D. Devi

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: D. Devi

Date: 25th Jan 2020

Place: Kakinada

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Judhany
25/1/2020

Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Date: 25th Jan 2020

Name: J. Ravi Kiran
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: J. Ravi Kiran

Date: 25th Jan 2020

Place: Kakinada

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- e) Address Proof
- f) One set of photo copy of all your documents. (Add: HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Judhann
25/1/2020

T. S. R.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: P.V. S. Keerthi

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: P.V.S. Keerthi

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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Pudhanv
25/1/2020

T.S.K.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: K. Santhi

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_ (CRO)**" on the following terms and conditions:

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Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: K. Santhi

Date: 25th Jan 2020

Place: Kakinada

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Judhane
25/1/2020

1.88
Principal
IDEAL INSTITUTE OF TECHNOLOGY
KAKINADA

HGS

Date: 25th Jan 2020

Name: Y. S. S. Sai Sudha
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: Y. S. S. Sai Sudha

Date: 25th Jan 2020

Place: Kakinada

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Sudha
25/1/2020

T. S. S.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: D. P. Satish Kumar
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: D. PURNA SATISH KUMAR

Date: 25th Jan 2020

Place: Kakinada

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Pudhany
25/1/2020

T.S.R.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: P. Siva Gangaadhar
Address: Ideal Institute of Technology, Kakinada

Sub: Conditional Offer Letter.

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Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: P. S. Gangaadhar

Date: 25th Jan 2020

Place: Kakinada

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Judhan
25/1/2020

Received original
P. S. Gangaadhar

1.88
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: P. Bhanu Lahari
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: P. Lahari

Date: 25th Jan 2020

Place: Kakinada

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Sudhanu
25/1/2020

Received original

T. S. S.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: T. S. S. N. Rami
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: Suretha

Date: 25th Jan 2020

Place: Kakinada

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Sudhanu
25/1/2020

T. S. S. N. Rami
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: I. Varnika

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/- p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: I. G. P. S. Varnika

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add: -HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Sudhanu
25/1/2020

T.S.P.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: Chundru. Srinivas
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: Ch. Srinivas

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
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- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Chundru Srinivas
25/1/2020

T. S. R.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA



Date: 25th Jan 2020

Name: D. Niharika

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

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We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: D. Niharika

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Sudhany
25/1/2020

T. S. R.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Date: 25th Jan 2020

Name: A. Raga Nayya
Address: Ideal Institute of Technology, Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: A. Raga Nayya

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Prudhany
25/1/2020

1-58
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: A. K. Annapurna
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: A. Kasi Annapurna

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Prudhvi
25/1/2020

T. S. P.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Date: 25th Jan 2020

Name:

A. Haripriya

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: A. Haripriya

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Prudhwan
25/1/2020

T.S.f
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: A.B. Priyanka
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

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We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: A.B. Priyanka

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- e) Address Proof
- f) One set of photo copy of all your documents. (Add: HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Sudhany
25/1/2020

[Signature]
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: D. Kailash

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
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We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: *D. Kailash*

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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Judhanu
25/1/2020

Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Date: 25th Jan 2020

Name: A. L. Meghana
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

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We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: _____

Date: 25th Jan 2020

Place: Kakinada

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- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Meghana
25/1/2020

T. S. S.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Date: 25th Jan 2020

Name: N. Suresha

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

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We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: N. Suresha

Date: 25th Jan 2020

Place: Kakinada

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Suresha
25/1/2020

T. S. S.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: A. Vishnu Vardhan
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_ (CRO)**" on the following terms and conditions:

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We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

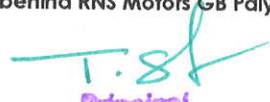
Signature of Candidate: A. Vishnu Vardhan

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHNAGAR, KAKINADA

Vardhan
25/1/2020

HGS

Date: 25th Jan 2020

Name: T. Rochana

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/- p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: T. Rochana

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA


25/1/2020

HGS

Date: 25th Jan 2020

Name: B. Anudeep Sagar
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

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We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: B. Anudeep Sagar

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Sudhanu
25/1/2020

T.S.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA

CHGS

Date: 25th Jan 2020

Name: K. Akhila Devi
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

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Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: K. Akhila Devi

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Sudhanu
25/1/2020

T.S.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: B. Raj Kumar
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: B. Raj Kumar

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
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- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add: -HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

T. S. K.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA

Judhau
25/1/2020

Date: 25th Jan 2020

Name: Chetka Chandana Sai Sushma
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: Ch. C. Sai Sushma

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Sushma
25/1/2020

[Signature]
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Date: 25th Jan 2020

Name: A. Subhash

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: A. Subhash

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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Subhash
25/1/2020

T. S. J.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

CHGS

Date: 25th Jan 2020

Name: N. Veera Babu
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_ (CRO)**" on the following terms and conditions:

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Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: N. Veera Babu

Date: 25th Jan 2020

Place: Kakinada

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Judhany
25/1/2020

T. S. R.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTRAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: V. Venkat

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

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Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: V. Venkat

Date: 25th Jan 2020

Place: Kakinada

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Handwritten:
25/1/2020

Handwritten: T. S. H.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: A. Saran Babish
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: A.S. Babish.

Date: 25th Jan 2020

Place: Kakinada

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Prudhany
25/1/2020

1.8h
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: G. Arun Sai

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: G. Arun Sai

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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Judhanv
25/1/2020

1.81
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: V. Anand Sai Kumar

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: V. Anand Sai Kumar

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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Budhanv
25/1/2020

T. S. R.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

CHGS

Date: 25th Jan 2020

Name: V. Venkata Naga Varma
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

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Please sign and return a copy of this provisional offer as a token of acceptance.

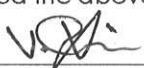
We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: 

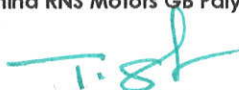
Date: 25th Jan 2020

Place: Kakinada

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- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Handwritten:
Budhanu
25/1/2020


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA



Date: 25th Jan 2020

Name: Y Sai Girish

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

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Signature of Candidate:

Y Sai Girish

Date: 25th Jan 2020

Place: Kakinada

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1.88
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Judhanv
25/1/2020



Date: 25th Jan 2020

Name:

D. D. Dewi

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

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D. D. Dewi

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Place: Kakinada

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Sudhanu
25/1/2020

T. S. K.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name:

K. Usha Devi

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

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Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

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Signature of Candidate:

K. Usha Devi

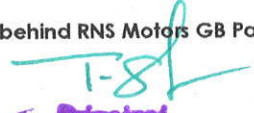
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Shudhanv
25/1/2020


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA



Date: 25th Jan 2020

Name: P. Neelima Devi
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

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We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: P. Neelima devi

Date: 25th Jan 2020

Place: Kakinada

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Pudhany
25/1/2020

T. S. K.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: B. Kavya Sree
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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Authorized Signatory

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Signature of Candidate: B. Kavya

Date: 25th Jan 2020

Place: Kakinada

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Prudhanv
25/1/2020

T. S. K.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: M. S. V. P. P. Appaji
Address: Ideal Institute of Technology; Kakinada

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Authorized Signatory

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Handwritten:
25/1/2020

Handwritten: 1.8
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA



Date: 25th Jan 2020

Name: P. Ajay Kumar
Address: Ideal Institute of Technology; Kakinada

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Authorized Signatory

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Handwritten signature
25/1/2020

Handwritten signature
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: G. Suryana
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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Sudhanu
25/1/2020

T.S.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name:

M.S.V.P.P. Appaji

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

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Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

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Signature of Candidate: _____

Date: 25th Jan 2020

Place: Kakinada

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Pradhani
55/1/2020

Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

**No.130, Narasingapuram Village, Thiruvallur Taluk,
Thiruvallur District - Pin 631 402. Tamil Nadu**

To : Mr. V Ramachandra Rao

Date 13.10.2019

Sub: Provisional Offer Letter for the post of Graduate Apprentice Trainee

1. We are pleased to inform you that you have been provisionally selected as 'Graduate Apprentice Trainee' in our Organization situated at the following address.

**Woosu Automotive India Pvt Ltd
No.130, Narasingapuram Village, Thiruvallur Taluk,
Thiruvallur District - Pin 631 402. Tamil Nadu
Contact Nos. 7338734941/9962284320/7338959752**

2. Your Training will be starting in the month of Jun 2020. You have to be present at the above address on or before 10 Jun 2020. Your initial training will be for the period of one year and it may be extended, on need basis, at the discretion of the Management.

3. Your stipend and other details for which you are eligible are appended below :-

Stipend	:	Rs. 11,640/- pm
Attendance Bonus	:	Rs. 400/- pm
Overtime Allowance	:	Extra amount than your stipend
Night Shift Allowance		
Canteen Facilities (Three times Free Food)		
Transport for pick up and drop		
Uniform, Safety Shoes etc.,		
Ayudha Pooja Gift		
Medical Insurance		

4. You need to bring the following Certificates/documents (Original and Xerox copies) at the time of joining, without fail :

Educational and Qualification Certificates
Proof of date of birth (Issued by the Government)
Aadhar Card
PAN Card.
Six latest passport size photographs (with white background)
Medical Fitness Certificate issued by the Authorized Medical Practitioner

"Wishing You All the Best"

Regards,

For Woosu Automotive India Pvt Ltd


(P Mohan Gandhi)
Senior Manager HR & Admin


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KARIKAL

Date: 25th Jan 2020

Name:

V. Chaitanya Charam Raju

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
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5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: V. Chaitanya Charam Raju

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add: HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Prudham
25/1/2020

T. S. K.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA



Date: 25th Jan 2020

Name: K. Srikar

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

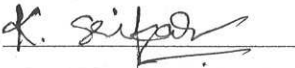
Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

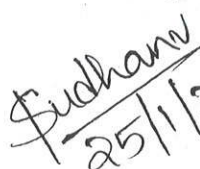
Signature of Candidate: 

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
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- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)


25/1/2020


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA

Date: 25th Jan 2020

Name: M. V. R. Padmanabham
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: M. V. R. Padmanabham

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
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- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Padmanabham
25/1/2020

T. S. R.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: V. Akhil

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: V. Akhil

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add: HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Prudhany
25/1/2020

T. S. R.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA



Date: 25th Jan 2020

Name:

P. Sai Baba

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate:

P. Sai Baba

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore - 560068)

Judhanv
25/1/2020


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA



Date: 25th Jan 2020

Name: T. S. Sindhu

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: T. Sri Sindhu

Date: 25th Jan 2020

Place: Kakinada

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Sudhanv
25/1/2020

T.S.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: M. S. S. Sravani
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_ (CRO)**" on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
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We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: H. Sravani

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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Sudhanshu
25/1/2020

T. S. S.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA

Date: 25th Jan 2020

Name: K. Lalitha

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

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We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: K. Lalitha

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

1-81
Principal

**IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA**

Sudhanu
25/1/2020



Date: 25th Jan 2020

Name: K. Roopa Sravanthi
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: K. Roopa Sravanthi

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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Sudhanv
25/1/2020


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

CHGS

Date: 25th Jan 2020

Name: K. Sachin Singh
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

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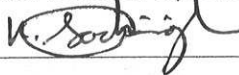
We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: 

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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Budhanu
25/1/2020


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: K. Bhavya Sri
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: Bhavya Sri K.

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Bhavya Sri
25/1/2020

T. S. R.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name:

Address: Ideal Institute of Technology, Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/- p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: P. Surya Teja

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Judhany
25/1/2020

T. S. R.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: K. Rukshsaar

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
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Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: Khairunnisa

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add: -HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Sudhanshu
25/1/2020

T. S. R.
Principal

IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Date: 25th Jan 2020

Name: Santosh Patro
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_ (CRO)**" on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
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Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: Santosh patro

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
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- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Judhavi
25/1/2020

T.S.P.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: B.S.Y. Prasad
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
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Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: B.S.Y. Prasad

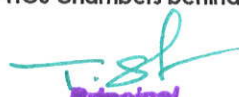
Date: 25th Jan 2020

Place: Kakinada

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- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add: HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Prudham
25/1/2020


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: **B.V. DEVI PRIYANKA**

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: **B.V. DEVI PRIYANKA**

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Prudhan
25/1/2020

T. S. K.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA



Date: 25th Jan 2020

Name: P. Sasikala
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: P. Sasikala

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
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- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Sudhanu
25/1/2020


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Date: 25th Jan 2020

Name: R. L. V. Priya
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

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2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: R. Lekha

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
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- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Judhanv
25/1/2020

T. S. P.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Date: 25th Jan 2020

Name: P.V.V. Padmavathi
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
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Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: P.V.V. Padmavathi

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Padmavathi
25/1/2020

[Signature]
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA



Date: 25th Jan 2020

Name: K. Vaidehi

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
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Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: K. Vaidehi

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- f) One set of photo copy of all your documents. (Add: HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Prudhan
25/1/2020

T. S. K.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA



Date: 25th Jan 2020

Name: Sh. Rubeena

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
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Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: Sh. Rubeena

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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Sh. Rubeena
25/1/2020


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHNAGAR, KAKINADA

Date: 25th Jan 2020

Name:

G. Aparna

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate:

G. Aparna

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

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- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

\$udhanu
25/1/2020

1.8h

Principal

**IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA**



Date: 25th Jan 2020

Name: V. Radhika

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/- p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: V. Radhika

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Radhika
25/1/2020

T. S. K.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA



Date: 25th Jan 2020

Name: Mohammad. Tasleema Nasreen
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
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7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: Md. Tasleema Nasreen

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Handwritten:
25/1/2020

Handwritten: T-sh
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: K. S.V. Rajeswari
Address: Ideal Institute of Technology, Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the day of your joining, as a part of joining process.
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Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: K. S.V. Rajeswari

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add: -HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Sudhanv
25/1/2020

T. S. R.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA

Date: 25th Jan 2020

Name: K. Ramya Venkata Sowjanya
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the day of your joining, as a part of joining process.
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Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: K.R.V. Sowjanya

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
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- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add: -HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Judhany
25/1/2020

T.S.
Principal

**IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA**



Date: 25th Jan 2020

Name: B. S. B. Deepthi
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
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Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: B.S.B. Deepthi

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
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- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Deepthi
25/1/2020

T.S.B.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA

Date: 25th Jan 2020

Name: M. K. Kushal Kumar
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
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Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: M. Kushal Kumar

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
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- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Kushal Kumar
25/1/2020

T. S. H.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: I. Varnika

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
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Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: I. G. P. S. Varnika

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) **Photo ID proof** (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
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- c) **Marks cards** of your Degree / Diploma, SSLC, PUC etc.
- d) **8 passport size color photographs**, for our records.
- e) **Address Proof**
- f) **One set of photo copy** of all your documents. (Add: -HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Sudhanu
25/1/2020

T. S. K.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: T. S. S. N. Romi
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: S. S. N. Romi

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
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- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Sudhanv
25/1/2020

T.S.S.N. Romi
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

LHGS

Date: 25th Jan 2020

Name: G. Suryama
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: _____

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
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- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add: -HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Sudhanu
25/1/2020

T. S. K.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: D. Venkatesh

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_ (CRO)**" on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
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Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: D. Venkatesh

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
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- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add: -HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Audham
25/1/2020

T. S. R.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: K. Pallavi Sri

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
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Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: K. Pallavi Sri

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
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- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Pudhany
25/1/2020

Principal
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA



Date: 25th Jan 2020

Name: K. Sarika Romi
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/- p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: K. Sarika Romi

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add: -HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Handwritten:
25/1/2020

Handwritten: T. S. H.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: M. Mani Teja
Address: Ideal Institute of Technology, Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/- p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: M. Mani Teja

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add: -HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Handwritten:
25/1/2020

Handwritten: T. S. K.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHNAGAR, KAKINADA



Date: 25th Jan 2020

Name: P. Satyanjali
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the day of your joining, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/- p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: P. Satyanjali

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Sudhanv
25/1/2020

T. S. K.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: R. Namdini

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/- p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: R. Namdini

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) **Photo ID proof** (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) **Certificates / testimonials of your past experience**, including certificate from your last employer, if applicable.
- c) **Marks cards of your Degree / Diploma, SSLC, PUC etc.**
- d) **8 passport size color photographs**, for our records.
- e) **Address Proof**
- f) **One set of photo copy of all your documents.** (Add: -HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Prudhvi
25/1/2020

Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

CHGS

Date: 25th Jan 2020

Name: R. Tulasi Devi

Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the day of your joining, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/- p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
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6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: R. Tulasi Devi

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add: -HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Handwritten:
Judhane
25/1/2020

Handwritten Signature:
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Date: 25th Jan 2020

Name: T. Satya Bhanu
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_ (CRO)**" on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
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6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: T. Satya Bhanu

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30 a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add: -HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Handwritten:
25/1/2020

Handwritten: Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA



Date: 25th Jan 2020

Name: T. Bhargavi
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**Customer Support representative**" (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the day of your joining, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/- p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: T. Bhargavi

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.
- d) 8 passport size color photographs, for our records.
- e) Address Proof
- f) One set of photo copy of all your documents. (Add: -HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Handwritten:
Bhargavi
25/1/2020

Handwritten Signature:
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA

HGS

Date: 25th Jan 2020

Name: V. Sumitha Devi
Address: Ideal Institute of Technology; Kakinada

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as "**_Customer Support representative_ (CRO)**" on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the day of your joining, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/- p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,
For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: V. Sumitha Devi

Date: 25th Jan 2020

Place: Kakinada

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) **Photo ID proof** (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) **Certificates / testimonials of your past experience**, including certificate from your last employer, if applicable.
- c) **Marks cards of your Degree / Diploma, SSLC, PUC etc.**
- d) **8 passport size color photographs**, for our records.
- e) **Address Proof**
- f) **One set of photo copy of all your documents.** (Add:- HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068)

Handwritten:
25/1/2020

Handwritten: T. S. K.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VINDYUTNAGAR, KAKINADA

Mcafee India Limited

EGL Business Park, 2nd Floor, Pine Valley,
Domlur, Bangalore-560071 www.mcafee.com.

Ref. No. : 139

Date: 11/10/19

Name : Kanthamsetti Setya Venkata Rajaswari

Address: Ideal Institute of Technology, Kakinada.

Sub: **Letter of Intent**

Dear Rajeshwari

With reference to your application and subsequent interview you had with us, we are pleased to shortlist you for the position of Rajeshwari (Network Engineer) as per the discussion during the interview on 11/10/19 for a career with Mcafee Ltd., With a CTC around 3-3.5. And requested to report on 5/10/20 at 11.30am.

You are hereby advised to produce the following documents

1. Self Attested Photograph
2. Self Attested Photocopies of the educational certificates and particularly your Engineering Passed Degree Certificates with required percentage along with Originals
3. Self attested Photocopies of experience certificates along with Originals

In addition to the same at the time of joining, it is mandatory to produce the Original Documents, failing which joining formalities will not be initiated.

The Final Offer Letter would be released after the successful rounds of interviews and if there is no pending validation of your documents.

Please sign and return to us the duplicate copy of this letter, as a token of your acceptance.

With best wishes and looking forward to a mutually fruitful association.

Yours sincerely,
For Mcafee Software India Limited.

HR

DECLARATION

I K.S.V. Rajeswari hereby declare that i have understood the letter of Offer and i agree to abide by the below mentioned clauses of Mcafee Software India Ltd.,

1. Flexible to work in any shifts, process and centre.
2. All the required documents to be submitted on the date of joining.
3. Salary will be subject to revision in case of non-submission of the required experience certificates.

Incase, the aforesaid particulars are found to be incorrect or not completed the rounds of assessment or it is found that i have withheld some relevant facts, Mcafee has the right to withdraw the letter of indent.

Date: 11/10/19

Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Signature K. S.V. Rajeswari

Mcafee India Limited

EGL Business Park, 2nd Floor, Pine Valley,
Domlur, Bangalore-560071 www.mcafee.com.

Ref. No. : 137

Date: 11/10/19

Name : Satya Sai Sravani Mylavolu

Address: Ideal Institute of Technology, Kakinada.

Sub: **Letter of Intent**

Dear Satya

With reference to your application and subsequent interview you had with us, we are pleased to shortlist you for the position of Network Engineer. as per the discussion during the interview on 11/10/19 for a career with Mcafee Ltd., With a CTC around 3-3.5. And requested to report on 5/10/20 at 11.30am.

You are hereby advised to produce the following documents

1. Self Attested Photograph
2. Self Attested Photocopies of the educational certificates and particularly your Engineering Passed Degree Certificates with required percentage along with Originals
3. Self attested Photocopies of experience certificates along with Originals

In addition to the same at the time of joining, it is mandatory to produce the Original Documents, failing which joining formalities will not be initiated.

The Final Offer Letter would be released after the successful rounds of interviews and if there is no pending validation of your documents.

Please sign and return to us the duplicate copy of this letter, as a token of your acceptance.

With best wishes and looking forward to a mutually fruitful association.

Yours sincerely,
For Mcafee Software India Limited.

HR

DECLARATION

I M. Satya Sai Sravani hereby declare that i have understood the letter of Offer and i agree to abide by the below mentioned clauses of Mcafee Software India Ltd.,

1. Flexible to work in any shifts, process and centre.
2. All the required documents to be submitted on the date of joining.
3. Salary will be subject to revision in case of non-submission of the required experience certificates.

Incase, the aforesaid particulars are found to be incorrect or not completed the rounds of assessment or it is found that i have withheld some relevant facts, Mcafee has the right to withdraw the letter of intent.

Date: 11/10/19

Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Signature H. Sravani

Mcafee India Limited

EGL Business Park, 2nd Floor, Pine Valley,
Domlur, Bangalore-560071 www.mcafee.com.

Ref. No. : 138

Date: 11/10/19

Name : Bhavya Sri Kanaparthi

Address: Ideal Institute of Technology, Kakinada

Sub: **Letter of Intent**

Dear Bhavya

With reference to your application and subsequent interview you had with us, we are pleased to shortlist you for the position of Bhavya Sri (Network Engg.) as per the discussion during the interview on 11/10/19 for a career with Mcafee Ltd., With a CTC around 3-3.5. And requested to report on 5/10/20 at 11.30am.

You are hereby advised to produce the following documents

1. Self Attested Photograph

2. Self Attested Photocopies of the educational certificates and particularly your Engineering Passed Degree Certificates with required percentage along with Originals

3. Self attested Photocopies of experience certificates along with Originals

In addition to the same at the time of joining, it is mandatory to produce the Original Documents, failing which joining formalities will not be initiated.

The Final Offer Letter would be released after the successful rounds of interviews and if there is no pending validation of your documents.

Please sign and return to us the duplicate copy of this letter, as a token of your acceptance.

With best wishes and looking forward to a mutually fruitful association.

Yours sincerely,
For Mcafee Software India Limited.

HR

Dej

DECLARATION

I Bhavya Sri Kanaparthi hereby declare that i have understood the letter of Offer and i agree to abide by the below mentioned clauses of Mcafee Software India Ltd.,

1. Flexible to work in any shifts, process and centre.
2. All the required documents to be submitted on the date of joining.
3. Salary will be subject to revision in case of non-submission of the required experience certificates.

Incase, the aforesaid particulars are found to be incorrect or not completed the rounds of assessment or it is found that i have withheld some relevant facts, Mcafee has the right to withdraw the letter of indent.

Date: 11/10/2019

Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Signature *Bhavya Sri*

Ref. No. : 136

Date: 11/10/19

Name : Kriti Kaligotla

Address: Ideal Institute of Technology, Kakinada

Sub: **Letter of Intent**

Dear Kriti:

With reference to your application and subsequent interview you had with us, we are pleased to shortlist you for the position of Network Engineer as per the discussion during the interview on 11/10/19 for a career with Mcafee Ltd., With a CTC around 2-3.5. And requested to report on 5/10/20 at 11.30am.

You are hereby advised to produce the following documents

1. Self Attested Photograph
2. Self Attested Photocopies of the educational certificates and particularly your Engineering Passed Degree Certificates with required percentage along with Originals
3. Self attested Photocopies of experience certificates along with Originals

In addition to the same at the time of joining, it is mandatory to produce the Original Documents, failing which joining formalities will not be initiated.

The Final Offer Letter would be released after the successful rounds of interviews and if there is no pending validation of your documents.

Please sign and return to us the duplicate copy of this letter, as a token of your acceptance.

With best wishes and looking forward to a mutually fruitful association.

Yours sincerely,
For Mcafee Software India Limited.

HR

DECLARATION

I Sri Sai Kriti Kaligotla hereby declare that i have understood the letter of Offer and i agree to abide by the below mentioned clauses of Mcafee Software India Ltd.,

1. Flexible to work in any shifts, process and centre.
2. All the required documents to be submitted on the date of joining.
3. Salary will be subject to revision in case of non-submission of the required experience certificates.

Incase, the aforesaid particulars are found to be incorrect or not completed the rounds of assessment or it is found that i have withheld some relevant facts, Mcafee has the right to withdraw the letter of indent.

Date: 10/10/19

Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Signature Sri Sai

Primesoft Enterprise System Integrators Pvt. Ltd
STPI Incubation Center, First Floor, Collectorate Compound,
Kakinada-533 001. (E.G. Dt.) A.P. Phone#-0884-2343532



Date: 05th December, 2019

Lakshmi Sailaja K,

With reference to your recent interview with us, we are pleased to make an offer of employment to you as **Trainee Software Tester** with a CTC of **Rs. 1,20,000 p.a.** paid as salary. You are also provided with an unpaid leave, maximum of 30 days which can be availed for exam preparation. Your roles and responsibilities will be given in detail in our appointment letter to be sent to you separately. You will receive an appointment letter when you report for joining.

Following are the documents that should be submitted on the day of joining.

1. Original offer letter with your acceptance
2. Educational Certificates
3. Experience Certificates and Relieving Letter from the previous employer (if applicable)
4. Last Salary slip (if applicable)
5. Copy of entire passport
6. Identity Proof & Address Proof
7. 2 recent passport size color photographs
8. Two references (Name, Contact # & Address)

Please note that all the above documents have to be submitted at the time of your joining. Your employment is subject to termination upon non-submission of documents.

Yours sincerely,

Nagaraju Alla
(Authorized Signatory)

Accept and Agree:

Signature: K. Lakshmi Sailaja
Date: 07.12.2019

K. Lakshmi Sailaja
07-12-2019

Received copy

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VIDYUTNAGAR, KAKINADA

Primesoft Enterprise System Integrators Pvt. Ltd

STPI Incubation Center, First Floor, Collectorate Compound,
Kakinada-533 001. (E.G. Dt.) A.P. Phone#-0884-2343532



Date: 05th December, 2019

Vani Baddi,

With reference to your recent interview with us, we are pleased to make an offer of employment to you as **Trainee Software Engineer**. The Training period is of 8 working months (excluding the exam leaves) during which Rs.10,000 per month is paid as Salary. Post Training period and on successful completion of probationary period CTC of Rs. 2,00,000 p.a. is paid as Salary which includes Employer's Contribution of PF & ESI. You are also provided with an unpaid leave, maximum of 30 days which can be availed for exam preparation. Your roles and responsibilities will be given in detail in our appointment letter to be sent to you separately.

Following are the documents that should be submitted on the day of joining.

1. Original offer letter with your acceptance
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3. Experience Certificates and Relieving Letter from the previous employer (if applicable)
4. Last Salary slip (if applicable)
5. Copy of entire passport
6. Identity Proof & Address Proof
7. 2 recent passport size color photographs
8. Two references (Name, Contact # & Address)

Please note that all the above documents have to be submitted at the time of your joining. Your employment is subject to termination upon non-submission of documents.

Yours sincerely,

Nagaraju Alla
(Authorized Signatory)

Accept and Agree:

Signature: Vani Baddi
Date:

Received copy
6/12/19

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Date: 05th December, 2019

Sravani Durga A,

With reference to your recent interview with us, we are pleased to make an offer of employment to you as **Trainee Software Engineer**. The Training period is of 8 working months (excluding the exam leaves) during which Rs.10,000 per month is paid as Salary. Post Training period and on successful completion of probationary period CTC of Rs. 2,00,000 p.a. is paid as Salary which includes Employer's Contribution of PF & ESI. You are also provided with an unpaid leave, maximum of 30 days which can be availed for exam preparation. Your roles and responsibilities will be given in detail in our appointment letter to be sent to you separately.

Following are the documents that should be submitted on the day of joining.

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3. Experience Certificates and Relieving Letter from the previous employer (if applicable)
4. Last Salary slip (if applicable)
5. Copy of entire passport
6. Identity Proof & Address Proof
7. 2 recent passport size color photographs
8. Two references (Name, Contact # & Address)

Please note that all the above documents have to be submitted at the time of your joining. Your employment is subject to termination upon non-submission of documents.

Yours sincerely,

Nagaraju Alla
(Authorized Signatory)

Accept and Agree:

Signature:
Date:

Received Copy
6/12/19

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Date: 05th December, 2019

K. Raja,

With reference to your recent interview with us, we are pleased to make an offer of employment to you as **Trainee Software Engineer**. The Training period is of 8 working months (excluding the exam leaves) during which Rs.10,000 per month is paid as Salary. Post Training period and on successful completion of probationary period CTC of Rs. 2,00,000 p.a. is paid as Salary which includes Employer's Contribution of PF & ESI. You are also provided with an unpaid leave, maximum of 30 days which can be availed for exam preparation. Your roles and responsibilities will be given in detail in our appointment letter to be sent to you separately.

Following are the documents that should be submitted on the day of joining.

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2. Educational Certificates
3. Experience Certificates and Relieving Letter from the previous employer (if applicable)
4. Last Salary slip (if applicable)
5. Copy of entire passport
6. Identity Proof & Address Proof
7. 2 recent passport size color photographs
8. Two references (Name, Contact # & Address)

Please note that all the above documents have to be submitted at the time of your joining. Your employment is subject to termination upon non-submission of documents.

Yours sincerely,

Nagaraju Alla
(Authorized Signatory)

Accept and Agree:

Signature: K. Raja
Date: 07/12/2019

Received copy

K. Raja
7/12/19

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Kakinada-533 001. (E.G. Dt.) A.P. Phone#-0884-2343532



Date: 05th December, 2019

Veera Venkata Siva Suresh P,

With reference to your recent interview with us, we are pleased to make an offer of employment to you as **Trainee Software Engineer**. The Training period is of 8 working months (excluding the exam leaves) during which Rs.10,000 per month is paid as Salary. Post Training period and on successful completion of probationary period CTC of **Rs. 2,00,000 p.a.** is paid as Salary which includes Employer's Contribution of PF & ESI. You are also provided with an unpaid leave, maximum of 30 days which can be availed for exam preparation. Your roles and responsibilities will be given in detail in our appointment letter to be sent to you separately.

Following are the documents that should be submitted on the day of joining.

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3. Experience Certificates and Relieving Letter from the previous employer (if applicable)
4. Last Salary slip (if applicable)
5. Copy of entire passport
6. Identity Proof & Address Proof
7. 2 recent passport size color photographs
8. Two references (Name, Contact # & Address)

Please note that all the above documents have to be submitted at the time of your joining. Your employment is subject to termination upon non-submission of documents.

Yours sincerely,

Nagaraju Alla
(Authorized Signatory)

Accept and Agree:

Signature:

Date: 07.12.2019

Received copy
P. V. V. S. Suresh P.
7-12-19

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Offer: Computer Consultancy
Ref: TCSL/DT20195311871/Hyderabad
Date: 13/09/2019

Ms. Lavanya Akhila Bandaru
68-10-28/A3Vidhyuth Nagar,
Near Ideal College,
Kakinada-533003,
Andhra Pradesh.
Tel# -

Dear Lavanya Akhila Bandaru,

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. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹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

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

PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

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

CITY ALLOWANCE

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

XPLORE/ LEARNING INCENTIVES

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

OTHER BENEFITS

Health Insurance Scheme

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



HIS offers the following benefits:

1. Basic Cover

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

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

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

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RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

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

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

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

2. Pre requisites for Joining

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

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3. Training Period

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

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

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

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

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

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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

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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

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

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

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

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

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external

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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

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

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

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation (if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

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

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documents

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

20. TCS Xperience Program

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

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

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

21. Letter of Appointment

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

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

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

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

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

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

TCS Careers ServiceLine: 1800 209 9111 Email: careers@tcs.com


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**Withdrawal of Offer**

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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

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

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GROSS SALARY SHEET

Annexure 1

Name	Lavanya Akhila Bandaru
Designation	Assistant System Engineer-Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	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
Xplore/ Learning Incentive****		Upto 60,000

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

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

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

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

Component Category	Monthly	Annual
House Rent Allowance	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

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Annexure 2

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

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Annexure 3

Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Associate's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines.

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

7. Restriction on Associate's Rights

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

8. No License

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



9. Equitable Rights

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

10. General

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

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

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

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



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

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



Offer: Computer Consultancy
Ref: TCSL/DT20195298739/Mumbai
Date: 25/02/2021

Mr. Muggulla Maniteja
66-10-11, S. Atchuthapuram, Narsanna Nagar, Budhha Vihar, Kakinada -4, East Godavari, Andhra Pradesh
Narsanna Nagar Near Budhha Vihar,
Kakinda-533004,
Andhra Pradesh.
Tel# 91-7989689466

Dear Muggulla Maniteja,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein.

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

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

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TATA CONSULTANCY SERVICES

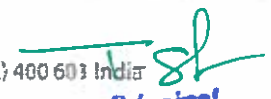
Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 603 India

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COMPENSATION AND BENEFITS

BASIC SALARY

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

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

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

2. Leave Travel Allowance

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

3. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

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

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

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

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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



RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

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

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

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

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are recommended to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve

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months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

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

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

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

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior

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written permission of TCSL.

9. Confidentiality Agreement

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

10. Service Agreement

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

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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

12. Terms and Conditions

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

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your

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Tata Consultancy Services Limited

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Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com

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

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

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day-to-day conduct as an associate of TCSL.

14. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

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

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

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

18. Background Check

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

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19. Submission of Documents

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

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

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

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

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

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- *Passport
- *NSR E-Card

20. TCS Xperience Program

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

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

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

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

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

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



24. Data Privacy Clause:

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

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

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

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

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

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

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**Withdrawal of Offer**

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



[Click here](#) or use a QR code scanner from your mobile to validate the offer letter

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

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GROSS SALARY SHEET

Annexure 1

Name	Muggulla Maniteja
Designation	Assistant System Engineer-Trainee
Institute Name	Ideal Institute Of Technology

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,877

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

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

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

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

Table 2: TCSL defined structure for BoB (All Components in INR)

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

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Annexure 2

Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES SEZ, Plot # 41, Gandhinagar - 382007	Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100, Karnataka
BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201309, UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House, G.S. Road, Dispur, Guwahati - 781006, Assam	Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Kakkanad, Kerala 682042	MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057, Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus, Kariyavattom P.O. Trivandrum - 695581, India	



Annexure 3

Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Associate's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines.

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

7. Restriction on Associate's Rights

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

8. No License

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

T-8h
Principal



9. Equitable Rights

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

10. General

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

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

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

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



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

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

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Primesoft Enterprise System Integrators Pvt. Ltd

STPI Incubation Center, First Floor, Collectorate Compound,
Kakinada-533 001. (E.G. Dt.) A.P. Phone#-0884-2343532



Date: 05th December, 2019

Vani Baddi,

With reference to your recent interview with us, we are pleased to make an offer of employment to you as **Trainee Software Engineer**. The Training period is of 8 working months (excluding the exam leaves) during which Rs.10,000 per month is paid as Salary. Post Training period and on successful completion of probationary period CTC of Rs. 2,00,000 p.a. is paid as Salary which includes Employer's Contribution of PF & ESI. You are also provided with an unpaid leave, maximum of 30 days which can be availed for exam preparation. Your roles and responsibilities will be given in detail in our appointment letter to be sent to you separately.

Following are the documents that should be submitted on the day of joining.

1. Original offer letter with your acceptance
2. Educational Certificates
3. Experience Certificates and Relieving Letter from the previous employer (if applicable)
4. Last Salary slip (if applicable)
5. Copy of entire passport
6. Identity Proof & Address Proof
7. 2 recent passport size color photographs
8. Two references (Name, Contact # & Address)

Please note that all the above documents have to be submitted at the time of your joining. Your employment is subject to termination upon non-submission of documents.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Nagaraju Alla".

Nagaraju Alla
(Authorized Signatory)

Accept and Agree:

Signature: _____
Date: _____

A handwritten signature in blue ink, appearing to read "I. S. S.". Below the signature is the word "Principal" in blue.
Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

HRD/3T/1002117639/21-22

Mr. V S S S M S ANJANI KANTH UPPULURI
3-99 , Near Vivekananda Public School
Madhura Nagar, Kakinada
Kakinada-533003
India

Ph: +91-8919961338

Dear V S S S M S ANJANI KANTH,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO**EVP and Head Human Resources - Infosys Limited**

Document certified by Richard Lobo
<richard_lobo@infosys.com>
Digitally signed by Richard Lobo
Date: 2021.06.28 11:46:56 IST
Reason: Digitally Signed
Location: Bangalore

INFOSYS LIMITED

CIN: L85110KA1981PLC013115

44, Infosys Avenue

Electronics City, Hosur Road

Bangalore 560 100, India

T 91 80 2852 0261

F 91 80 2852 0362

askus@infosys.com

www.infosys.com

HRD/1002117639/21-22

Mr. V S S S S M S ANJANI KANTH UPPULURI
3-99 , Near Vivekananda Public School
Madhura Nagar, Kakinada
Kakinada-533003
India

Ph: +91-8919961338

Dear V S S S S M S ANJANI KANTH,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer** .

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **26-Jul-2021**.

Location

Your location of training is **MYSORE, India** . The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

Training

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.

Probation and Confirmation

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, during probation. On confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Agreement

Our offer to you as **Systems Engineer** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month**. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 2021-22 will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company Intranet, based on your preferences and income tax plans

National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of INR 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of INR 62,00,000 of which INR 32,00,000 is covered towards natural death, and INR 30,00,000 towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of INR 250 and fixed monthly contribution of INR 250 .

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three month's notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice.

Background Checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in Offer Annexure for India.

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that Infosys requires you to furnish a copy of your passport at the time of joining. If you are unable to do so, the Company will initiate a criminal background check.

Other Terms and Conditions

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Infosys. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

Our offer to you as a **Systems Engineer** is conditional upon your having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified during the selection process. You should also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys. You will be required to produce all marks sheets and other relevant documents at the time of joining.

You will produce all marks sheets and other relevant documents. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the Intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure-III).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: _____, 20____

Sign your name

Print your full Name Location

Document certified by Richard Lobo
<richard_lobo@infosys.com>
Digitally signed by Richard Lobo
Date: 2021.06.28 11:48:58 IST
Reason: Digitally Signed
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

ANNEXURE - I
(Compensation during the Training)

COMPENSATION DETAILS
(All figures in INR per month)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	Mr. V S S S S M S ANJANI KANTH UPPULURI
ROLE	Systems Engineer
ROLE DESIGNATION	Systems Engineer Trainee
1. MONTHLY COMPONENTS	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
MONTHLY GROSS SALARY	22,328

2. ANNUAL COMPONENT			
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)			150

3. RETIRAL BENEFITS			
PROVIDENT FUND - 12% of Basic Salary			1,800
GRATUITY - 4.81% of Basic Salary*			722
FIXED GROSS SALARY (1+2+3)			25,000
TOTAL GROSS SALARY			25,000

OTHER BENEFITS

Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time

*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act


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ANNEXURE - II
(Compensation post Unit allocation)

COMPENSATION DETAILS
(All figures in INR per month)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. V S S S S M S ANJANI KANTH UPPULURI			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
1. MONTHLY COMPONENTS				
BASIC SALARY			15,000	
BASKET OF ALLOWANCES			4,478	
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)			2,850	
MONTHLY GROSS SALARY			22,328	
2. ANNUAL COMPONENT				
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)			150	
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of Basic Salary			1,800	
GRATUITY - 4.81% of Basic Salary*			722	
FIXED GROSS SALARY (1+2+3)			25,000	
4. INCENTIVE COMPONENTS				
	At an indicative Payout of 5%	At indicative Payout of 10%	At indicative Payout of 20%	
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	1,250	2,500	5,000	
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)			26,250	
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)			27,500	
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)			30,000	
OTHER BENEFITS				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time				
*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act				



Deloitte Consulting India Private Limited

Opposite to Meenakshi Tech park,
4th Floor, Survey No 41,
Gachibowli village,
Ranga Reddy, Hyderabad,
Telangana – 500032

Tel: +91 040 67621000
www.deloitte.com

08/17/2021

Ms. Kayala Santhi
D.no:1-78/1,near railway gate
Madhavapatnam, Kakinada,
Kakinada - 533005

Dear Kayala Santhi

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to inform you that we are extending an offer as an **Intern-Analyst** for a period of **One year** and we are excited with the prospect of you joining our organization on **September 06, 2021**. The **Deloitte U.S. India ("USI") Intern-Analyst Training** program is for a duration of **One year** beginning **September 06, 2021 to September 06, 2022**. At the end of this duration of **Intern-Analyst Training**, you may be confirmed with an offer of employment as an **Analyst**, subject to successful completion of the training and related performance requirements during your Internship training period, unless extended or terminated earlier by you or the Employer in writing in accordance with the terms of your employment, including the terms and conditions as detailed in **Annexure B**.

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

Your **Intern-Analyst** training with **Deloitte Consulting India Private Limited** (the "Employer" or "Company") will be located in **Hyderabad**.

During this period, you will be receive an Annual stipend of **Rs.250008/-**, divided and paid in twelve monthly instalments after due deductions of TDS. You will receive a joining bonus of **Rs.70,000/-** at the time of joining. On successful completion of training, you will be paid a training bonus of **Rs.75,000/-** along with your first salary as a confirmed employee as an **Analyst**. You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, subject to the applicable taxes, policies and practices of the Employer.

In addition, you will receive a one-time payment of **Rs.20,000/-** towards your travel and relocation assistance as applicable under the policies.

Your **Intern-Analyst** trainee period with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which

may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") require their personnel to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in Annexure B.

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

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

You will maintain confidentiality of the information you would have access to - both during and after the completion of the assignment.

Upon your reporting, you will be informed of your guide and program scope. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,
DocuSigned by:

Chandra Shekar Hegganur Shivaramu

9A506320A8BD44B...

Authorized Signatory


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VIDYUTNAGAR, KAKINADA

Acceptance

**I, Kayala Santhi , hereby accept the terms and conditions of this Intern-Analyst offer. Please sign and date
your Acceptance**

Signature

Date


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CONFIRMATION PAGE

The undersigned hereby confirms that he/she has signed and accepted the **Annexure B, Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Agreement")** in consideration of his/her Intern-Analyst training with Deloitte **Deloitte Consulting India Private Limited** subject to the following:

- The Agreement terms shall continue to be valid during the program engagement with Deloitte and shall survive post-employment.
- The conditions relating to Retirement Age and Leaves as mentioned in the Terms of Service shall not apply.
- Your notice period will be 30 days.
- Any reference to "Employment" in the Agreement shall mean "Intern-Analyst Training program". The program does not create employment related obligations for the Employer or the Employee.
- Any reference to "Employer" in the Agreement shall mean "Company".
- Any reference to myself as an "Employee" in the Agreement shall mean "Intern-Analyst". The program does not create employee-employer relationship.
- Any reference to "Employment Agreement" in the Agreement shall mean "Intern-Analyst Training Agreement".

Signed and Accepted

Kayala Santhi

Date: _____


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CONFIDENTIALITY AND WAIVER AGREEMENT

This Confidentiality and Waiver Agreement (the "Agreement") is effective as of September 06, 2021 ("Effective Date") is by and between:

Deloitte Consulting India Private Limited having its registered office at Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad – 500 032 (referred to as "Company") Kayala Santhi, residing at Kakinada' (referred to as "Recipient") hereby agree as follows:

1. The Recipient has applied to the Company for an Intern-Analyst Trainee Program with the Company (referred to as "Internship"). The Company has accepted the application of the Recipient for Intern-Analyst Trainee at the Company's premises from September 06, 2021 to September 06, 2022.
2. The Recipient will comply with all rules, regulations, guidelines, policies and practices of the Company, which may be amended from time to time.
3. In consideration of the Recipient's participation in the Intern-Analyst Trainee program, the Recipient, for himself/ herself and their heirs, executors, administrators, representatives, assigns and successors in interest (hereinafter collectively "successors") forever waive and release the Company, its affiliates, Deloitte LLP and its subsidiaries, affiliates and related entities, Deloitte Touche Tohmatsu Limited ("DTTL") and any and all DTTL associate and member firms, all their respective, past, present and future parent companies, subsidiaries, officers, directors, employees, members, partners, principals, successors, transferees and assigns (collectively "Released Parties") from any and all claims, causes of action, liabilities, obligations, damages, losses, demands, judgments, costs and expenses, of every kind, nature or form, including, without limitation, attorney's fees, whether in contract, statute, tort (such as negligence) or otherwise, relating to, arising from or in any way, directly or indirectly, connected to, or arising out of the Recipient's participation in or association with the Intern-Analyst Trainee program, including any travel to or return from the Internship at the Company's premises.
4. The Company may disclose to the Recipient certain confidential, proprietary or non-public business information and/or trade secrets, which may also include information, materials, and ideas of or about the Company, its affiliates, related entities of Deloitte U.S. Entities, DTTL and its network of member firms or their affiliates, or clients, vendors, licensors or other persons, which materials, information or ideas are not generally known to the public, including, without limitation, discussion, presentation, materials, information or ideas relating to business plans, operations, products, services, methods, procedures, clients or prospective clients, equipment, or systems, whether in written, oral or any other form and also includes personally identifiable information about employees (including name, address, date of birth, photographs, government identifiers like PAN, license etc.) (referred to as the "Confidential Information") from the Effective Date onwards.
5. From the Effective Date onwards, Recipient shall not disclose such Confidential Information and shall hold it in trust for the sole benefit of the Company. Any other details provided to or otherwise made available to the Recipient by the Company or otherwise obtained or learnt by the Recipient are


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also covered under this Agreement and is to be treated as Confidential Information.

6. From the Effective Date onwards in relation to Confidential Information, Recipient agrees that:

- I. Recipient shall not disclose the Confidential Information to anyone;
- II. Recipient shall not copy or reproduce, in whole or in part, any Confidential Information without prior written authorization of the Company; and
- III. Recipient shall promptly return or, with Company's prior written approval, destroy all Confidential Information and copies thereof.

7. Recipient acknowledges that the Confidential Information has tangible value and contains personal and proprietary information and that the Company will suffer irreparable damage for which money damages will not be a sufficient remedy in the event of a breach of any provision of this Agreement. The Company shall be entitled to specific performance and injunctive relief as remedies for any breach or threatened breach of any provision of this Agreement and such remedies shall not be deemed to be exclusive remedies for such breach or threatened breach by Recipient, but shall be in addition to all other remedies available to the Company at law or in equity.

8. Recipient shall indemnify and hold harmless the Company, and their respective partners, principals and employees from and against any and all claims, obligations, losses, injuries, damages, reasonable costs and reasonable expenses (including, without limitation, reasonable attorneys' fees) incurred or suffered by reason of any breach by Recipient of any of the provisions of this Agreement.

9. Waivers and Amendments

(i) No delay or omission by any party in enforcing its rights or remedies hereunder shall impair such right or remedy or be deemed to be a waiver thereof.

(ii) No amendment or waiver shall be valid unless in writing and signed by both parties.

10. This Agreement shall be governed by the laws of India.

IN WITNESS WHEREOF, the Company and Recipient have caused this Agreement to be executed by their duly authorized representatives effective as of the date first above written.

Deloitte Consulting India Private Limited	Kayala Santhi Date Place: Kakinada`
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Deloitte.

Kayala Santhi

Hyderabad

Annexure B

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

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

PRELIMINARY MATTERS

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

PROTECTION OF OUR BUSINESS

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


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

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

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

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

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

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

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

10. **Ownership of Works.**

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

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

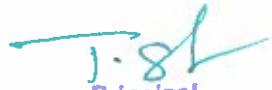
c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property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

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

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

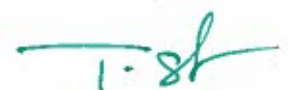
d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph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

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


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

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


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

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

OTHER POST-EMPLOYMENT OBLIGATIONS

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

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

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



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

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

MISCELLANEOUS

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


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

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



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

For Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Effective as of **September 06, 2021**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Signature

Name



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EXHIBIT A

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

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

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

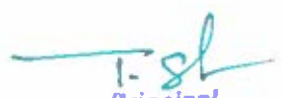
Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information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

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

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

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

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


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

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

Independence – National Office (Independence) of Deloitte LLP.

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

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

PCAOB – the United States Public Company Accounting Oversight Board.

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

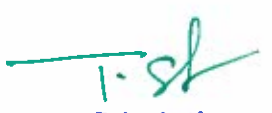
Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

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

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

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

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


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

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

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

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

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

EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

[none, unless otherwise specified]

ACCEPTED AND AGREED TO:
DELOITTE CONSULTING INDIA PRIVATE LIMITED



OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Date

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


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EXHIBIT C

Proceedings

[none, unless otherwise specified]

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

Signature

Name

Date

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EXHIBIT D

Exceptions to Post-Employment Restrictions: re: Clients

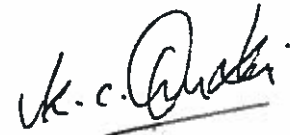
[none, unless otherwise specified]

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

Name of Client

Specified Kind of Services(s) Permitted

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

I have read and understood the above policy terms.

Signature

Name

Date

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


Principal

IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Terms and Conditions of Service

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

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

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

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

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

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

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

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



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

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

3. HARRASSMENT POLICY

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

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

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

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

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

5. RETIREMENT AGE

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

6. TRANSFERS

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

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is 30 Days by either side and/or salary in lieu of notice period on part of the Employer only.

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

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


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

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

8. MISCONDUCT

Misconduct may include but is not limited to:

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


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

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

Effective as of **September 06, 2021**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signature

Name



Offer: Computer Consultancy
Ref: TCSL/DT20195312642/Chennai
Date: 15/11/2021

Ms. Neeharika Doolam
5-180/1 Teachers Colony,
Pratap Nagar,
Kakinada-533004,
Andhra Pradesh.
Tel# 91-9603217090

Dear Neeharika Doolam,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein.

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

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

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

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

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COMPENSATION AND BENEFITS

BASIC SALARY

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

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

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

2. Leave Travel Allowance

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

3. Food Card

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

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PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

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

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

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

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

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RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

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

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

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

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are recommended to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve

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months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

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

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

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

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior

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Registered Office Nirmal Building, 5th Floor, Nariman Point, Mumbai 400 011

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written permission of TCSL.

9. Confidentiality Agreement

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

10. Service Agreement

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

11. Work in SBWS mode

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

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

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to

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serve TCSL as per the Notice Period clause mentioned below.

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

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

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

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

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

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

16. Retirement

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

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

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18. Employment of Non Indian Citizens

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

19. Background Check

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

20. Submission of Documents

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

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

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

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9

TATA CONSULTANCY SERVICES

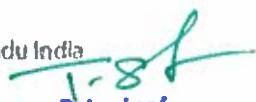
Tata Consultancy Services Limited

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

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

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

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


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- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

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

The original documents will be returned to you after verification.

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

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

21. TCS Xperience Program

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

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

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

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

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

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24. Compliance to all clauses

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

25. Data Privacy Clause:

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

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

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

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

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

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

**Withdrawal of Offer**

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



[Click here](#) or use a QR code scanner from your mobile to validate the offer letter

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

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GROSS SALARY SHEET

Annexure 1

Name	Neeharika Doolam
Designation	Assistant System Engineer-Trainee
Institute Name	Ideal Institute Of Technology

Table 1: Compensation Details (All Components in INR)

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

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

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

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

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

Table 2: TCSL defined structure for BoB (All Components in INR)

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

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

415/21-22, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu, India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.its.com
Registered Office: Nirma Building, 6th Floor, Narayan Point, Mumbai 400 021
105 Campus, Servicing line: 1800 306 4311 Email: career@its.com



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Associate's Obligations

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

3. Intellectual Property Rights

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

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TCS Careers Service Line: 1 800 209 3311 E-mail: careers@tcs.com


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4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines.

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

7. Working in SBWS Framework:

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

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

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

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



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

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

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

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

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

8. Restriction on Associate's Rights

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

9. No License

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

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10. Equitable Rights

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

11. General

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

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

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

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



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

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

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janaki sreeram <sreeram453@gmail.com>

Fwd: Letter of Intent - Satya Tadi - Ref. No.: 9240320

1 message

Satya Bhanu Tadi <satyabhanu1999@gmail.com>
To: sreeram453@gmail.com

Sun, Nov 14, 2021 at 5:43 PM

Hello Sir,

I am Satya Bhanu, completed my graduation in ECE in the year 2020 and currently working in Wipro and forwarding the offer letter for the same.

Thanks,
Satya.

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

From: <careers@wipro.com>
Date: Thu, Feb 20, 2020, 19:43
Subject: Letter of Intent - Satya Tadi - Ref. No.: 9240320
To: <satyabhanu1999@gmail.com>
Cc: <manager.campus@wipro.com>

Campus - Letter Of Intent

February 20, 2020

Dear Satya Tadi,

Based on our discussions with you, we would like to inform you of our intent to offer you the role of Project Engineer which will be in the Career Band TRB-II of the organization.

The salary stack for this role is detailed below. Do reach out to us should you have any clarifications.

Component	Amount (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan(WBP)	4,849
Total Fixed Cash	24,688
PF (Employer Contribution)	1,800
Gratuity (5.31 % of Basic)	620
Total Fixed Compensation	27,108
Other Compensation Benefits	
Health benefit(Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	29,167
Total Cost to Company per annum	3,50,004

Kindly note this letter of intent, if accepted, shall be followed by a letter of appointment from us.

Please confirm your interest to receive the offer of appointment by accepting the contents of this communication within 15 calendar days. Your communication of interest is a precondition to the issuance of the offer of appointment.

Please login to your Candidate Desktop to Accept or Decline the offer.

Yours sincerely,

For Wipro Limited
Sunil Kalachar
General Manager - Global Campus Head

The information contained in this electronic message and any attachments to this message are intended for the exclusive use of the addressee(s) and may contain proprietary, confidential or privileged information. If you are not the intended recipient, you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately and destroy all copies of this message and any attachments. WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The company accepts no liability for any damage caused by any virus transmitted by this email. www.wipro.com


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Vidyutnagar, KAKINADA

Ref: 795359/1887359/ELTP

31-MAY-2021

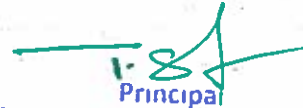
Ms. Meghana Angara
Kakinada (Ap) - 533006
Mobile: 7989375989

Subject: Offer of Appointment

Dear Ms. Meghana Angara

It is our pleasure to welcome you to Tech Mahindra Limited.

1. Basis successful completion of your internship, we are pleased to offer you an appointment in our organization as Associate Software Engineer at Band 'U' and Sub Band 'U1' under ELTP Scheme.
2. You will be on probation for a period of 3 months from the date of joining the Company. In case your performance is not found satisfactory during the period of probation, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu of notice.
3. Unless informed in writing of the extension of your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon successful completion of probation period and satisfactory performance on the job.
4. Your remuneration while on probation has been detailed in Annexure A. Upon confirmation, your 'Annual Total Cash Compensation' will be Indian Rupees 3,25,000 (Rupees Three Lac Twenty Five Thousand Only). Please refer Annexure B for details on the compensation and statutory deductions.
5. Your remuneration package is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
6. This offer is valid subject to your fulfilling the following:-
 - The academic criteria of minimum aggregate of 60% or as communicated to you at the time of interview;
 - Meeting the set eligibility criteria at the end of your academic course
 - Meeting eligibility criteria for any Company organized training imparted prior to your date of joining and
 - Submission of all necessary legal documentation pertaining to your employment.

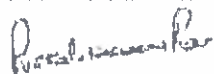

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7. You are required to sign a service bond (Draft at Annexure J) with our organization for a sum of Indian Rupees 1,00,000/- (Rupees One Lakh Only). As per the bond you will be required to serve the Company for a minimum period of 2 years from the date of your joining. In case you fail to submit the service bond on the date of joining or such other extended timeline informed to you, the Company reserves the right to terminate your employment by giving a seven days' written notice to you. In case you are not posted at your home town, you are entitled to a one-time settlement allowance not exceeding INR15,000/- (Rupees Fifteen Thousand Only) towards travel & movement of baggage, initial hotel accommodation and deposit for residential accommodation at the place of initial training and subsequent posting on production of relevant receipts / base agreement. The Company shall recover the resettlement allowance in case of cessation of service within 2 year from date of joining. Subsequent to your initial training if you are posted outside your training location you are eligible to claim the travel expenses only as per the travel policy of the Company.
8. Your employment with us will be governed by terms and conditions as specified in Annexure C.
9. You are required to join on **01-JUN-2021** at the address mentioned in the below Paragraph for training. This Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing. The location of posting would be communicated to you upon successful completion of training.
10. You are requested to report to Parminder Kaur at 9:00 AM to complete the joining formalities at **TECH MAHINDRA LTD, TMLW, PLOT NO. 22 - 25 & 27 TO 34, HITECH CITY LAYOUT, MADHAPUR, RANGA REDDY DISTT, TELANGANA 500081**. At the time of joining, you are expected to carry originals of the documents as per Annexure D and to submit the copies of the same to the HR Team.
11. Please note that this Offer is subject to your background check report being found without any discrepancy either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.
12. Kindly confirm your acceptance of this offer of appointment to **campusjoining@techmahindra.com** by **01-JUN-2021**.

For Tech Mahindra Limited



Venkat Paturi

Head - Resource Management Group

Encl: Annexure-A & B(Salary Structure, Annexure-C Important / Indicative Terms & Conditions of Employment, Annexure-D Check List of Documents, Annexure-E Confidentiality Agreement, Annexure-F Medical Self Declaration, Annexure G Intellectual property Assignment, Annexure-H ? General Covenant, Annexure - I Acknowledgement, Annexure J Indemnity bond

Date:

Signature:

Meghana Angara

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

Date:31-Aug-2021

**Satyanjali Pilli
C10031175**

Kakinada,Andhrapradesh

9949721743

Dear Satyanjali Pilli,

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

Job Profile - Application Development Associate

Management Level - 12

Job Family Group- Software Engineering



Please refer to:

- Annexure I for the compensation and benefits details
- Annexure II for the documentation to be submitted by you
- Terms of Employment

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

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: f262ede3-754a-4594-88e5-6fa78247c43c_1
Signed By: Mahesh Vasudeo Zurale


Principal
IDEAL INSTITUTE OF TECHNOLOGY
Vidyutnagar, KAKINADA.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

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

Pre-Onboard Learning Module: To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called - Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below:

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 60% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.



After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timeframes, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 60% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

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

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

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the signed copy of this offer letter and Terms of Employment.

After accepting this offer, we encourage you visit Countdown to the Company

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

In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to:

<https://indiacampus.accenture.com/candidate>

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

Yours sincerely,

ACKNOWLEDGED AND AGREED:



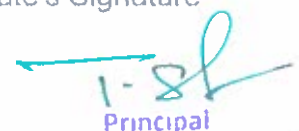
Mahesh Vasudeo Zurale

Senior Managing Director

Lead, Advanced Technology Center, India

[Insert full legal name]

candidate's Signature



Principal

IDEAL INSTITUTE OF TECHNOLOGY
Vidvutnagar, KAKINADA

ANNEXURE 1

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	383000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32500
Maximum Annual Total earning potential (A+B)	415500
Joining Bonus (Refer to the Section C)	25,000
(D) Additional Benefits	
Gratuity as per law [#]	9500
Insurance Premium(notional value)	
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	450000

(A) Annual Fixed Compensation

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

(B) Local Variable Bonus (LVB)

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

(C) Joining Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

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

Note: For International Worker Only*

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

* As defined by applicable law from time to time.

Benefits applicable for current Company financial year:

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

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

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

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

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

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

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

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

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

ANNEXURE II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG).
3. Original provisional degree certificate or convocation degree certificate.
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificates.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others.
Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.

WOOSU**WOOSU AUTOMOTIVE INDIA PVT LTD**

**No.130, Narasingapuram Village, Thiruvallur Taluk,
Thiruvallur District - Pin 631 402. Tamil Nadu**

To : Mr. M R Padmanabham

Date 12/10/2019

Sub: Provisional Offer Letter for the post of Graduate Apprentice Trainee

1. We are pleased to inform you that you have been provisionally selected as 'Graduate Apprentice Trainee' in our Organization situated at the following address.

**Woosu Automotive India Pvt Ltd
No.130, Narasingapuram Village, Thiruvallur Taluk,
Thiruvallur District - Pin 631 402. Tamil Nadu
Contact Nos. 7338734941/9962284320/7338959752**

2. Your Training will be starting in the month of Jun 2020. You have to be present at the above address on or before 10/06/2020. Your initial training will be for the period of one year and it may be extended, on need basis, at the discretion of the Management.

3. Your stipend and other details for which you are eligible are appended below :-

Stipend	:	Rs. 11,640/- pm
Attendance Bonus	:	Rs. 400/- pm
Overtime Allowance	:	Extra amount than your stipend
Night Shift Allowance		
Canteen Facilities (Three times Free Food)		
Transport for pick up and drop		
Uniform, Safety Shoes etc.,		
Ayudha Pooja Gift		
Medical Insurance		

4. You need to bring the following Certificates/documents (Original and Xerox copies) at the time of joining, without fail :

Educational and Qualification Certificates
Proof of date of birth (Issued by the Government)
Aadhar Card
PAN Card.
Six latest passport size photographs (with white background)
Medical Fitness Certificate issued by the Authorized Medical Practitioner

"Wishing You All the Best"

Regards,

For Woosu Automotive India Pvt Ltd


(P Mohan Gandhi)
Senior Manager HR & Admin


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

WOOSU**WOOSU AUTOMOTIVE INDIA PVT LTD**

No.130, Narasingapuram Village, Thiruvallur Taluk,
Thiruvallur District - Pin 631 402. Tamil Nadu

To : Mr. P Sai Girish

Date 12/01/2019

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Regards,

For Woosu Automotive India Pvt Ltd


(P Mohan Gandhi)
Senior Manager HR & Admin


Principal
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WOOSU**WOOSU AUTOMOTIVE INDIA PVT LTD**

No.130, Narasingapuram Village, Thiruvallur Taluk,
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To : Mr. D Karish

Date 13/01/2019

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Regards,

For Woosu Automotive India Pvt Ltd


(P Mohan Gandhi)

Senior Manager HR & Admin


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IDEAL INSTITUTE OF TECHNOLOGY
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WOOSU**WOOSU AUTOMOTIVE INDIA PVT LTD**

No.130, Narasingapuram Village, Thiruvallur Taluk,
Thiruvallur District - Pin 631 402. Tamil Nadu

To : Mr. E Suresh

Date 13/01/2020

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2. Your Training will be starting in the month of July 2020. You have to be present at the above address on or before 10/07/2020. Your initial training will be for the period of one year and it may be extended, on need basis, at the discretion of the Management.

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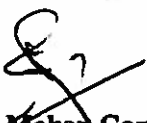
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Regards,

For Woosu Automotive India Pvt Ltd


(P. Mohan Gandhi)
Senior Manager HR & Admin


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

WOOSU**WOOSU AUTOMOTIVE INDIA PVT LTD**

No.130, Narasingapuram Village, Thiruvallur Taluk,
Thiruvallur District - Pin 631 402. Tamil Nadu

To : Mr. K.S Rama Krishna

Date 13/10/2019

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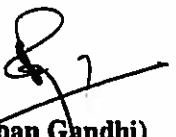
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WOOSU**WOOSU AUTOMOTIVE INDIA PVT LTD**

No.130, Narasingapuram Village, Thiruvallur Taluk,
Thiruvallur District - Pin 631 402. Tamil Nadu

To : Ms. C SaisushmaDate 12/01/2020**Sub: Provisional Offer Letter for the post of Graduate Apprentice Trainee**

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For Woosu Automotive India Pvt Ltd


(P Mohan Gandhi)
Senior Manager HR & Admin


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WOOSU AUTOMOTIVE INDIA PVT LTD

No.130, Narasingapuram Village, Thiruvallur Taluk,
Thiruvallur District - Pin 631 402. Tamil Nadu

To : Ms. Satya Dhara Padi

Date 13/10/2019

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WOOSU AUTOMOTIVE INDIA PVT LTD

No.130, Narasingapuram Village, Thiruvallur Taluk,
Thiruvallur District - Pin 631 402. Tamil Nadu

To : Mr. TV Siva Ram Teja

Date 12/01/15

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Contact Nos. 7338734941/9962284320/7338959752

2. Your Training will be starting in the month of Aug 2020. You have to be present at the above address on or before 10/08/2020. Your initial training will be for the period of one year and it may be extended, on need basis, at the discretion of the Management.

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VIDYUTNAGAR, KAKINADA



WOOSU AUTOMOTIVE INDIA PVT LTD

No.130, Narasingapuram Village, Thiruvallur Taluk,
Thiruvallur District - Pin 631 402. Tamil Nadu

To : Mr. B Siva Kalyan

Date 12/10/2019

Sub: Provisional Offer Letter for the post of Graduate Apprentice Trainee

1. We are pleased to inform you that you have been provisionally selected as 'Graduate Apprentice Trainee' in our Organization situated at the following address.

Woosu Automotive India Pvt Ltd
No.130, Narasingapuram Village, Thiruvallur Taluk,
Thiruvallur District - Pin 631 402. Tamil Nadu
Contact Nos. 7338734941/9962284320/7338959752

2. Your Training will be starting in the month of Aug 2020. You have to be present at the above address on or before 10/09/2020. Your initial training will be for the period of one year and it may be extended, on need basis, at the discretion of the Management.

3. Your stipend and other details for which you are eligible are appended below :-

Stipend	:	Rs. 11,640/- pm
Attendance Bonus	:	Rs. 400/- pm
Overtime Allowance	:	Extra amount than your stipend
Night Shift Allowance		
Canteen Facilities (Three times Free Food)		
Transport for pick up and drop		
Uniform, Safety Shoes etc.,		
Ayudha Pooja Gift		
Medical Insurance		

4. You need to bring the following Certificates/documents (Original and Xerox copies) at the time of joining, without fail :

Educational and Qualification Certificates
Proof of date of birth (Issued by the Government)
Aadhar Card
PAN Card.
Six latest passport size photographs (with white background)
Medical Fitness Certificate issued by the Authorized Medical Practitioner

"Wishing You All the Best"

Regards,

For Woosu Automotive India Pvt Ltd


(P Mohan Gandhi)
Senior Manager HR & Admin


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA

OFFER LETTER

To: **GOKUL VADA RAMA**

Date: **13.10.19**

We have great pleasure in offering you for the position of GAT (Graduate Apprentice Trainee) in our company.

Salary details:

Designation	: Graduate Apprentice Trainee (GAT)
Stipend & perks	: Rs. 12,500/- per month
Over Time	: Available Extra Salary
E S I Deduction part	: Applicable (1% on Gross Salary)
C T C	: 1.80 Lakh per Annum
Facilities provided	: Subsidized Food, ESI, over time Food, Festival Ex-gratia, Ayutha Pooja Gift.

As discussed, you are requested to join on August 2020 based on offer letter.
The formal appointment letter will be issued to you on your joining our organization.

Please bring with you the following documents:

Attested Copy of Educational certificates.
PAN Card
Proof of date of birth (Government Certificate)
Two latest passport size photographs
Medical Fitness Certificate
I.D. Proof
Address Proof
Safety shoes own scope.


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

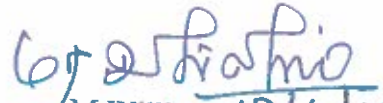
Terms and Conditions:

1. You must work for 2 years compulsory in shop floor operations. If you like to relieve from service after 1 year, we will issue (GET) Graduate Engineer Trainee experience certificate and on 2 years completion, you will be given an experience certificate of Jr. Engineer.
2. At the time of joining the duty, you should submit all your original certificates to HR Department compulsory for verification, Accommodation will be yours Scope.
3. Kindly inform the date of joining before 7 days through the authorized person from college.
4. You should obey the rules and regulation of the company.
5. If you are not work for less than 1 year, the management shall not issue service certificate.
6. Initial training period is for seven days (which does not carry stipend)
7. After the successful completion of training period, salary will be given as per company norms.
8. We have got the approval from BOAT Board of apprentices training scheme for 12 months.
9. Who can interested to join the BOAT training scheme you must registered through online BOAT portal and submit the ID number to HR department.
10. If you have any further assistance kindly you may contact to HR department at the time of joining.

***** Welcome onboard*****


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

For WONJIN Auto parts India Pvt. Ltd.,


M. William. 13/10/19
Manager - HR & Admin



WONJIN AUTOPARTS INDIA PVT. LTD.

ONEGENE

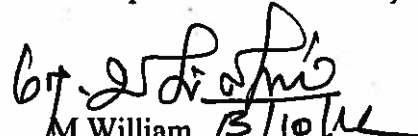
Terms and Conditions:

Plot No. A1 K
CMDA Industrial Complex,
Maraimalai Nagar - 603 209.
Tel : 91 - 44 - 4740 4400
Fax : 044 - 4740 0142
E-mail : hr@onegeneindia.in

1. You must work for 2 years compulsory in shop floor operations. If you are relieved from service after 1 year, we will issue (GET) Graduate Engineer Trainee experience certificate and on 2 years completion, you will be given an experience certificate of Jr. Engineer.
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9. Who can interested to join the BOAT training scheme you must registered through online BOAT portal and submit the ID number to HR department.
10. If you have any further assistance kindly you may contact to HR department at the time of joining.

*** Welcome onboard***

For WONJIN Auto parts India Pvt. Ltd.,


M William. B.T. 10/11/11
Manager - HR & Admin


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Terms and Conditions:

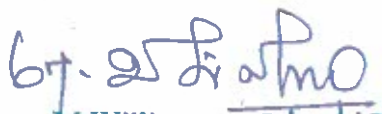
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3. Kindly inform the date of joining before 7 days through the authorized person from college.
4. You should obey the rules and regulation of the company.
5. If you are not work for less than 1 year, the management shall not issue service certificate.
6. Initial training period is for seven days (which does not carry stipend)
7. After the successful completion of training period, salary will be given as per company norms.
8. We have got the approval from BOAT Board of apprentices training scheme for 12 months.
9. Who can interested to join the BOAT training scheme you must registered through online BOAT portal and submit the ID number to HR department.
10. If you have any further assistance kindly you may contact to HR department at the time of joining.

***** Welcome onboard*****

For WONJIN Auto parts India Pvt. Ltd.,



Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA



M. William. 13/10/19
Manager - HR & Admin

OFFER LETTER

To: **ANISETTI NAYEN DAYA SAGAR**

Date: **13.10.2019**

We have great pleasure in offering you for the position of GAT (Graduate Apprentice Trainee) in our company.

Salary details:

Designation	: Graduate Apprentice Trainee (GAT)
Stipend & perks	: Rs. 12,500/- per month
Over Time	: Available Extra Salary
E S I Deduction part	: Applicable (1% on Gross Salary)
C T C	: 1.80 Lakh per Annum
Facilities provided	: Subsidized Food, ESI, over time Food, Festival Ex-gratia, Ayutha Pooja Gift.

As discussed, you are requested to join on JUNE-2020 based on offer letter.

The formal appointment letter will be issued to you on your joining our organization.

Please bring with you the following documents:

Attested Copy of Educational certificates.
PAN Card
Proof of date of birth (Government Certificate)
Two latest passport size photographs
Medical Fitness Certificate
I.D. Proof
Address Proof
Safety shoes own scope.


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Terms and Conditions:

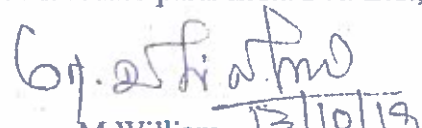
1. You must work for 2 years compulsory in shop floor operations. If you like to relieve from service after 1 year, we will issue (GET) Graduate Engineer Trainee experience certificate and on 2 years completion, you will be given an experience certificate of Jr. Engineer.
2. At the time of joining the duty, you should submit all your original certificates to HR Department compulsory for verification, Accommodation will be yours Scope.
3. Kindly inform the date of joining before 7 days through the authorized person from college.
4. You should obey the rules and regulation of the company.
5. If you are not work for less than 1 year, the management shall not issue service certificate.
6. Initial training period is for seven days (which does not carry stipend)
7. After the successful completion of training period, salary will be given as per company norms.
8. We have got the approval from BOAT Board of apprentices training scheme for 12 months.
9. Who can interested to join the BOAT training scheme you must registered through online BOAT portal and submit the ID number to HR department.
10. If you have any further assistance kindly you may contact to HR department at the time of joining.

***** Welcome onboard*****

For WONJIN Auto parts India Pvt. Ltd.,



Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA



M. William.
Manager – HR & Admin

OFFER LETTER

To: **VOLETI KAMESWARA RAO**

Date: **13.10.2019**

We have great pleasure in offering you for the position of GAT (Graduate Apprentice Trainee) in our company.

Salary details:

Designation	: Graduate Apprentice Trainee (GAT)
Stipend & perks	: Rs. 12,500/- per month
Over Time	: Available Extra Salary
E S I Deduction part	: Applicable (1% on Gross Salary)
C T C	: 1.80 Lakh per Annum
Facilities provided	: Subsidized Food, ESI, over time Food, Festival Ex-gratia, Ayutha Pooja Gift.

As discussed, you are requested to join on July-2020 based on offer letter.
The formal appointment letter will be issued to you on your joining our organization.

Please bring with you the following documents:

Attested Copy of Educational certificates.
PAN Card
Proof of date of birth (Government Certificate)
Two latest passport size photographs
Medical Fitness Certificate
I.D. Proof
Address Proof
Safety shoes own scope.


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

OFFER LETTER

TO: **BADDHI VANI**

13.10.2019

We have great pleasure in offering you for the position of GAT (Graduate Apprentice Trainee) in our company.

Salary Details:

Designation	: Graduate Apprentice Trainee (GAT)
Stipend	: Stipend Take home of Rs. 10, 000/- per month.
Attendance Incentive	: Rs.1000/- per month. (Without Leave).
Over Time	: Available.
Special Process Allowances	: Washing, Heating, and Flux allowance Rs 1,500
CTC	: 1,65,000/- per year.
E S I Deduction part	: Applicable (1.75 % on Gross Salary)
Facilities provided	: Subsidized Food, ESI, over time Food,

Festival Ex-gratia, Ayutha Pooja Gift.

As discussed, you are requested to join on JUNE - 2020 based on offer letter.
The formal appointment letter will be issued to you on your joining our organization.

Please bring with you the following documents:

Attested Copy of Educational certificates.
PAN Card.
Proof of date of birth. (Government Certificate)
Two latest passport size photographs.
Medical Fitness Certificate.
I.D.Proof.
Address Proof.


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

OFFER LETTER

To:

JANGAM RAMESH

Date: 13.10.2019

We have great pleasure in offering you for the position of GAT (Graduate Apprentice Trainee) in our company.

Salary details:

Designation	: Graduate Apprentice Trainee (GAT)
Stipend & perks	: Rs. 12,500/- per month
Over Time	: Available Extra Salary
E S I Deduction part	: Applicable (1% on Gross Salary)
C T C	: 1.80 Lakh per Annum
Facilities provided	: Subsidized Food, ESI, over time Food, Festival Ex-gratia, Ayutha Pooja Gift.

As discussed, you are requested to join on Sep-2020 based on offer letter.
The formal appointment letter will be issued to you on your joining our organization.

Please bring with you the following documents:

Attested Copy of Educational certificates.
PAN Card
Proof of date of birth (Government Certificate)
Two latest passport size photographs
Medical Fitness Certificate
I.D. Proof
Address Proof
Safety shoes own scope.


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA



WONJIN AUTOPARTS INDIA PVT. LTD.

ONEGENE
The First One

Terms and Conditions:

Plot No. A1 K
CMDA Industrial Complex,
Maraimalai Nagar - 603 209.
Tel : 91 - 44 - 4740 4400
Fax : 044 - 4740 0142
E-mail : hr@onegeneindia.in

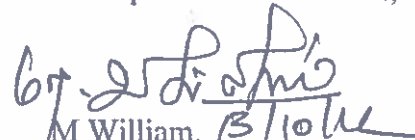
1. You must work for 2 years compulsory in shop floor operations. If you relieve from service after 1 year, we will issue (GET) Graduate Engineer Trainee experience certificate and on 2 years completion, you will be given an experience certificate of Jr. Engineer.
2. At the time of joining the duty, you should submit all your original certificates to HR Department compulsory for verification, Accommodation will be yours Scope.
3. Kindly inform the date of joining before 7 days through the authorized person from college.
4. You should obey the rules and regulation of the company.
5. If you are not work for less than 1 year, the management shall not issue service certificate.
6. Initial training period is for seven days (which does not carry stipend)
7. After the successful completion of training period, salary will be given as per company norms.
8. We have got the approval from BOAT Board of apprentices training scheme for 12 months.
9. Who can interested to join the BOAT training scheme you must registered through online BOAT portal and submit the ID number to HR department.
10. If you have any further assistance kindly you may contact to HR department at the time of joining.

*** Welcome onboard***

For WONJIN Auto parts India Pvt. Ltd.,


Principal

IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA


M. William. 13/10/16
Manager - HR & Admin



WONJIN AUTOPARTS INDIA PVT. LTD.

Plot No. A1 K
CMDA Industrial Complex,
Maraimalai Nagar - 603 209.
Tel : 91 - 44 - 4740 4400
Fax : 044 - 4740 0142
e-mail : hr@onegeneindia.in

OFFER LETTER

To: **VOLETI KAMESWARA RAO**

Date: **13.10.2019**

We have great pleasure in offering you for the position of GAT (Graduate Apprentice Trainee) in our company.

Salary details:

Designation	: Graduate Apprentice Trainee (GAT)
Stipend & perks	: Rs. 12,500/- per month
Over Time	: Available Extra Salary
E S I Deduction part	: Applicable (1% on Gross Salary)
C T C	: 1.80 Lakh per Annum
Facilities provided	: Subsidized Food, ESI, over time Food, Festival Ex-gratia, Ayutha Pooja Gift.

As discussed, you are requested to join on July -2020 based on offer letter.
The formal appointment letter will be issued to you on your joining our organization.

Please bring with you the following documents:

Attested Copy of Educational certificates.
PAN Card
Proof of date of birth (Government Certificate)
Two latest passport size photographs
Medical Fitness Certificate
I.D. Proof
Address Proof
Safety shoes own scope.


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTRAGAR, KAKINADA

Terms and Conditions:

1. You must work for 2 years compulsory in shop floor operations. If you like to relieve from service after 1 year, we will issue (GET) Graduate Engineer Trainee experience certificate and on 2 years completion, you will be given an experience certificate of Jr. Engineer.
2. At the time of joining the duty, you should submit all your original certificates to HR Department compulsory for verification, Accommodation will be yours Scope.
3. Kindly inform the date of joining before 7 days through the authorized person from college.
4. You should obey the rules and regulation of the company.
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6. Initial training period is for seven days (which does not carry stipend)
7. After the successful completion of training period, salary will be given as per company norms.
8. We have got the approval from BOAT Board of apprentices training scheme for 12 months.
9. Who can interested to join the BOAT training scheme you must registered through online BOAT portal and submit the ID number to HR department.
10. If you have any further assistance kindly you may contact to HR department at the time of joining.

***** Welcome onboard*****

For WONJIN Auto parts India Pvt. Ltd.,


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHAGAR, KAKINADA


M. William. 13/10/19
Manager - HR & Admin



WONJIN AUTOPARTS INDIA PVT. LTD.

(Formerly Known as K W Autoparts Pvt. Ltd.)

Plot No. A1 K
CMDA Industrial Complex,
Maraimalai Nagar - 603209.
Tel : 91 - 44 - 47404400
Fax : 044 - 47400142
e-mail : kwapl@vsnl.net

OFFER LETTER

TO: M. PRANEEHA

13.10.2019

We have great pleasure in offering you for the position of GAT (Graduate Apprentice Trainee) in our company.

Salary Details:

Designation	:	Graduate Apprentice Trainee (GAT)
Stipend	:	Stipend Take home of Rs. 10, 000/- per month.
Attendance Incentive	:	Rs.1000/- per month. (Without Leave).
Over Time	:	Available.
Special Process Allowances	:	Washing, Heating, and Flux allowance Rs 1,500
CTC	:	1,65,000/- per year.
E S I Deduction part	:	Applicable (1.75 % on Gross Salary)
Facilities provided	:	Subsidized Food, ESI, over time Food, Festival Ex-gratia, Ayutha Pooja Gift.

As discussed, you are requested to join on JUNE - 2020 based on offer letter.
The formal appointment letter will be issued to you on your joining our organization.

Please bring with you the following documents:

- Attested Copy of Educational certificates.
- PAN Card.
- Proof of date of birth. (Government Certificate)
- Two latest passport size photographs.
- Medical Fitness Certificate.
- I.D.Proof.
- Address Proof.


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA



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The best one

WONJIN AUTOPARTS INDIA PVT. LTD.

(Formerly Known as K W Autoparts Pvt. Ltd.)

Plot No. A1 K
CMDA Industrial Complex,
Maraimalai Nagar - 603209.
Tel : 91 - 44 - 47404400
Fax : 044 - 47400142
e-mail : kwapl@vsnl.net

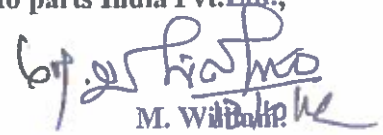
Terms and conditions:

1. You must work for 2 years compulsory in shop floor operations. If you like to relieve from service after 1 year, we will issue (GET) Graduate Engineer Trainee experience certificate and on 2 years completion, you will be given an experience certificate of Jr. Engineer.
2. At the time of joining the duty, you should submit all your original certificates to HR Department compulsorily for verification, Accommodation will be yours Scope.
3. Kindly inform the date of joining before 7 days through the authorized person from college.
4. You should obey the rules and regulations of the company.
5. If you are not work for less than 1 year, the management shall not issue service certificate.
6. Initial training period is for Three days (which does not carry stipend).
7. After the successful completion of training period, salary will be given as per company norms.
8. We have got the approval from BOAT Board of apprentices training scheme for 12 months.
9. Who can interested to join the BOAT training scheme you must registered through online BOAT portal and submit the ID number to HR department.
10. If you have any further assistance kindly you may contact to HR department at the time of joining.

*****Welcome onboard*****

For WONJIN Auto parts India Pvt.Ltd.,


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA


M. Wilfred
Manager- HR & Admin

OFFER LETTER

To: **SANDINA PRUDHYI**

Date: **13.10.2019**

We have great pleasure in offering you for the position of GAT (Graduate Apprentice Trainee) in our company.

Salary details:

Designation	: Graduate Apprentice Trainee (GAT)
Stipend & perks	: Rs. 12,500/- per month
Over Time	: Available Extra Salary
E S I Deduction part	: Applicable (1% on Gross Salary)
C T C	: 1.80 Lakh per Annum
Facilities provided	: Subsidized Food, ESI, over time Food, Festival Ex-gratia, Ayutha Pooja Gift.

As discussed, you are requested to join on July-2020 based on offer letter.
The formal appointment letter will be issued to you on your joining our organization.

Please bring with you the following documents:

Attested Copy of Educational certificates.
PAN Card
Proof of date of birth (Government Certificate)
Two latest passport size photographs
Medical Fitness Certificate
I.D. Proof
Address Proof
Safety shoes own scope.

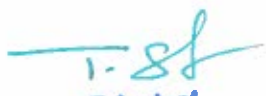

Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

Terms and Conditions:

1. You must work for 2 years compulsory in shop floor operations. If you like to relieve from service after 1 year, we will issue (GET) Graduate Engineer Trainee experience certificate and on 2 years completion, you will be given an experience certificate of Jr. Engineer.
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***** Welcome onboard*****

For WONJIN Auto parts India Pvt. Ltd.,


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA


M. William. 13/10/19
Manager - HR & Admin

OFFER LETTER

To: **CHANDRU SRIRAM BHARAT**

Date: **13.10.2019**

We have great pleasure in offering you for the position of GAT (Graduate Apprentice Trainee) in our company.

Salary details:

Designation	: Graduate Apprentice Trainee (GAT)
Stipend & perks	: Rs. 12,500/- per month
Over Time	: Available Extra Salary
E S I Deduction part	: Applicable (1% on Gross Salary)
C T C	: 1.80 Lakh per Annum
Facilities provided	: Subsidized Food, ESI, over time Food, Festival Ex-gratia, Ayutha Pooja Gift.

As discussed, you are requested to join on **JULY-2020** based on offer letter.
The formal appointment letter will be issued to you on your joining our organization.

Please bring with you the following documents:

Attested Copy of Educational certificates.
PAN Card
Proof of date of birth (Government Certificate)
Two latest passport size photographs
Medical Fitness Certificate
I.D. Proof
Address Proof
Safety shoes own scope.


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

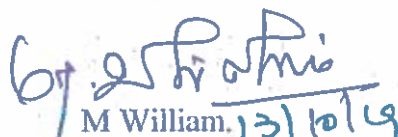
Terms and Conditions:

1. You must work for 2 years compulsory in shop floor operations. If you like to relieve from service after 1 year, we will issue (GET) Graduate Engineer Trainee experience certificate and on 2 years completion, you will be given an experience certificate of Jr. Engineer.
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5. If you are not work for less than 1 year, the management shall not issue service certificate.
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10. If you have any further assistance kindly you may contact to HR department at the time of joining.

***** Welcome onboard*****

For WONJIN Auto parts India Pvt. Ltd.,


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA


M. William
Manager - HR & Admin

OFFER LETTER

To: **BATTIMA SIDDHARTH KUMAR** Date: **13.10.2019**

We have great pleasure in offering you for the position of GAT (Graduate Apprentice Trainee) in our company.

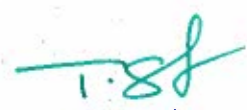
Salary details:

Designation	: Graduate Apprentice Trainee (GAT)
Stipend & perks	: Rs. 12,500/- per month
Over Time	: Available Extra Salary
E S I Deduction part	: Applicable (1% on Gross Salary)
C T C	: 1.80 Lakh per Annum
Facilities provided	: Subsidized Food, ESI, over time Food, Festival Ex-gratia, Ayutha Pooja Gift.

As discussed, you are requested to join on **JUNE-2020** based on offer letter.
The formal appointment letter will be issued to you on your joining our organization.

Please bring with you the following documents:

Attested Copy of Educational certificates.
PAN Card
Proof of date of birth (Government Certificate)
Two latest passport size photographs
Medical Fitness Certificate
I.D. Proof
Address Proof
Safety shoes own scope.


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA

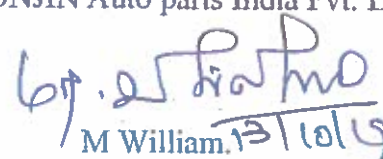
Terms and Conditions:

1. You must work for 2 years compulsory in shop floor operations. If you like to relieve from service after 1 year, we will issue (GET) Graduate Engineer Trainee experience certificate and on 2 years completion, you will be given an experience certificate of Jr. Engineer.
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7. After the successful completion of training period, salary will be given as per company norms.
8. We have got the approval from BOAT Board of apprentices training scheme for 12 months.
9. Who can interested to join the BOAT training scheme you must registered through online BOAT portal and submit the ID number to HR department.
10. If you have any further assistance kindly you may contact to HR department at the time of joining.

***** Welcome onboard*****


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHNAGAR, KAKINADA

For WONJIN Auto parts India Pvt. Ltd.,


M. William
Manager - HR & Admin

OFFER LETTER

To: **GUNIMANIKALA SRIKANTH**

Date: **13.10.2019**

We have great pleasure in offering you for the position of GAT (Graduate Apprentice Trainee) in our company.

Salary details:

Designation	: Graduate Apprentice Trainee (GAT)
Stipend & perks	: Rs. 12,500/- per month
Over Time	: Available Extra Salary
E S I Deduction part	: Applicable (1% on Gross Salary)
C T C	: 1.80 Lakh per Annum
Facilities provided	: Subsidized Food, ESI, over time Food, Festival Ex-gratia, Ayutha Pooja Gift.

As discussed, you are requested to join on August-20²⁰ based on offer letter.
The formal appointment letter will be issued to you on your joining our organization.

Please bring with you the following documents:

Attested Copy of Educational certificates.
PAN Card
Proof of date of birth (Government Certificate)
Two latest passport size photographs
Medical Fitness Certificate
I.D. Proof
Address Proof
Safety shoes own scope.


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VIDYUTNAGAR, KAKINADA

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VIDYUTHAGAR, KAKINADA

For WONJIN Auto parts India Pvt. Ltd.,


M. William. 13/10/19.
Manager - HR & Admin

OFFER LETTER

To: **SWAMINAIDU SANA**

Date: **13.10.2019**

We have great pleasure in offering you for the position of GAT (Graduate Apprentice Trainee) in our company.

Salary details:

Designation	: Graduate Apprentice Trainee (GAT)
Stipend & perks	: Rs. 12,500/- per month
Over Time	: Available Extra Salary
E S I Deduction part	: Applicable (1% on Gross Salary)
C T C	: 1.80 Lakh per Annum
Facilities provided	: Subsidized Food, ESI, over time Food, Festival Ex-gratia, Ayutha Pooja Gift.

As discussed, you are requested to join on **Aug. 2020** based on offer letter.
The formal appointment letter will be issued to you on your joining our organization.

Please bring with you the following documents:

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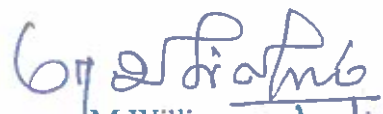
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***** Welcome onboard*****

For WONJIN Auto parts India Pvt. Ltd.,


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTNAGAR, KAKINADA


M. William
Manager - HR & Admin

OFFER LETTER

To: **VARA PRASAD JANAPANEED**

Date: **13.10.2019**

We have great pleasure in offering you for the position of GAT (Graduate Apprentice Trainee) in our company.

Salary details:

Designation	: Graduate Apprentice Trainee (GAT)
Stipend & perks	: Rs. 12,500/- per month
Over Time	: Available Extra Salary
E S I Deduction part	: Applicable (1% on Gross Salary)
C T C	: 1.80 Lakh per Annum
Facilities provided	: Subsidized Food, ESI, over time Food, Festival Ex-gratia, Ayutha Pooja Gift.

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*** Welcome onboard***

For WONJIN Auto parts India Pvt. Ltd.,


Principal
IDEAL INSTITUTE OF TECHNOLOGY
VIDYUTHNAGAR, KAKINADA


M. William. 13/10/19
Manager - HR & Admin

OFFER LETTER

To: **POLAM MANIKANTA**

Date: **13.10.2019**

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Salary details:

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