



BYOD (Bring your own Device)

- As software engineers, a powerful laptop is a critical piece of equipment for you. This will give you tremendous freedom and flexibility to continue evolving as software engineers
- MountBlue has a BYOD policy. All our engineers bring their own device to work that has to be suitable for error free and efficient working.
- Below are the minimum specifications for the laptop
 - 64 bit system
 - 8 GB RAM
 - Operating System – Linux/Mac OS. You can install your choice of Linux in most machines.
 - For hard drive - SSD is recommended but HDD works too
- If you already have a laptop of a lower configuration, you can consider upgrading it to this configuration



Appendix-2

Acceptance of the offer and commencement of engagement

- Acceptance of the offer and terms of engagement by return email: By **31 January 2020**
- Signing of Documentation and Submission of Documents: By **3 February 2020**

Documents

- The following documents need to be submitted to the organization:
 - Passport sized photograph not older than 6 months
 - A legible copy of one of the following documents- PAN Card/ Aadhaar Card
 - A legible copy of one of the following documents - Aadhaar card/ Passport/ Driving License/ Any other government issued id that contains a photograph, name, date of birth and address
 - **Originals of:**
 - Certificate of passing class 10th
 - Certificate of passing class 12th
 - Certificate of completion of the Undergraduate Course (BTech/ BE/ BCA/ BSc etc.)
 - Certificate of completion of the Postgraduate Course if applicable to you (MTech/ ME/ MCA/ MSc etc.)
 - Marksheet of class 10th
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 - Marksheets of all semesters of the Undergraduate Course (BTech/ BE/ BCA/ BSc etc.)
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 - Appointment letter of all full time employment as per your resume submitted to MountBlue Technologies
 - Relieving letter of all full time employment as per your resume submitted to MountBlue Technologies
- Please keep scanned copies as well as photo copies of all the documents you submit.



Appendix-3

About MountBlue

MountBlue is a premium software development services provider. We work closely with startups and small/medium enterprises to launch their products. Leveraging agile methodology for software development and popular open source technologies, we turn our customers' vision into reality. We are an exclusive service provider- our customers do not choose us, we choose our customers.

About the opportunity

- You will get the opportunity to interact with and learn from the CTOs and Directors of Engineering of leading technology startups in India
- Perfect launchpad for a high flying career in technology

Our customers

We have >70 customers. Some of our customers where trainees of previous cohorts are deployed are:

Food Tech

- **Zomato:** One of the world's leading foodtech company. One of India's few Unicorns. Backed by Alibaba, Sequoia, Temasek, Info Edge etc.
 - <https://www.livemint.com/Leisure/g2mOkiSiCDIIqnDmoLepoO/The-secret-to-hiring-a-stud-junta-team.html>
 - <https://www.livemint.com/Companies/ValugodQ1d92PERi3FQaYP/Zomato-raises-200-million-from-Ant-Financials.html>

Social & Media

- **Yourstory:** India's largest media tech company for startups, entrepreneurs, investors, innovators and change makers. Backed by Ratan Tata, Accel Partners, Kalaari Capital, Mohandas Pai, Qualcomm ventures etc
 - <https://www.livemint.com/Companies/UNA5HDyVLI31ZXbGrdFCzl/YourStory-raises-6-million-from-Kalaari-Capital-Qualcomm-V.html>
 - yourstory.com
- **Magicpin:** Hyperlocal discovery platform backed by Lightspeed Venture Partners and Waterbridge Partners
 - <https://yourstory.com/2017/05/local-discovery-and-rewards-app-magicpin-raises-7-million-series-b-funding/>
 - <https://economictimes.indiatimes.com/small-biz/startups/newsbuzz/local-discovery-platform-magicpin-launches-augmented-reality-on-its-app/articleshow/62125398.cms>
- **Letsventure:** India's leading platform for raising angel and seed investment for startups. One of the few investments of Ratan Tata. Coverage:
 - <http://www.livemint.com/Companies/bQ2oefYdhrh0s4mq4GXrMJ/Ratan-Tata-Mohandas-Pai-invest-in-LetsVenture-join-platfor.html>



Travel & Hospitality

- **Zolo:** India's largest chain of standardized branded PG accommodations. Backed by Nexus Venture Partners
 - <https://inc42.com/flash-feed/zolo-funding/>
 - <https://www.moneycontrol.com/news/business/real-estate/how-branded-hostels-for-working-professionals-are-creating-fortunes-for-investors-2258765.html>
- **Travel Triangle:** TravelTriangle connects customers to travel agents, fetches quotations, customizes trips and makes bookings online. Backed by RB Investments, SAIF Partners and Bessemer Venture Partners
 - <https://www.livemint.com/Companies/35oRubTwx4adBpGjAF51UN/TravelTriangle-raises-10-million-in-Series-B-round.html>
- **Pickyourtrail:** A platform that empowers travelers to create, customize and book vacations. It enables travelers to plan and book personalized international vacations such as honeymoons and family vacations. Travelers are offered with personal itineraries and Travel Genie: a personalized travel journal with travel information and tips.
- **Rizort:** A luxury vacation marketplace that focuses on helping travelers plan an entire vacation. Rizort has closed a seed round of funding of \$2.9 million from a variety of investors that include Blume Ventures, Dream Incubators Japan and a few other angel investors.
 - <https://skift.com/2018/05/25/rizort-raises-2-9-million-for-vr-infused-travel-advice-travel-startup-funding-this-week/>
 - <https://www.proactiveinvestors.com/companies/stocktube/11378/rizort-to-increase-vr-and-ai-capabilities-for-its-luxury-vacation-website-11378.html>

Health Tech

- **Tricog:** Predictive health analytics company backed by Microsoft, GE, Inventus and Blume Ventures
 - <http://fortune.com/2017/05/03/tricog/>
 - <http://www.moneycontrol.com/news/technology/auto/from-saving-hearts-to-spreading-sweetness-3-2405855.html>

Large corporates

- **Mahindra Trringo:** Uber of tractors and other farm equipment. A venture launched by the Mahindra Group
 - <http://www.telegraph.co.uk/technology/2016/10/18/uber-for-farmers-tringo-tractor-hailing-app-launched-in-india/>
 - <https://economictimes.indiatimes.com/industry/auto/news/commercial-vehicle/tringo-to-add-value-to-1-million-farmers-in-the-next-one-year-says-mm/articleshow/59647975.cms>
- **GEP:** GEP is a multinational company that provides strategy, software, and managed services to enterprise procurement and supply chain management teams at Global 2000 and Fortune 500 companies worldwide. The company is headquartered in Clark, New Jersey, USA.
- **Aptean:** Aptean is a global leader in enterprise business software, provides targeted ERP, Supply Chain Management and Compliance Solutions to large customers all over the world.



eCommerce

- **Zopnow:** India's largest technology platform for online groceries, currently in partnership with hypermarkets like HyperCITY and More. Operational in 9 cities across India. Backed by Times Internet, Accel Partners, Qualcomm Ventures etc.
 - <http://www.indiaretail.com/2017/01/11/food/food-grocery/zopnow-enter-high-growth-phase-2017-targets-us-100-million-gmv/>
 - <https://www.vccircle.com/online-grocer-zopnow-raises-10m-dragoneer-existing-investors/>
- **Wakefit:** One of the pioneers to take the sleep solutions segment online. Backed by Sequoia Capital
 - <https://inc42.com/startups/how-sequoia-backed-wakefit-is-using-data-technology-to-democratise-sleep-for-indians/>
 - <https://inc42.com/features/a-shopping-experience-knowledge-of-the-space-and-an-ideal-cofounder-the-serendipitous-story-of-wakefit/>
- **Purple:** Leading player in beauty eCommerce backed by Blume Ventures, IvyCap Ventures, Mumbai Angels, JSW ventures etc
 - <https://inc42.com/buzz/beauty-products-marketplace-purple-raises-2-57-mn-funding/>
- **FreshtoHome:** Leading online retailer of fresh, chemical-free seafood and meat backed by a number of Japanese, West Asian and other institutional investors. Backers also include Rajan Anandan and Mark Pincus, founder of Zynga
 - <https://techcrunch.com/2019/05/27/freshtohome-11million-seriesa-funding/>

Mobile First companies

- **Dailyhunt:** India's largest news app and one of the world's biggest mobile application. Publishes news in 17 languages across iOS, Android, Windows and Blackberry platforms. 90Million installs with 2.3Billion pages consumed monthly. Coverage:
 - <https://yourstory.com/2016/10/local-language-app-dailyhunt-raises-25mn-series-d-led-chinese-company-bytedance/>
 - <http://www.livemint.com/Consumer/hUgsVKmgXVNkvG1g0QdPbM/DailyHunt-raises-25-million-in-funding-from-Chinas-ByteDan.html>

Education Tech

- **Great Learning:** Great Learning is an online and blended learning platform designed to empower working professionals to develop relevant competencies and accelerate their career progression
 - <https://www.datasciencecentral.com/profiles/blogs/big-data-analytics-in-india-an-opportunity-worth-choosing>
- **Embibe:** Embibe is the leading provider of edtech products and solutions in the country. It raised venture capital from Lightbox and Kalaari before being acquired by Reliance Industries Limited
 - <https://economictimes.indiatimes.com/industry/energy/oil-gas/ril-completes-acquisition-of-73-stake-in-ai-firm-embibe/articleshow/64562396.cms>
 - <https://www.analyticsindiamag.com/why-reliance-invested-in-ai-based-edtech-startup-embibe/>
- **Upgrad:** Founded by Ronnie Screwvala, UpGrad is an ed-tech platform that provides industry relevant certification programs for working professionals.



- <https://economictimes.indiatimes.com/small-biz/startups/newsbuzz/upgrad-eyes-40-m-in-external-funding/articleshow/62409871.cms>
- **Edfora:** FIITJEE backed online learning, tuition, school management and college search platform
 - <https://economictimes.indiatimes.com/jobs/biggies-blacklisted-but-placements-spring-a-startup-surprise-at-iits/articleshow/55862707.cms>

HR Tech

- **Belong:** An outbound hiring Software-as-a-Service (SaaS) platform that helps enterprises and startups hire people through data science, big data and predictive analytics. Backed by Matrix Partners, Sequoia Capital, Blume Ventures etc.
 - <https://www.vccircle.com/big-data-hiring-startup-belong-raises-10-mn-sequoia-matrix-partners>
 - <https://yourstory.com/2019/02/hiring-skills-rishabh-belong>

Sports Tech

- **Playo:** India's leading sports based social network and marketplace for booking sports activities and playgrounds. <https://playo.co/>

Logistics Tech

- **Rivigo:** India's most tech intensive logistics company. Backed by SAIF Partners and Warburg Pincus
 - <https://inc42.com/buzz/logistics-rivigo-funding/>
 - <https://economictimes.indiatimes.com/small-biz/money/rivigos-total-revenue-for-fy17-zooms-170-to-rs-402-crore/articleshow/61331502.cms>
- **Yulu:** On demand bicycles sharing. They use IoT technology to create a vast network of shared dockless bicycles that can be rented easily by a user-friendly app in pay per use business model. Backed by Blume Ventures
 - <https://www.entrepreneur.com/article/326878>
 - https://www.business-standard.com/article/companies/yulu-bikes-peddle-your-way-to-beat-the-traffic-and-make-a-greener-tomorrow-118112000349_1.html

Fin Tech

- **ZestMoney:** One of India's leading consumer lending platforms. Backed by Xiaomi and Alteria Capital
 - https://www.business-standard.com/article/companies/digital-lending-platform-zestmoney-raises-13-4-mn-funding-led-by-xiaomi-118082700465_1.html
 - https://www.business-standard.com/article/news-ani/zestmoney-aims-to-disburse-skill-loans-worth-100-mn-119013100521_1.html
- **ClearTax:** Cleartax is India's #1 Tax & Investing platform which aims to simplify our financial lives. Backed by Sequoia Capital and SAIF Partners.
 - <https://www.livemint.com/Companies/uz1khVL34wvf5Mz19wEflK/ClearTax-raises-300-crore-from-Composite-Cap-others.html>
- **Market Pulse:** Market pulse app is one of the top 3 rated financial app in India. It provides all the necessary intelligence, speed and power to traders to make more informed trading decisions



- **Upstox:** Upstox is one of the largest low-cost brokerage firms in India. Backed by Kalaari Capital, GVK Davix and others
 - <https://yourstory.com/2016/02/rksv-funding/>
- **Instamojo:** Indian's leading digital payments and services platform for SMBs. Backed by Blume Ventures, Kalaari Capital and Japanese payments company Anypay and other Japanese institutions
 - <https://yourstory.com/2019/01/instamojo-raises-funds-series-b>
 - https://www.business-standard.com/article/news-ians/mumbai-metro-tie-up-with-instamojo-for-card-payments-119051501156_1.html
- **SlicePAY:** Student micro-financing startup backed by Blume Ventures, Das Capital, Simile Ventures etc.
 - <https://www.livemint.com/companies/start-ups/student-microfinancing-start-up-slicePAY-gets-rbi-licence-for-nbfc-play-1548405211531.html>
 - <https://economictimes.indiatimes.com/small-biz/startups/newsbuzz/finup-finances-slicePAY-in-series-a-deal-estimated-at-15-million/articleshow/65651071.cms>
- **Acko:** India's leading online insurer backed by Binny Bansal, Amazon, Accel Partners, SAIF Partners and many other global VCs and family offices
 - <https://www.livemint.com/companies/start-ups/binny-bansal-others-lead-65-million-funding-in-acko-1552485155268.html>
 - <https://www.thehindubusinessline.com/money-and-banking/online-insurer-acko-general-promises-3-day-claim-guarantee/article25009625.ece>

Robotics & Drones

- **Invento:** Makers of the famous Mitra Robot that was inaugurated by Prime Minister Modi and Ivanka Trump at the Global Entrepreneurship Summit
 - <https://www.mitrarobot.com/>
 - <https://economictimes.indiatimes.com/small-biz/startups/features/watch-mitra-robot-greets-ivanka-pm-modi-at-ges-2017/videoshow/61837517.cms>
- **Systemantics:** They build industrial robots for the manufacturing sector. Backed by Blume Ventures, Accel Partners and Infosys cofounder Nandan Nilekani
 - <https://economictimes.indiatimes.com/small-biz/startups/robotics-firm-systemantics-gets-next-round-of-funding-from-nandan-nilekani/articleshow/51217314.cms>
- **Skylark Drones:** India's leading provider of drones and associated solutions with applications across various sectors viz. highways, railways, urban and rural development, power, solar, mining, agriculture etc
 - https://www.huffingtonpost.in/entry/from-startup-hubs-to-government-corridors-indias-drone-industry-takes-flight_in_5c516b3de4b0d9f9be6ab7ad
 - https://www.business-standard.com/article/companies/with-draft-rules-in-place-skylark-drones-to-deploy-uavs-at-tata-steel-mine-118120600863_1.html

Cloud Computing, SaaS & Business Software

- **Idfy:** India's most tech intensive identity management and background check company
 - http://www.business-standard.com/article/companies/we-are-helping-firms-manage-risks-and-detect-frauds-idfy-s-ashok-hariharan-118010800010_1.html
 - <http://www.thehansindia.com/posts/index/Technology/2016-06-07/Introduction-to-IDfy-a-Start-up-in-Technology-space/233487>



- **Vymo:** Sales force automation and sales effectiveness software. Backed by Microsoft and Sequoia
 - <https://economictimes.indiatimes.com/small-biz/money/sales-analytics-startup-vymo-receives-5-m-in-funding/articleshow/55554801.cms>
 - <https://yourstory.com/2017/04/vymo-tech/>
- **E2E Networks:** India's biggest home grown cloud computing platform. Backed by Blume Ventures & listing shortly on NSE
 - <https://www.medianama.com/2018/03/223-cloud-computing-startup-e2e-networks-to-list-on-nse-emerge/>
 - <https://www.vccircle.com/blume-venture-eyes-stellar-partial-exit-through-e2es-planned-ipo/>
- **Exotel:** Exotel is a cloud telephony platform that powers communication for enterprises, startups and small and medium enterprises in India and Southeast Asia. They provide APIs that help companies devise their own communication flow. Backed by Blume Ventures
 - <https://techcircle.vccircle.com/2018/03/22/with-no-fresh-funding-in-6-years-how-has-exotel-managed-to-stay-profitable/>
- **Freshworks:** India's leading sales and support software company backed by Accel, Tiger Global, Sequoia, Google Capital etc
 - <https://economictimes.indiatimes.com/small-biz/startups/tech-startup-freshdesk-gets-fresh-investments-from-google-capital-tiger-global-accel-partners/articleshow/46988628.cms>
 - <https://www.freshworks.com/>

Blockchain & Cryptocurrencies

- **Unocoin:** India's leading cryptoassets and blockchain company. Backed by Blume Ventures. <https://www.unocoin.com/>

AI/ ML/ Big Data

- **Active.AI:** India's leading AI/ML company that offers chatbots for large banks to interact with their customers. Funded by leading VC funds like Kalaari and IDG ventures. Coverage:
 - <https://yourstory.com/2017/07/active-ai-omni-channel-platform-banks-customer-engagement/>
 - <http://www.thehindubusinessline.com/info-tech/singaporebased-fintech-startup-activeai-raises-3mn-funding/article9343515.ece>
- **Merak.ai:** Machine learning solutions for handwriting recognition, digitization, smart KYC etc
- **Liv.AI:** Deep artificial intelligence and neural networks to communicate with machines in 10 different languages. Winner of the Amazon AI awards 2017
 - <https://economictimes.indiatimes.com/small-biz/startups/features/nine-things-this-startup-has-done-better-than-google-apple-and-amazon-liv-ai/articleshow/61995233.cms>
 - http://www.business-standard.com/article/companies/liv-ai-giving-voice-to-a-billion-people-117082000813_1.html



Tech conglomerates

- **Info Edge:** Owner of the leading online properties- Naukri, Jeevansaathi, Shiksha, 99acres. One of the few listed internet companies in India. Investor and significant shareholder of ventures like Zomato, PolicyBazaar, Meritnation etc.



Letter of Offer

30 January 2020

Dear Likin Biddappa B C,

Based on the recent discussions with you, we are pleased to invite you to join MountBlue Technologies' deployment program.

The program will commence with an intense coding bootcamp that commences on a date between 3 February 2020 and 20 February 2020. You will be a Trainee in the program. The bootcamp will enable you with the skillsets for effective deployment post the bootcamp. Your deployment will be at one of the following cities: Bangalore, Delhi NCR, Mumbai and Hyderabad.

Please refer to all details of the offer in the appendices of this document. Details about the program are available in the appendices.

As you will be aware, common to any training there will be performance reviews and assessments. Through the training period we will conduct performance assessments at regular intervals. Your continued association with MountBlue Technologies is dependent on a consistent record of performance.

Following are some important matters to ensure compliance with-

- During the training period, regular training hours will be 9.30 AM through 6.30 PM, Monday to Saturday. However, if the training requires any other time slots or changes to the training hours as determined necessary by the Management, we will expect your enthusiastic participation in such additional sessions as well
- At regular intervals, we will communicate our expectations and deliverables from you
- We assume you will conduct yourself with the highest standards of integrity and will abide, without deviation, from any code of ethics set forth by us
- We expect your complete focus and attention to the training sessions. During this period, if you need to be engaged in any other occupation please disclose it to us immediately. Ancillary engagements with other entities may entail withdrawal of benefits and services at our sole discretion
- You agree that you will maintain, without compromise, utmost confidentiality with all policies, procedures, data, material and information of MountBlue Technologies
- During the training, if any other rules apply to you, we will notify you of the same

Critical to accepting this offer is your continued commitment to MountBlue Technologies. This will be applicable for the training and deployment phase. We look forward to the opportunity to invest in your training and career growth. We will expect nothing less than for you to fulfil your commitment to us.

Please convey your acceptance of this offer on e-mail by 31 January 2020, failing which this offer stands withdrawn. The details of offer acceptance are given in Appendix 2.

Bipasha Agarwal

Manager
MountBlue Technologies Private Limited

MountBlue Technologies Private Limited
4th Floor, 91Springboard, #175 & #176, Dollars Colony,
Phase 4, JP Nagar, Bannerghatta Main Road, Bengaluru 560076.





Appendix-1

Training Phase

- This phase starts with an intense coding bootcamp that commences on a date between 3 February 2020 and 20 February 2020 and lasts for 12-15 weeks
- The bootcamp will consist of training on full stack coding in Python, JavaScript, Android, databases, devops, testing etc. The bootcamp will also have training on communication, soft skills and business etiquette
- Emphasis will be on learning by doing
- There will be continuous evaluation during the training. There will be limited patience with underperformance and zero patience with indiscipline

Deployment Phase

- Post successful completion of the training, you will be deployed on-site with a customer of MountBlue Technologies. These customers are well known product and services startups based out of Bangalore and other cities
- The deployment period will start immediately after the training period ends and will last 12-13 months
- During deployment phase, you will be a part of our customer's development team and will be expected to contribute significantly as an entry level programmer. Our customers have high yardsticks of performance and you will be judged on those yardsticks. The fact that you have been made the offer means that MountBlue Technologies firmly believes that you have the potential to meet and even surpass these yardsticks

Benefits and Service Bond

- During the Training Phase, you will receive a stipend of INR 10K per month
- During the Deployment Phase, you will receive a monthly compensation of INR 26K per month. On successful completion of the Deployment Phase, you will receive a performance bonus of INR 50K. This makes the whole payout to you during your engagement with MountBlue **~INR 3.92L**
- The whole engagement will be covered under a service bond of INR 2Lakhs
- If you choose to disengage this association before the end of the Deployment Period, you are liable to pay the bond amount of INR 2Lakhs
- You will deposit your certificates in original with MountBlue technologies for verification and safekeeping. These certificates will be returned to you after the successful completion of the Deployment Phase
- MountBlue Technologies is fully compliant with all the regulations of the land. Hence taxes will be deducted at source, as applicable. We will take the right measures in consonance with the spirit of the law to keep the tax outgo at a minimum



BYOD (Bring your own Device)

- As software engineers, a powerful laptop is a critical piece of equipment for you. This will give you tremendous freedom and flexibility to continue evolving as software engineers
- MountBlue has a BYOD policy. All our engineers bring their own device to work that has to be suitable for error free and efficient working.
- Below are the minimum specifications for the laptop
 - 64 bit system
 - 8 GB RAM
 - Operating System – Linux/Mac OS. You can install your choice of Linux in most machines.
 - For hard drive - SSD is recommended but HDD works too
- If you already have a laptop of a lower configuration, you can consider upgrading it to this configuration



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 - A legible copy of one of the following documents - Aadhaar card/ Passport/ Driving License/ Any other government issued id that contains a photograph, name, date of birth and address
 - **Originals of:**
 - Certificate of passing class 10th
 - Certificate of passing class 12th
 - Certificate of completion of the Undergraduate Course (BTech/ BE/ BCA/ BSc etc.)
 - Certificate of completion of the Postgraduate Course if applicable to you (MTech/ ME/ MCA/ MSc etc.)
 - Marksheet of class 10th
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About MountBlue

MountBlue is a premium software development services provider. We work closely with startups and small/medium enterprises to launch their products. Leveraging agile methodology for software development and popular open source technologies, we turn our customers' vision into reality. We are an exclusive service provider- our customers do not choose us, we choose our customers.

About the opportunity

- You will get the opportunity to interact with and learn from the CTOs and Directors of Engineering of leading technology startups in India
- Perfect launchpad for a high flying career in technology

Our customers

We have >70 customers. Some of our customers where trainees of previous cohorts are deployed are:

Food Tech

- **Zomato:** One of the world's leading foodtech company. One of India's few Unicorns. Backed by Alibaba, Sequoia, Temasek, Info Edge etc.
 - <https://www.livemint.com/Leisure/g2mOkiSiCDIIqnDmoLepoO/The-secret-to-hiring-a-stud-junta-team.html>
 - <https://www.livemint.com/Companies/ValugodQ1d92PERi3FQaYP/Zomato-raises-200-million-from-Ant-Financials.html>

Social & Media

- **Yourstory:** India's largest media tech company for startups, entrepreneurs, investors, innovators and change makers. Backed by Ratan Tata, Accel Partners, Kalaari Capital, Mohandas Pai, Qualcomm ventures etc
 - <https://www.livemint.com/Companies/UNA5HDyVLI31ZXbGrdFCzl/YourStory-raises-6-million-from-Kalaari-Capital-Qualcomm-V.html>
 - yourstory.com
- **Magicpin:** Hyperlocal discovery platform backed by Lightspeed Venture Partners and Waterbridge Partners
 - <https://yourstory.com/2017/05/local-discovery-and-rewards-app-magicpin-raises-7-million-series-b-funding/>
 - <https://economictimes.indiatimes.com/small-biz/startups/newsbuzz/local-discovery-platform-magicpin-launches-augmented-reality-on-its-app/articleshow/62125398.cms>
- **Letsventure:** India's leading platform for raising angel and seed investment for startups. One of the few investments of Ratan Tata. Coverage:
 - <http://www.livemint.com/Companies/bQ2oefYdhrh0s4mq4GXrMJ/Ratan-Tata-Mohandas-Pai-invest-in-LetsVenture-join-platfor.html>



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 - <https://inc42.com/flash-feed/zolo-funding/>
 - <https://www.moneycontrol.com/news/business/real-estate/how-branded-hostels-for-working-professionals-are-creating-fortunes-for-investors-2258765.html>
- **Travel Triangle:** TravelTriangle connects customers to travel agents, fetches quotations, customizes trips and makes bookings online. Backed by RB Investments, SAIF Partners and Bessemer Venture Partners
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- **Pickyourtrail:** A platform that empowers travelers to create, customize and book vacations. It enables travelers to plan and book personalized international vacations such as honeymoons and family vacations. Travelers are offered with personal itineraries and Travel Genie: a personalized travel journal with travel information and tips.
- **Rizort:** A luxury vacation marketplace that focuses on helping travelers plan an entire vacation. Rizort has closed a seed round of funding of \$2.9 million from a variety of investors that include Blume Ventures, Dream Incubators Japan and a few other angel investors.
 - <https://skift.com/2018/05/25/rizort-raises-2-9-million-for-vr-infused-travel-advice-travel-startup-funding-this-week/>
 - <https://www.proactiveinvestors.com/companies/stocktube/11378/rizort-to-increase-vr-and-ai-capabilities-for-its-luxury-vacation-website-11378.html>

Health Tech

- **Tricog:** Predictive health analytics company backed by Microsoft, GE, Inventus and Blume Ventures
 - <http://fortune.com/2017/05/03/tricog/>
 - <http://www.moneycontrol.com/news/technology/auto/from-saving-hearts-to-spreading-sweetness-3-2405855.html>

Large corporates

- **Mahindra Trringo:** Uber of tractors and other farm equipment. A venture launched by the Mahindra Group
 - <http://www.telegraph.co.uk/technology/2016/10/18/uber-for-farmers-tringo-tractor-hailing-app-launched-in-india/>
 - <https://economictimes.indiatimes.com/industry/auto/news/commercial-vehicle/tringo-to-add-value-to-1-million-farmers-in-the-next-one-year-says-mm/articleshow/59647975.cms>
- **GEP:** GEP is a multinational company that provides strategy, software, and managed services to enterprise procurement and supply chain management teams at Global 2000 and Fortune 500 companies worldwide. The company is headquartered in Clark, New Jersey, USA.
- **Aptean:** Aptean is a global leader in enterprise business software, provides targeted ERP, Supply Chain Management and Compliance Solutions to large customers all over the world.



eCommerce

- **Zopnow:** India's largest technology platform for online groceries, currently in partnership with hypermarkets like HyperCITY and More. Operational in 9 cities across India. Backed by Times Internet, Accel Partners, Qualcomm Ventures etc.
 - <http://www.indiaretail.com/2017/01/11/food/food-grocery/zopnow-enter-high-growth-phase-2017-targets-us-100-million-gmv/>
 - <https://www.vccircle.com/online-grocer-zopnow-raises-10m-dragoneer-existing-investors/>
- **Wakefit:** One of the pioneers to take the sleep solutions segment online. Backed by Sequoia Capital
 - <https://inc42.com/startups/how-sequoia-backed-wakefit-is-using-data-technology-to-democratise-sleep-for-indians/>
 - <https://inc42.com/features/a-shopping-experience-knowledge-of-the-space-and-an-ideal-cofounder-the-serendipitous-story-of-wakefit/>
- **Purple:** Leading player in beauty eCommerce backed by Blume Ventures, IvyCap Ventures, Mumbai Angels, JSW ventures etc
 - <https://inc42.com/buzz/beauty-products-marketplace-purple-raises-2-57-mn-funding/>
- **FreshtoHome:** Leading online retailer of fresh, chemical-free seafood and meat backed by a number of Japanese, West Asian and other institutional investors. Backers also include Rajan Anandan and Mark Pincus, founder of Zynga
 - <https://techcrunch.com/2019/05/27/freshtohome-11million-seriesa-funding/>

Mobile First companies

- **Dailyhunt:** India's largest news app and one of the world's biggest mobile application. Publishes news in 17 languages across iOS, Android, Windows and Blackberry platforms. 90Million installs with 2.3Billion pages consumed monthly. Coverage:
 - <https://yourstory.com/2016/10/local-language-app-dailyhunt-raises-25mn-series-d-led-chinese-company-bytedance/>
 - <http://www.livemint.com/Consumer/hUgsVKmgXVnkvG1g0QdPbM/DailyHunt-raises-25-million-in-funding-from-Chinas-ByteDan.html>

Education Tech

- **Great Learning:** Great Learning is an online and blended learning platform designed to empower working professionals to develop relevant competencies and accelerate their career progression
 - <https://www.datasciencecentral.com/profiles/blogs/big-data-analytics-in-india-an-opportunity-worth-choosing>
- **Embibe:** Embibe is the leading provider of edtech products and solutions in the country. It raised venture capital from Lightbox and Kalaari before being acquired by Reliance Industries Limited
 - <https://economictimes.indiatimes.com/industry/energy/oil-gas/ril-completes-acquisition-of-73-stake-in-ai-firm-embibe/articleshow/64562396.cms>
 - <https://www.analyticsindiamag.com/why-reliance-invested-in-ai-based-edtech-startup-embibe/>
- **Upgrad:** Founded by Ronnie Screwvala, UpGrad is an ed-tech platform that provides industry relevant certification programs for working professionals.



- <https://economictimes.indiatimes.com/small-biz/startups/newsbuzz/upgrad-eyes-40-m-in-external-funding/articleshow/62409871.cms>
- **Edfora:** FIITJEE backed online learning, tuition, school management and college search platform
 - <https://economictimes.indiatimes.com/jobs/biggies-blacklisted-but-placements-spring-a-startup-surprise-at-iits/articleshow/55862707.cms>

HR Tech

- **Belong:** An outbound hiring Software-as-a-Service (SaaS) platform that helps enterprises and startups hire people through data science, big data and predictive analytics. Backed by Matrix Partners, Sequoia Capital, Blume Ventures etc.
 - <https://www.vccircle.com/big-data-hiring-startup-belong-raises-10-mn-sequoia-matrix-partners>
 - <https://yourstory.com/2019/02/hiring-skills-rishabh-belong>

Sports Tech

- **Playo:** India's leading sports based social network and marketplace for booking sports activities and playgrounds. <https://playo.co/>

Logistics Tech

- **Rivigo:** India's most tech intensive logistics company. Backed by SAIF Partners and Warburg Pincus
 - <https://inc42.com/buzz/logistics-rivigo-funding/>
 - <https://economictimes.indiatimes.com/small-biz/money/rivigos-total-revenue-for-fy17-zooms-170-to-rs-402-crore/articleshow/61331502.cms>
- **Yulu:** On demand bicycles sharing. They use IoT technology to create a vast network of shared dockless bicycles that can be rented easily by a user-friendly app in pay per use business model. Backed by Blume Ventures
 - <https://www.entrepreneur.com/article/326878>
 - https://www.business-standard.com/article/companies/yulu-bikes-peddle-your-way-to-beat-the-traffic-and-make-a-greener-tomorrow-118112000349_1.html

Fin Tech

- **ZestMoney:** One of India's leading consumer lending platforms. Backed by Xiaomi and Alteria Capital
 - https://www.business-standard.com/article/companies/digital-lending-platform-zestmoney-raises-13-4-mn-funding-led-by-xiaomi-118082700465_1.html
 - https://www.business-standard.com/article/news-ani/zestmoney-aims-to-disburse-skill-loans-worth-100-mn-119013100521_1.html
- **ClearTax:** Cleartax is India's #1 Tax & Investing platform which aims to simplify our financial lives. Backed by Sequoia Capital and SAIF Partners.
 - <https://www.livemint.com/Companies/uz1khVL34wvf5Mz19wEflK/ClearTax-raises-300-crore-from-Composite-Cap-others.html>
- **Market Pulse:** Market pulse app is one of the top 3 rated financial app in India. It provides all the necessary intelligence, speed and power to traders to make more informed trading decisions



- **Upstox:** Upstox is one of the largest low-cost brokerage firms in India. Backed by Kalaari Capital, GVK Davix and others
 - <https://yourstory.com/2016/02/rksv-funding/>
- **Instamojo:** Indian's leading digital payments and services platform for SMBs. Backed by Blume Ventures, Kalaari Capital and Japanese payments company Anypay and other Japanese institutions
 - <https://yourstory.com/2019/01/instamojo-raises-funds-series-b>
 - https://www.business-standard.com/article/news-ians/mumbai-metro-tie-up-with-instamojo-for-card-payments-119051501156_1.html
- **SlicePAY:** Student micro-financing startup backed by Blume Ventures, Das Capital, Simile Ventures etc.
 - <https://www.livemint.com/companies/start-ups/student-microfinancing-start-up-slicePAY-gets-rbi-licence-for-nbfc-play-1548405211531.html>
 - <https://economictimes.indiatimes.com/small-biz/startups/newsbuzz/finup-finances-slicePAY-in-series-a-deal-estimated-at-15-million/articleshow/65651071.cms>
- **Acko:** India's leading online insurer backed by Binny Bansal, Amazon, Accel Partners, SAIF Partners and many other global VCs and family offices
 - <https://www.livemint.com/companies/start-ups/binny-bansal-others-lead-65-million-funding-in-acko-1552485155268.html>
 - <https://www.thehindubusinessline.com/money-and-banking/online-insurer-acko-general-promises-3-day-claim-guarantee/article25009625.ece>

Robotics & Drones

- **Invento:** Makers of the famous Mitra Robot that was inaugurated by Prime Minister Modi and Ivanka Trump at the Global Entrepreneurship Summit
 - <https://www.mitrarobot.com/>
 - <https://economictimes.indiatimes.com/small-biz/startups/features/watch-mitra-robot-greets-ivanka-pm-modi-at-ges-2017/videoshow/61837517.cms>
- **Systemantics:** They build industrial robots for the manufacturing sector. Backed by Blume Ventures, Accel Partners and Infosys cofounder Nandan Nilekani
 - <https://economictimes.indiatimes.com/small-biz/startups/robotics-firm-systemantics-gets-next-round-of-funding-from-nandan-nilekani/articleshow/51217314.cms>
- **Skylark Drones:** India's leading provider of drones and associated solutions with applications across various sectors viz. highways, railways, urban and rural development, power, solar, mining, agriculture etc
 - https://www.huffingtonpost.in/entry/from-startup-hubs-to-government-corridors-indias-drone-industry-takes-flight_in_5c516b3de4b0d9f9be6ab7ad
 - https://www.business-standard.com/article/companies/with-draft-rules-in-place-skylark-drones-to-deploy-uavs-at-tata-steel-mine-118120600863_1.html

Cloud Computing, SaaS & Business Software

- **Idfy:** India's most tech intensive identity management and background check company
 - http://www.business-standard.com/article/companies/we-are-helping-firms-manage-risks-and-detect-frauds-idfy-s-ashok-hariharan-118010800010_1.html
 - <http://www.thehansindia.com/posts/index/Technology/2016-06-07/Introduction-to-IDfy-a-Start-up-in-Technology-space/233487>



- **Vymo:** Sales force automation and sales effectiveness software. Backed by Microsoft and Sequoia
 - <https://economictimes.indiatimes.com/small-biz/money/sales-analytics-startup-vymo-receives-5-m-in-funding/articleshow/55554801.cms>
 - <https://yourstory.com/2017/04/vymo-tech/>
- **E2E Networks:** India's biggest home grown cloud computing platform. Backed by Blume Ventures & listing shortly on NSE
 - <https://www.medianama.com/2018/03/223-cloud-computing-startup-e2e-networks-to-list-on-nse-emerge/>
 - <https://www.vccircle.com/blume-venture-eyes-stellar-partial-exit-through-e2es-planned-ipo/>
- **Exotel:** Exotel is a cloud telephony platform that powers communication for enterprises, startups and small and medium enterprises in India and Southeast Asia. They provide APIs that help companies devise their own communication flow. Backed by Blume Ventures
 - <https://techcircle.vccircle.com/2018/03/22/with-no-fresh-funding-in-6-years-how-has-exotel-managed-to-stay-profitable/>
- **Freshworks:** India's leading sales and support software company backed by Accel, Tiger Global, Sequoia, Google Capital etc
 - <https://economictimes.indiatimes.com/small-biz/startups/tech-startup-freshdesk-gets-fresh-investments-from-google-capital-tiger-global-accel-partners/articleshow/46988628.cms>
 - <https://www.freshworks.com/>

Blockchain & Cryptocurrencies

- **Unocoin:** India's leading cryptoassets and blockchain company. Backed by Blume Ventures. <https://www.unocoin.com/>

AI/ ML/ Big Data

- **Active.AI:** India's leading AI/ML company that offers chatbots for large banks to interact with their customers. Funded by leading VC funds like Kalaari and IDG ventures. Coverage:
 - <https://yourstory.com/2017/07/active-ai-omni-channel-platform-banks-customer-engagement/>
 - <http://www.thehindubusinessline.com/info-tech/singaporebased-fintech-startup-activeai-raises-3mn-funding/article9343515.ece>
- **Merak.ai:** Machine learning solutions for handwriting recognition, digitization, smart KYC etc
- **Liv.AI:** Deep artificial intelligence and neural networks to communicate with machines in 10 different languages. Winner of the Amazon AI awards 2017
 - <https://economictimes.indiatimes.com/small-biz/startups/features/nine-things-this-startup-has-done-better-than-google-apple-and-amazon-liv-ai/articleshow/61995233.cms>
 - http://www.business-standard.com/article/companies/liv-ai-giving-voice-to-a-billion-people-117082000813_1.html



Tech conglomerates

- **Info Edge:** Owner of the leading online properties- Naukri, Jeevansaathi, Shiksha, 99acres. One of the few listed internet companies in India. Investor and significant shareholder of ventures like Zomato, PolicyBazaar, Meritnation etc.





February 14, 2020

Kakarla Mary Pallavi
pallavireddykakarla@gmail.com

Dear KaKarla Mary Pallavi,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.288000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.


REGISTRAR


Annexure I: Compensation Structure			
Name	KaKarla Mary Pallavi	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		96000
2	House Rent Allowance		38400
3	Medical Allowance		15000
4	Conveyance Allowance		19200
5	Special Allowance		49800
6	Provident Fund (Employer Contribution)		21600
	Total Fixed Pay per annum		240000
	Annual Performance Linked Pay (Maximum)		48000
	Total Cost to Company		288000

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd



Vijay Anand P S

Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance



REGISTRAR
RESIDENCY UNIVERSITY

February 14, 2020

Pavan Kalyan
yenduripavankalyan@gmail.com

Dear Pavan Kalyan,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Technology Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.288000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.


REGISTRAR


Annexure I: Compensation Structure			
Name	Pavan Kalyan	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		96000
2	House Rent Allowance		38400
3	Medical Allowance		15000
4	Conveyance Allowance		19200
5	Special Allowance		49800
6	Provident Fund (Employer Contribution)		21600
	Total Fixed Pay per annum		240000
	Annual Performance Linked Pay (Maximum)		48000
	Total Cost to Company		288000

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd

P. S. Vijay Anand

Vijay Anand P S

Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

Jai
REGISTRAR
RESIDENCY UNIVERSITY
Registrar



February 14, 2020

Sulagna Sarkar
sulagmonsarkar@gmail.com

Dear Sulagna Sarkar,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Aptitude Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.288000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.


REGISTRAR


Annexure I: Compensation Structure			
Name	Sulagna Sarkar	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		96000
2	House Rent Allowance		38400
3	Medical Allowance		15000
4	Conveyance Allowance		19200
5	Special Allowance		49800
6	Provident Fund (Employer Contribution)		21600
	Total Fixed Pay per annum		240000
	Annual Performance Linked Pay (Maximum)		48000
	Total Cost to Company		288000

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd



Vijay Anand P S

Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance





February 14, 2020

Hari Govinda Kalkura
harigovindha78@gmail.com

Dear Hari Govinda Kalkura,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Aptitude Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.288000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.


REGISTRAR


Annexure I: Compensation Structure			
Name	Hari Govinda Kalkura	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		96000
2	House Rent Allowance		38400
3	Medical Allowance		15000
4	Conveyance Allowance		19200
5	Special Allowance		49800
6	Provident Fund (Employer Contribution)		21600
	Total Fixed Pay per annum		240000
	Annual Performance Linked Pay (Maximum)		48000
	Total Cost to Company		288000

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd

P. S. Vijay Anand

Vijay Anand P S

Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

Jai
REGISTRAR
RESIDENCY UNIVERSITY
Registrar

February 14, 2020

Venkata Sai Subhash Dittakavi
dittakavi.subhash@gmail.com

Dear Venkata Sai Subhash Dittakavi,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Aptitude Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.288000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.


REGISTRAR


Annexure I: Compensation Structure			
Name	Venkata Sai Subhash Dittakavi	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		96000
2	House Rent Allowance		38400
3	Medical Allowance		15000
4	Conveyance Allowance		19200
5	Special Allowance		49800
6	Provident Fund (Employer Contribution)		21600
	Total Fixed Pay per annum		240000
	Annual Performance Linked Pay (Maximum)		48000
	Total Cost to Company		288000

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd

P. S. Vijay Anand P S

Vijay Anand P S

Vice President – Human Resources

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

Jai
REGISTRAR
RESIDENCY UNIVERSITY
Registrar

16th December, 2019

Sub: Offer of employment by Pin Click

Dear **Sneha H,**

Congratulations!

We are pleased to extend an offer to you to join Pin Click as “**Associate Property Advisor**”,
with effect from 10th February 2020

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day'ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No :
+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563



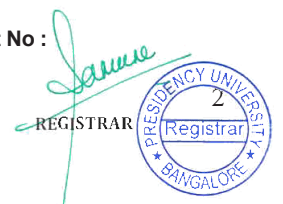
The details of your annual earnings are as **Annexure A**.

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	Sneha H	
	Designation	Associate Property Advisor	
	Department	Sales	
	Date of Joining	10th February 2020	
	CATEGORY	INR – Monthly	INR – Annual
A	Fixed Compensation		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	Subtotal I / Gross Pay	20,891	2,50,692
B	Professional tax	200	2,400
	PF Employer	792	9,504
A-B	Net Salary	19,899	2,38,788
Benefits			
C	PF Employee	792	9,504
	Gratuity	317	3,804
	SubTotal II	1,109	13,308
Total A + C	Cost to the Company	22,000	2,64,000
	Performance Enhanced Incentives	15,000*	1,80,000*
<p>Note: * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> * The Offer/ Salary Is Subjective to Completion of Training * Two-wheeler is mandatory with valid driving license * 7-10 days of training period * 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance. <ul style="list-style-type: none"> ● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable. 			

Pin Click Property Management Pvt Ltd

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The details of your annual earnings are as **Annexure B**.

ANNEXURE – B

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	Sneha H	
	Designation	Associate Property Advisor	
	Department	Sales	
	Date of Joining	10th February 2020	
	CATEGORY	INR – Monthly	INR – Annual
A	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Subtotal I / Gross Pay	23,740	2,84,880
B	Professional tax	200	2,400
	PF Employer	900	10,800
A-B	Net Salary	22,640	2,71,680
Benefits			
C	PF Employee	900	10,800
	Gratuity	360	4,320
	SubTotal II	1,260	15,120
Total A + C	Cost to the Company	25,000	3,00,000
	Performance Enhanced Incentives	15,000*	1,80,000*
<p>Note: * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> * The Offer/ Salary Is Subjective to Completion of Training * Two-wheeler is mandatory with valid driving license * 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance. <ul style="list-style-type: none"> ● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable. 			

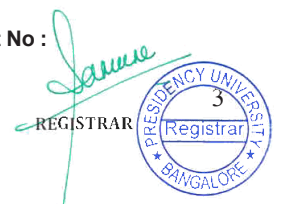
To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra
Co Founder

Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No :
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Letter of Offer

- a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.
- b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws



I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: _____ Signature: _____

Date: _____ Anticipated Start Date: _____

Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No :
+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563


REGISTRAR


16th December, 2019

Sub: Offer of employment by Pin Click

Dear **Ramya R**,

Congratulations!

We are pleased to extend an offer to you to join Pin Click as “**Associate Property Advisor**”,
with effect from 10th February 2020

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A. Once the Probation is confirmed **4.8 LPA** is applicable and attached herewith Annexure B.
2. Your initial posting as Pin Click employee will be at the **Bangalore** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all its potential employees and your job offer is contingent upon such clearance
4. You will be on probation for a period of six months and maybe confirmed as a permanent employee upon successful completion of the probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us at any time with 15daysnotice period or 15day'ssalary in lieu thereof. The Company will have discretion on the above mentioned options and can waive the notice period or accept/pay payment in lieu of notice period ormandate15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, the Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances, work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.

Pin Click Property Management Pvt Ltd

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+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563



The details of your annual earnings are as **Annexure A**.

ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	Ramya R	
	Designation	Associate Property Advisor	
	Department	Sales	
	Date of Joining	10th February 2020	
	CATEGORY	INR – Monthly	INR – Annual
A	Fixed Compensation		
	Basic Salary	6,600	79,200
	House Rent Allowance	5,500	66,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	4,741	56,892
	Subtotal I / Gross Pay	20,891	2,50,692
B	Professional tax	200	2,400
	PF Employer	792	9,504
A-B	Net Salary	19,899	2,38,788
Benefits			
C	PF Employee	792	9,504
	Gratuity	317	3,804
	SubTotal II	1,109	13,308
Total A + C	Cost to the Company	22,000	2,64,000
	Performance Enhanced Incentives	15,000*	1,80,000*
<p>Note: * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> * The Offer/ Salary Is Subjective to Completion of Training * Two-wheeler is mandatory with valid driving license * 7-10 days of training period * 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance. <ul style="list-style-type: none"> ● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable. 			

Pin Click Property Management Pvt Ltd

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+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563



The details of your annual earnings are as **Annexure B**.

ANNEXURE – B

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
	Name	Ramya R	
	Designation	Associate Property Advisor	
	Department	Sales	
	Date of Joining	10th February 2020	
	CATEGORY	INR – Monthly	INR – Annual
A	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	Children Education Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	Subtotal I / Gross Pay	23,740	2,84,880
B	Professional tax	200	2,400
	PF Employer	900	10,800
A-B	Net Salary	22,640	2,71,680
Benefits			
C	PF Employee	900	10,800
	Gratuity	360	4,320
	SubTotal II	1,260	15,120
Total A + C	Cost to the Company	25,000	3,00,000
	Performance Enhanced Incentives	15,000*	1,80,000*
<p>Note: * Performance Enhanced Incentives Is Target Based and will be paid based on your sales achievement</p> <ul style="list-style-type: none"> * The Offer/ Salary Is Subjective to Completion of Training * Two-wheeler is mandatory with valid driving license * 3000 rupees includes the traveling allowance, 500 rupees includes the mobile allowance. <ul style="list-style-type: none"> ● Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF as applicable. 			

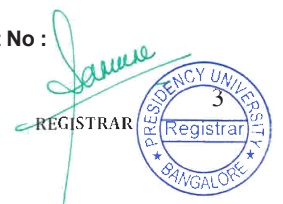
To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click Property Management Pvt Ltd

Mr.Manik Kinra
Co Founder

Pin Click Property Management Pvt Ltd

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Letter of Offer

- a) The employee shall manage the day-to-day affairs of the company and shall supervise the office staff and any other employees of the Company. The supervisory function shall be discharged by the employee with due regard to his KRA's.
- b) The employee shall at all times abide by the policies and practices of the Company and comply with applicable laws



I have read the terms and conditions set out above and completely understand the same. In accepting employment with Pin Click I undertake to confirm to the terms and conditions set out above as well as other policies, procedures, instructions, etc, as may be communicated to me from time to time.

Name: _____ Signature: _____

Date: _____ Anticipated Start Date: _____

Pin Click Property Management Pvt Ltd

No 94 Amar Jyothi layout, Above HDFC Bank 3rd floor, Domlur, Bangalore-560071. Contact No :
+91-8047-193000 website :www.pinclick.com CIN No.U70102KA2015PTC084563


REGISTRAR


Offer Letter

14-02-2020

Dear **Chanchal Kumari**

Congratulations! We are extremely excited to extend an offer to you to join the young and vibrant team of Vedantu as a "**Curriculum Designer**" in our **Team at Bangalore**. We are sure your valuable experience and passion to excel will be of great value to Vedantu and will help Vedantu move faster towards its Global vision. We are looking forward to your date of joining on **24-02-2020**.

Your fixed remuneration would be INR 3,00,000 (Three Lakh Thirty Rupees only) per annum

You will be on probation for a period of three months from the Date of Joining.

This offer is valid until **24-02-2020**

Your employment is contingent upon the Company receiving satisfactory references or background check results. Please note that in the event the Company is not satisfied with any of these items, the Company reserves the right to end this agreement of employment

- If any information or data furnished by you to the company, on the basis of which the offer of Employment was made to you, is found to be false, misleading or incomplete, or if you are found to have willfully suppressed any material information,
- If you are convicted by any court of an offence involving moral turpitude,
- If you are guilty of fraud.


Cheers!

Anand Prakash

Director & Co-founder

Vedantu Innovations Pvt. Ltd.

Vedantu Innovations Pvt. Ltd.
#1081, 2nd, 3rd & 4th Floor, 14th Main, Sector-3 HSR Layout, Bangalore, Karnataka, India 560102
CIIN: U72900KA2011PTC060958
www.vedantu.com


REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

Offer Letter

14-02-2020

Dear **Guddeti Sushmitha**

Congratulations! We are extremely excited to extend an offer to you to join the young and vibrant team of Vedantu as a "**Curriculum Designer**" in our **Team at Bangalore**. We are sure your valuable experience and passion to excel will be of great value to Vedantu and will help Vedantu move faster towards its Global vision. We are looking forward to your date of joining on **24-02-2020**.

Your fixed remuneration would be INR 3,00,000 (Three Lakh Thirty Rupees only) per annum

You will be on probation for a period of three months from the Date of Joining.

This offer is valid until **24-02-2020**

Your employment is contingent upon the Company receiving satisfactory references or background check results. Please note that in the event the Company is not satisfied with any of these items, the Company reserves the right to end this agreement of employment

- If any information or data furnished by you to the company, on the basis of which the offer of Employment was made to you, is found to be false, misleading or incomplete, or if you are found to have willfully suppressed any material information,
- If you are convicted by any court of an offence involving moral turpitude,
- If you are guilty of fraud.

Cheers!

Anand Prakash

Director & Co-founder

Vedantu Innovations Pvt. Ltd.

Vedantu Innovations Pvt. Ltd.
#1081, 2nd, 3rd & 4th Floor, 14th Main, Sector-3 HSR Layout, Bangalore, Karnataka, India 560102
CIIN: U72900KA2011PTC060958
www.vedantu.com


REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

Offer Letter

14-02-2020

Dear **Sini M Varghese**

Congratulations! We are extremely excited to extend an offer to you to join the young and vibrant team of Vedantu as a "**Curriculum Designer**" in our **Team at Bangalore**. We are sure your valuable experience and passion to excel will be of great value to Vedantu and will help Vedantu move faster towards its Global vision. We are looking forward to your date of joining on **24-02-2020**.

Your fixed remuneration would be INR 3,00,000 (Three Lakh Thirty Rupees only) per annum

You will be on probation for a period of three months from the Date of Joining.

This offer is valid until **24-02-2020**

Your employment is contingent upon the Company receiving satisfactory references or background check results. Please note that in the event the Company is not satisfied with any of these items, the Company reserves the right to end this agreement of employment

- If any information or data furnished by you to the company, on the basis of which the offer of Employment was made to you, is found to be false, misleading or incomplete, or if you are found to have willfully suppressed any material information,
- If you are convicted by any court of an offence involving moral turpitude,
- If you are guilty of fraud.

Cheers!

Anand Prakash

Director & Co-founder

Vedantu Innovations Pvt. Ltd.

Offer Letter

14-02-2020

Dear **Lekha S**

Congratulations! We are extremely excited to extend an offer to you to join the young and vibrant team of Vedantu as a "**Curriculum Designer**" in our **Team at Bangalore**. We are sure your valuable experience and passion to excel will be of great value to Vedantu and will help Vedantu move faster towards its Global vision. We are looking forward to your date of joining on **24-02-2020**.

Your fixed remuneration would be INR 3,00,000 (Three Lakh Thirty Rupees only) per annum

You will be on probation for a period of three months from the Date of Joining.

This offer is valid until **24-02-2020**

Your employment is contingent upon the Company receiving satisfactory references or background check results. Please note that in the event the Company is not satisfied with any of these items, the Company reserves the right to end this agreement of employment

- If any information or data furnished by you to the company, on the basis of which the offer of Employment was made to you, is found to be false, misleading or incomplete, or if you are found to have willfully suppressed any material information,
- If you are convicted by any court of an offence involving moral turpitude,
- If you are guilty of fraud.

Cheers!

Anand Prakash

Director & Co-founder

Vedantu Innovations Pvt. Ltd.

Offer Letter

14-02-2020

Dear **Syed Jawad Ahmed M**

Congratulations! We are extremely excited to extend an offer to you to join the young and vibrant team of Vedantu as a "**Curriculum Designer**" in our **Team at Bangalore**. We are sure your valuable experience and passion to excel will be of great value to Vedantu and will help Vedantu move faster towards its Global vision. We are looking forward to your date of joining on **24-02-2020**.

Your fixed remuneration would be INR 3,00,000 (Three Lakh Thirty Rupees only) per annum

You will be on probation for a period of three months from the Date of Joining.

This offer is valid until **24-02-2020**

Your employment is contingent upon the Company receiving satisfactory references or background check results. Please note that in the event the Company is not satisfied with any of these items, the Company reserves the right to end this agreement of employment

- If any information or data furnished by you to the company, on the basis of which the offer of Employment was made to you, is found to be false, misleading or incomplete, or if you are found to have willfully suppressed any material information,
- If you are convicted by any court of an offence involving moral turpitude,
- If you are guilty of fraud.

Cheers!

Anand Prakash

Director & Co-founder

Vedantu Innovations Pvt. Ltd.

Offer Letter

14-02-2020

Dear **Boya Ganesh Naidu**

Congratulations! We are extremely excited to extend an offer to you to join the young and vibrant team of Vedantu as a "**Curriculum Designer**" in our **Team at Bangalore**. We are sure your valuable experience and passion to excel will be of great value to Vedantu and will help Vedantu move faster towards its Global vision. We are looking forward to your date of joining on **24-02-2020**.

Your fixed remuneration would be INR 3,00,000 (Three Lakh Thirty Rupees only) per annum

You will be on probation for a period of three months from the Date of Joining.

This offer is valid until **24-02-2020**

Your employment is contingent upon the Company receiving satisfactory references or background check results. Please note that in the event the Company is not satisfied with any of these items, the Company reserves the right to end this agreement of employment

- If any information or data furnished by you to the company, on the basis of which the offer of Employment was made to you, is found to be false, misleading or incomplete, or if you are found to have willfully suppressed any material information,
- If you are convicted by any court of an offence involving moral turpitude,
- If you are guilty of fraud.

Cheers!

Anand Prakash

Director & Co-founder

Vedantu Innovations Pvt. Ltd.

Vedantu Innovations Pvt. Ltd.
#1081, 2nd, 3rd & 4th Floor, 14th Main, Sector-3 HSR Layout, Bangalore, Karnataka, India 560102
CIIN: U72900KA2011PTC060958
www.vedantu.com


REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

Offer Letter

14-02-2020

Dear **Matheen Pasha Z**

Congratulations! We are extremely excited to extend an offer to you to join the young and vibrant team of Vedantu as a "**Curriculum Designer**" in our **Team at Bangalore**. We are sure your valuable experience and passion to excel will be of great value to Vedantu and will help Vedantu move faster towards its Global vision. We are looking forward to your date of joining on **24-02-2020**.

Your fixed remuneration would be INR 3,00,000 (Three Lakh Thirty Rupees only) per annum

You will be on probation for a period of three months from the Date of Joining.

This offer is valid until **24-02-2020**

Your employment is contingent upon the Company receiving satisfactory references or background check results. Please note that in the event the Company is not satisfied with any of these items, the Company reserves the right to end this agreement of employment

- If any information or data furnished by you to the company, on the basis of which the offer of Employment was made to you, is found to be false, misleading or incomplete, or if you are found to have willfully suppressed any material information,
- If you are convicted by any court of an offence involving moral turpitude,
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Cheers!

Anand Prakash

Director & Co-founder

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REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

Ref: TC/HR/OFL

Offer Letter

14th Feb 2020
Bangalore

Nithesh Reddy E

Dear Nithesh ,

We are pleased to offer you the position of "Software Engineer" in our Organization.

Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than **2nd March 2020**.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e. **2nd March 2020**.

Emoluments & Perquisites

You will receive a Total Annual Salary of **Rs 3,00,000 /-(Rupees Three Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

Salary Review

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

Contact Us :

Email : hr@telaverge.com

Tel : 9980003482

www.telavergecommunications.com

Registered Office:

Ground Floor, South Central, # 23 & 24 EPIP 1st Phase,

KIADB Whitefield, Bangalore – 560 066, India

CIN No. U72200KA2016PTC086409



Transfer

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

Overseas Assignments

- a. Depending on the job requirement, you may be assigned to work abroad with our parent company and/or client companies. The duration of such postings will depend on the nature of the assignment. While you are abroad you will be paid salary/allowances as per the prevailing company policy.
- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC (From both Telaverge and Yourself).

Probation: If your performance is satisfactory then you will be Auto Confirmed after **Six Months**.

Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

Contact Us :

Email : hr@telaverge.com

Tel : 9980003482

www.telavergecommunications.com

Registered Office:

Ground Floor, South Central, # 23 & 24 EPIP 1st Phase,

KIADB Whitefield, Bangalore – 560 066, India

CIN No. U72200KA2016PTC086409



Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

Past record

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

What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or after, any information or confidential matters related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.

Contact Us :

Email : hr@telaverge.com

Tel : 9980003482

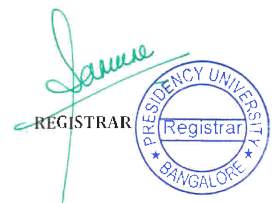
www.telavergecommunications.com

Registered Office:

Ground Floor, South Central, # 23 & 24 EPIP 1st Phase,

KIADB Whitefield, Bangalore – 560 066, India

CIN No. U72200KA2016PTC086409



- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.
- b. In case you leave the organization within two years from the date of joining i.e 2nd July 2021, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
 - Compensation/Stipend paid during training / Internship period
 - Joining Bonus paid
 - Retention Bonus paid
 - Housing Deposit
 - Training in the US (Travel and stay)
- c. In case you leave the organization within three months from the date of joining you are also liable to pay administrative charges of Rs. 15,000/- (Rupees Fifteen Thousand)and the same will be deducted in the final settlement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.
 - d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

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CIN No. U72200KA2016PTC086409



- e. If no projects are assigned to you (Bench) then the notice period shall be two months.

After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

NS Ajithkumar
Authorized Signatory

CC: HR FileAcceptance Signature/Date: _____

Contact Us :

Email : hr@telaverge.com

Tel : 9980003482

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CIN No. U72200KA2016PTC086409



PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.

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Tel : 9980003482

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CIN No. U72200KA2016PTC086409



Ref: TC/HR/OFL

Offer Letter

14th Feb 2020
Bangalore

Krishnaji B Kulkarni

Dear Krishnaji ,

We are pleased to offer you the position of "Software Engineer" in our Organization. Please note that your offer is valid contingent on receiving an acceptance from you and a starting date at Telaverge, not later than **2nd March 2020**.

Your employment at Telaverge (India) is subject to the terms and conditions of this letter and the Telaverge employment agreement that will be provided to you when you join the company.

Your appointment will be effective from, i.e. **2nd March 2020**.

Emoluments & Perquisites

You will receive a Total Annual Salary of **Rs 3,00,000 /-(Rupees Three Lakhs Only)** per year as the cost to the company and will be subjected to tax deduction at source in accordance with the prevailing IT rules.

You have been provided with a complete breakup of your salary in the attachment to this appointment letter. As per standard company policy, you will be on probation for the first 6 months (180 days).

Salary Review

Your salary will be reviewed periodically as per the policy of the company. Your increments in the grade are discretionary and will be subject to and on the basis of effective performance and results during the period.

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Tel : 9980003482

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CIN No. U72200KA2016PTC086409



Transfer

You will be liable to be transferred to any other department, establishment or branch of the company. In such a case, you will be governed by the terms and conditions of service applicable to the new placement.

Overseas Assignments

- a. Depending on the job requirement, you may be assigned to work abroad with our parent company and/or client companies. The duration of such postings will depend on the nature of the assignment. While you are abroad you will be paid salary/allowances as per the prevailing company policy.
- b. Based on requirements and business situations, you may be transferred to any of our partner companies or customers in consultation with you in India OR Overseas. This transfer agreement will be executed based on a written mutual consent and NOC (From both Telaverge and Yourself).

Probation: If your performance is satisfactory then you will be Auto Confirmed atier **Six Months.**

Confidential information

You will not at any time, without the consent of the appropriate authority, disclose or divulge or make public (except on legal obligations), any information regarding the company's affairs or administration or research carried out, whether the same may be confined to you or become known to you in the course of your service or otherwise.

Working Hours

In order to become a result-oriented company, we encourage flexible timings. Though the official timings will be between 8.00 a.m. and 5.00 p.m., your timings could be adjustable in an effective manner. We expect your presence for interaction with the Parent Company in the US and also to direct the other staff.

We have a five-day week, but the office is accessible on Saturdays and Sundays with prior intimation.

Travel

You will be required to undertake travel on company work and you will be paid travel expenses for this as per the prevailing travel policies of the Company.

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Protection of interest

- a. If you conceive any new advanced methods of improving processes/formulae/systems in relation to the operations of the company, such developments will be fully communicated to the company, which will remain the sole right/property of the company.
- b. Any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this Consultant contract. You agree that you will not disclose company information or use, or induce the company to use, any proprietary information, trade secret or confidential business information of any other person or entity.

Past record

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

What we expect from you

- a) We expect that you will devote your full time and attention in carrying out your work activities honestly, faithfully and diligently keeping in mind at all times the Company's progress. We expect that you will not engage in or do any other business or render any professional service either on a full time or part-time basis.
- b) We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or ex-employee, either during your employment or atier, any information or confidential matiers related to the Company, its employees or associates, which you would have become aware of during your employment with us.
- c) We expect that you will not act in any manner, which may be prejudicial or detrimental to the reputation and standing of the company.

Medical Fitness and Verification of particulars:

Your appointment is subject to:

- a. You're being declared medically fit by a Medical Officer or by a Doctor specified by the company and you are continuing to remain medically fit.

Contact Us :

Email : hr@telaverge.com

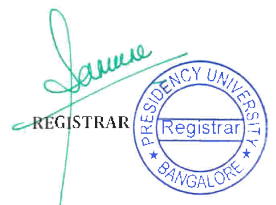
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- b. In case particulars mentioned in your application are found false, not authentic or without documentary proof, your service would be liable for termination at any time without any notice or any compensation in lieu thereof.
- c. Telaverge may conduct a background or reference check (or both) during the first two months of you joining the organization. You are expected to cooperate fully in those procedures and this offer is subjected to the outcome of those checks and satisfactory results. Telaverge reserves the right to terminate the employment if the background check is not yielding professional and acceptable results.

Termination

- a. We hope your association with us will be a very long one. However, either party may terminate this association by giving Three months notice. However, in the event of willful neglect of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.
- b. In case you leave the organization within two years from the date of joining i.e 2nd July 2021, the expenses incurred by the company (stipend/compensation/incentive) during your internship period have to be reimbursed by you.

This would include the following costs (If any)

- Relocation costs
 - Compensation/Stipend paid during training / Internship period
 - Joining Bonus paid
 - Retention Bonus paid
 - Housing Deposit
 - Training in the US (Travel and stay)
- c. In case you leave the organization within three months from the date of joining you are also liable to pay administrative charges of Rs. 15,000/- (Rupees Fiteen Thousand)and the same will be deducted in the final setilement. The administration charges Include onboarding, Third party referral check, Insurance related and other administrative expenses.
 - d. During the Probation period notice period will be three months. However, in the event of unsatisfactory performance of your duties that may be prejudicial to the interests of the company, the company has the discretion to terminate your services forthwith or with such notice as it deems fit and without any notice pay whatsoever.

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Tel : 9980003482

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- e. If no projects are assigned to you (Bench) then the notice period shall be two months.

After Termination

On termination of employment, you will immediately return to the company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, backup copies of programs, source/object and data etc. belonging to the company or relating to its business and shall not make or retain any copies of these items.

We are delighted that you have completed your internship and would join as a Full-Time Employee with Telaverge Communications. A copy of the employment agreement is provided for your review, signature and return

If for any reason you fail to join the services of the company before the above date of the offer, the offer shall stand withdrawn.

For **Telaverge Communication India Pvt. Ltd.**

NS Ajithkumar
Authorized Signatory

CC: HR FileAcceptance Signature/Date: _____

Contact Us :

Email : hr@telaverge.com

Tel : 9980003482

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Registered Office:

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PS : Please be advised that your compensation details are personal and strictly confidential and it should not be discussed with anyone under any circumstances, in case of any doubts please contact the HR Department.

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Tel : 9980003482

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CIN No. U72200KA2016PTC086409



27th February 2020

Ms.Chhavi.

Dear Chhavi,

With reference to your application and the subsequent discussions we had, we are pleased to offer you a provisional appointment in Netcon Technologies India Pvt. Ltd as “**Engineer Trainee**”

The following are the terms and conditions:

1. You will be paid a total remuneration of **INR 2,64,000 (Rupees Two Lakhs and Sixty Four Thousand Only)** per annum. The detailed breakup will be as per the enclosure. All taxes and levies as applicable will be borne by you.
2. You will be on probation during the first 6 months of your joining the company. Your confirmation is subject to evaluation of your performance at the end of the probation period. During this period, you are eligible for 6 days of paid leave.
3. You are required to join the company on or before **15.06.2020**. The detailed terms and conditions of your appointment shall be communicated to you on the date of joining. If you do not join on or before the above-mentioned date, this offer stands nullified unless the joining date is extended in writing by the company.
4. You will initially report to **Mr. Manoharan T, Manager - DEI**. Your reporting is subject to change at the discretion of the Company.
5. Your initial place of posting shall be at **Bangalore**. However, you may be transferred or deputed to other locations anywhere in India and abroad at the discretion of the Company.
6. During the term of employment with Netcon, you will not represent, handle or otherwise undertake any other business activity. It is clearly understood that you will devote your full working time exclusively to Netcon’s work and business. You will not carry on, without the consent from Netcon management, delivering lectures or training programs either alone or in partnership outside of Netcon, or be directly or indirectly employed with any business, trade or profession whatsoever as a principal or agent or otherwise. Breach of this condition shall lead to termination of your services by the company without any notice or compensation.




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7. This agreement may be terminated by providing a notice in writing. As per our current policy, the notice period is 1 month for employees on probation and 2 months for employees who have been confirmed in the company. Please note that the company's policies are subject to changes from time to time and you will be communicated of those changes in a timely manner. Retirement age at Netcon is 60 years completion as per official date of birth records.
8. Upon joining the company you are entering into confidentiality undertaking and upon termination of your employment, you will return to the company all papers & documents or other property which may be at that time be in your possession relating to business or affairs of the company or any of its associates or branches of their clients and will not retain any copies or extracts there from.
9. Upon acceptance of this offer, you may send the following joining documents to Netcon Technologies India Pvt Ltd., No.523/3, Bushido Towers, Near Kurinji Hospital, Avinashi Road, Nava India, Coimbatore – 641 028 on or before the date mentioned above:
 - 4 Passport size colour photographs
 - Proof of Academic & Technical qualification / Certificates starting from 10th to the recent qualification along with their photocopies
 - Residence Address Proof, ID Proof and PAN Card
 - Copy of Previous Company Offer / Appointment letter, recent salary revision letter if any, recent 3 month's salary slip & relieving letters.

Please sign a copy of this letter as a token of your acceptance of the terms and conditions contained in this offer of provisional appointment letter and return the same to us within 2 days of receipt.

We look forward to welcoming you to Netcon family and we assure you an interesting and rewarding career with Netcon Technologies!

Yours sincerely,
For Netcon Technologies India Pvt Ltd



Senthil Kumaran S
Manager - HR & Admin.

COMPENSATION DETAILS

Name	Chhavi	
Designation	Engineer Trainee	
SALARY COMPONENTS	MONTH / INR	ANNUAL / INR
Basic Salary	6,366	76,390
House Rent Allowance	2,546	30,556
Conveyance Allowance	1,591	19,097
Medical Allowance	1,910	22,917
Special Allowance	318	3,819
Other Allowance	7,000	84,000
Gross Salary	19,732	2,36,780
Provident Fund (Employer Contributions)	1,324	15,889
ESI (Employer Contributions)	414	4,965
Bonus	530	6,366
Fixed CTC	22,000	2,64,000
Provident Fund (Employee Contributions)	1,800	21,600
ESI (Employee Contributions)	148	1,776
Net Salary (Pre-Tax)	18,314	2,19,770
Total CTC	22,000	2,64,000

NOTE:

- Professional Tax & Labour Welfare Fund will be deducted as per the norms (as applicable).
- The above-mentioned salary components are as per the current structure. Any changes in the organization policy with respect to this structure will be applied as on that date.

OTHER BENEFITS:

- Group Mediclaim and Personal Accident Coverage as per the policy and eligibility

I agree and accept the employment on the terms and conditions mentioned in this letter. I consent that the details furnished, and documents submitted by me for employment with Netcon is subject to background verification and the company has rights to take appropriate action based on the outcome of the verification.

I shall join on : _____

Signature & Date : _____

(Chhavi)



27th February 2020

Mr. Mohammed Shahjahan.

Dear Mohammed Shahjahan,

With reference to your application and the subsequent discussions we had, we are pleased to offer you a provisional appointment in Netcon Technologies India Pvt. Ltd as “**Engineer Trainee**”

The following are the terms and conditions:

1. You will be paid a total remuneration of **INR 2,64,000 (Rupees Two Lakhs and Sixty Four Thousand Only)** per annum. The detailed breakup will be as per the enclosure. All taxes and levies as applicable will be borne by you.
2. You will be on probation during the first 6 months of your joining the company. Your confirmation is subject to evaluation of your performance at the end of the probation period. During this period, you are eligible for 6 days of paid leave.
3. You are required to join the company on or before **15.06.2020**. The detailed terms and conditions of your appointment shall be communicated to you on the date of joining. If you do not join on or before the above-mentioned date, this offer stands nullified unless the joining date is extended in writing by the company.
4. You will initially report to **Mr. Manoharan T, Manager - DEI**. Your reporting is subject to change at the discretion of the Company.
5. Your initial place of posting shall be at **Bangalore**. However, you may be transferred or deputed to other locations anywhere in India and abroad at the discretion of the Company.
6. During the term of employment with Netcon, you will not represent, handle or otherwise undertake any other business activity. It is clearly understood that you will devote your full working time exclusively to Netcon’s work and business. You will not carry on, without the consent from Netcon management, delivering lectures or training programs either alone or in partnership outside of Netcon, or be directly or indirectly employed with any business, trade or profession whatsoever as a principal or agent or otherwise. Breach of this condition shall lead to termination of your services by the company without any notice or compensation.



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7. This agreement may be terminated by providing a notice in writing. As per our current policy, the notice period is 1 month for employees on probation and 2 months for employees who have been confirmed in the company. Please note that the company's policies are subject to changes from time to time and you will be communicated of those changes in a timely manner. Retirement age at Netcon is 60 years completion as per official date of birth records.
8. Upon joining the company you are entering into confidentiality undertaking and upon termination of your employment, you will return to the company all papers & documents or other property which may be at that time be in your possession relating to business or affairs of the company or any of its associates or branches of their clients and will not retain any copies or extracts there from.
9. Upon acceptance of this offer, you may send the following joining documents to Netcon Technologies India Pvt Ltd., No.523/3, Bushido Towers, Near Kurinji Hospital, Avinashi Road, Nava India, Coimbatore – 641 028 on or before the date mentioned above:
 - 4 Passport size colour photographs
 - Proof of Academic & Technical qualification / Certificates starting from 10th to the recent qualification along with their photocopies
 - Residence Address Proof, ID Proof and PAN Card
 - Copy of Previous Company Offer / Appointment letter, recent salary revision letter if any, recent 3 month's salary slip & relieving letters.

Please sign a copy of this letter as a token of your acceptance of the terms and conditions contained in this offer of provisional appointment letter and return the same to us within 2 days of receipt.

We look forward to welcoming you to Netcon family and we assure you an interesting and rewarding career with Netcon Technologies!

Yours sincerely,
For Netcon Technologies India Pvt Ltd



Senthil Kumaran S
Manager - HR & Admin.

COMPENSATION DETAILS

Name	Mohammed Shahjahan	
Designation	Engineer Trainee	
SALARY COMPONENTS	MONTH / INR	ANNUAL / INR
Basic Salary	6,366	76,390
House Rent Allowance	2,546	30,556
Conveyance Allowance	1,591	19,097
Medical Allowance	1,910	22,917
Special Allowance	318	3,819
Other Allowance	7,000	84,000
Gross Salary	19,732	2,36,780
Provident Fund (Employer Contributions)	1,324	15,889
ESI (Employer Contributions)	414	4,965
Bonus	530	6,366
Fixed CTC	22,000	2,64,000
Provident Fund (Employee Contributions)	1,800	21,600
ESI (Employee Contributions)	148	1,776
Net Salary (Pre-Tax)	18,314	2,19,770
Total CTC	22,000	2,64,000

NOTE:

- Professional Tax & Labour Welfare Fund will be deducted as per the norms (as applicable).
- The above-mentioned salary components are as per the current structure. Any changes in the organization policy with respect to this structure will be applied as on that date.

OTHER BENEFITS:

- Group Mediclaim and Personal Accident Coverage as per the policy and eligibility

I agree and accept the employment on the terms and conditions mentioned in this letter. I consent that the details furnished, and documents submitted by me for employment with Netcon is subject to background verification and the company has rights to take appropriate action based on the outcome of the verification.

I shall join on : _____

Signature & Date : _____

(Mohammed Shahjahan)



27th February 2020

Mr. Nikhil Ravi R.

Dear Nikhil Ravi,

With reference to your application and the subsequent discussions we had, we are pleased to offer you a provisional appointment in Netcon Technologies India Pvt. Ltd as “**Engineer Trainee**”

The following are the terms and conditions:

1. You will be paid a total remuneration of **INR 2,64,000 (Rupees Two Lakhs and Sixty Four Thousand Only)** per annum. The detailed breakup will be as per the enclosure. All taxes and levies as applicable will be borne by you.
2. You will be on probation during the first 6 months of your joining the company. Your confirmation is subject to evaluation of your performance at the end of the probation period. During this period, you are eligible for 6 days of paid leave.
3. You are required to join the company on or before **15.06.2020**. The detailed terms and conditions of your appointment shall be communicated to you on the date of joining. If you do not join on or before the above-mentioned date, this offer stands nullified unless the joining date is extended in writing by the company.
4. You will initially report to **Mr. Manoharan T, Manager - DEI**. Your reporting is subject to change at the discretion of the Company.
5. Your initial place of posting shall be at **Bangalore**. However, you may be transferred or deputed to other locations anywhere in India and abroad at the discretion of the Company.
6. During the term of employment with Netcon, you will not represent, handle or otherwise undertake any other business activity. It is clearly understood that you will devote your full working time exclusively to Netcon’s work and business. You will not carry on, without the consent from Netcon management, delivering lectures or training programs either alone or in partnership outside of Netcon, or be directly or indirectly employed with any business, trade or profession whatsoever as a principal or agent or otherwise. Breach of this condition shall lead to termination of your services by the company without any notice or compensation.



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8. Upon joining the company you are entering into confidentiality undertaking and upon termination of your employment, you will return to the company all papers & documents or other property which may be at that time be in your possession relating to business or affairs of the company or any of its associates or branches of their clients and will not retain any copies or extracts there from.
9. Upon acceptance of this offer, you may send the following joining documents to Netcon Technologies India Pvt Ltd., No.523/3, Bushido Towers, Near Kurinji Hospital, Avinashi Road, Nava India, Coimbatore – 641 028 on or before the date mentioned above:
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 - Copy of Previous Company Offer / Appointment letter, recent salary revision letter if any, recent 3 month's salary slip & relieving letters.

Please sign a copy of this letter as a token of your acceptance of the terms and conditions contained in this offer of provisional appointment letter and return the same to us within 2 days of receipt.

We look forward to welcoming you to Netcon family and we assure you an interesting and rewarding career with Netcon Technologies!

Yours sincerely,
For Netcon Technologies India Pvt Ltd



Senthil Kumaran S
Manager - HR & Admin.

COMPENSATION DETAILS

Name	Nikhil Ravi	
Designation	Engineer Trainee	
SALARY COMPONENTS	MONTH / INR	ANNUAL / INR
Basic Salary	6,366	76,390
House Rent Allowance	2,546	30,556
Conveyance Allowance	1,591	19,097
Medical Allowance	1,910	22,917
Special Allowance	318	3,819
Other Allowance	7,000	84,000
Gross Salary	19,732	2,36,780
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Total CTC	22,000	2,64,000

NOTE:

- Professional Tax & Labour Welfare Fund will be deducted as per the norms (as applicable).
- The above-mentioned salary components are as per the current structure. Any changes in the organization policy with respect to this structure will be applied as on that date.

OTHER BENEFITS:

- Group Mediclaim and Personal Accident Coverage as per the policy and eligibility

I agree and accept the employment on the terms and conditions mentioned in this letter. I consent that the details furnished, and documents submitted by me for employment with Netcon is subject to background verification and the company has rights to take appropriate action based on the outcome of the verification.

I shall join on : _____

Signature & Date : _____

(Nikhil Ravi R)



Offer Letter

9 June 2020

Mr. Konireddy Sai Jeevan Reddy

Dear Konireddy Sai Jeevan Reddy

We refer, to your application and subsequent interview you had with us. We are pleased to onboard you as a Fixed Term Employee (BD team) with Cue Learn Private Limited at Bangalore on the following terms and conditions.

1. Your engagement with the Company shall be for a period of **6 months** with effect from **11 June 2020 till 30 November 2020**, At the end of the period, this arrangement will automatically stand terminated, unless renewed specifically in writing.
2. You shall be paid an all-inclusive compensation amount of **Rs. 16000/-** per month. You may be eligible for an incentive pay based on the *company's* incentive structure and the targets achieved by you. The details of which shall be communicated to you separately. The details of the same is mentioned in Annexure-I.
3. Your appointment is subject to (i) we finding you medically fit; and (ii) our verification of your credentials provided by you (refer **Annexure II**) and (iii) correctness of data provided by you.
4. Please note that by accepting the offer made to you in this letter, you agree to abide by the rules, by-laws and policies of the Company.

Taxes

1. All taxes, where applicable, will be to your account.

Confidentiality & Invention

1. You shall treat all information imparted to you during your engagement with Cue Learn as confidential and shall not divulge the same directly or indirectly to any person or firm or organization.
2. You shall not, either during your engagement with the Company or thereafter, divulge to any person whatsoever any formulae, processes, methods, machines, compositions, ideas or any other information concerning the business and affairs of the Company, clients, business partner or any of its dealings, transactions which come to your knowledge during your engagement, or use any of the same for your own benefit.
3. Any invention, improvement or design conceived by you while in our engagement which is within the existing or contemplated scope of the business of the Company shall become the *Company's exclusive* property for all countries.
4. On ceasing to be in the fixed term arrangement with the Company, you shall return forthwith all the properties of the Company that are entrusted during your fixed term arrangement with the Company.

Termination

1. This engagement can be terminated at any time by either party hereto giving a notice of 7 days.

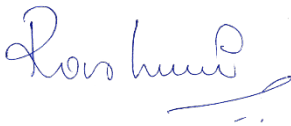
Other Conditions

1. You shall devote your time and attention to the business of the Company to the best of your ability while carrying out your engagement and you shall not become interested or employed or otherwise concerned at any time directly or indirectly with any other business which is likely to create conflict of interest with that of the Company.
2. If at any time you shall, by your conduct, render yourself incompetent to perform your duties or if you should be dishonest, disobedient, intemperate, irregular in attendance, commit any breach of the terms of your engagement or any of its stipulates herein

contained, Cue Learn shall, without prejudice to any of its rights under the terms herein be entitled to terminate your contractual engagement forthwith without notice or payment in lieu of notice and to deduct from your fees or other emoluments, if any, then due to you, the amount of loss Cue Learn may have sustained.

We hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it to us.

For Cue Learn Pvt. Ltd.



Ms. Rashmi K C
(Head – HR)

I accept the offer with the Company on the terms and conditions set out in this letter.

Full Name: _____

Signature: _____

Date: _____

Place: _____

Annexure -I

Compensation Structure

	Monthly
Fixed	15480
ESI	520
Total	16000

Note: The Compensation is subject to Professional Tax and Income Tax deductions as per statutory requirements

Annexure -II

Documents to be submitted at the time of joining

1. Two passport size photograph
2. Pan Card (Photocopy)
3. Address proof (Photocopy)
4. Academic certificates (all):
 - Xth Std. Passing Certificate
 - Xth Std. Marks card
 - XIIth Std. Marks card
 - Graduation Degree
 - Graduation Marks Sheet
 - Post-Graduation Degree
 - Post-Graduation Marks cards
 - Any other relevant certificate (if any)
 - Previous employment Experience/Reliving letter.

04th Mar 2020

Ref: iOPEX/RRF3748.CAN4832/7179

APPOINTMENT LETTER

Mr.Venkata Sai Krishna P
#15 Thunga Nilaya ,3rd Cross ,Ajjappa Block, Ganesha Temple Street ,Dinnur
,Banglore-32,#15 Thunga Nilaya ,3rd Cross ,Ajjappa Block, Ganesha Temple Street ,Dinnur
,Banglore-32
Banglore,Karnataka,560032.

Dear Venkata,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies in **Grade E1**.

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]**. This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The terms & conditions of our Offer of Employment to you are as follows:

1. **Date of Commencement of Employment:**

Your employment with the Company shall commence on June 01, 2020.

2. **Location:**

Your current location of employment shall be Bangalore , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), 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.


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PRESIDENCY UNIVERSITY
BANGALORE

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.

3. Health Insurance Plan - ESIC Scheme:

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

4. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

5. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

6. Working Hours

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.


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7. Leave

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

8. Increments & Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.

9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

A specially appointed agency will conduct internal and external background Verification . Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.


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This offer of employment and its annexures 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.

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

As a token of your acceptance of this agreement, kindly sign the duplicate copy.

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

Yours sincerely,



Sumitra CV
Associate Director - HRA

Encl: Annexure A - Compensation Details
Annexure B - Other Benefits
Annexure C - Terms & Conditions



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Annexure A: Compensation Details (Salary & applicable benefits)

Name: Venkata Sai Krishna P

a) Remuneration

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
Fixed Pay			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	Total Fixed Pay	15,261	183132
Variable Pay			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30000
	Total Variable Pay	8,000	96,000
Employer Contributions			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	Sub-Total	1,739	20,868
	TOTAL CTC	25,000	300,000
	Net Pay	21,904	262,843

b) Retirals

- You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.


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c) Variable Components

Night Shift Allowance: This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

Attendance Bonus: Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

d) Applicable tax would be borne by the employee.

Note -

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.


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Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company,; directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of one year from the date of your separation from iOPEX, without the prior written permission of the competent authority.
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX., either to solicit business for personal gain or as an agent of any other company/ firm / organization, for a period of twelve months from the date of your relieving.
7. You are liable to not join any of our competitors including its associate companies or sister concerns for two years with effect from your date of joining. If you fail to adhere to the same, you and the company which you join will be liable for such non-conformance.
8. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
9. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal myportal.iope.com. In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.


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10. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

11. You shall communicate any change with regard to your expected date of joining. The HR team will give you a letter confirming the change of date.

12. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be 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 category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Its mandate to submit the below mentioned documents at the time of your joining

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
 - a) 10th Mark Sheet
 - b) 12th Mark Sheet
 - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
 - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
 - Aadhar Card
 - Voters Identity Card
 - Driving License
 - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
 - Valid Indian Passport
 - Aadhar Card
 - Voters Identity Card
 - Telephone bill
 - Ration card
 - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

Note: "Kindly bring the Original certificates for validation at the time of joining"



10th Mar 2020

Ref: iOPEX/RRF3748.CAN4818/7183

APPOINTMENT LETTER

Ms.Namratha G
#11,4th Cross C I Layout Main Road , V V Layout , Cholanayakanahalli, Hebbal,R T Nagar
Post Office
Bangalore ,Karnataka,560032.

Dear Namratha,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies in **Grade E1**.

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]**. This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The terms & conditions of our Offer of Employment to you are as follows:

1. Date of Commencement of Employment:

Your employment with the Company shall commence on June 01, 2020.

2. Location:

Your current location of employment shall be Bangalore , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), 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.


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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.

3. Health Insurance Plan - ESIC Scheme:

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

4. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

5. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

6. Working Hours

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.


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7. Leave

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

8. Increments & Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.

9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

A specially appointed agency will conduct internal and external background Verification . Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

This offer of employment and its annexures 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.

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

As a token of your acceptance of this agreement, kindly sign the duplicate copy.

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

Yours sincerely,



Sumitra CV
Associate Director - HRA

Encl: Annexure A - Compensation Details
Annexure B - Other Benefits
Annexure C - Terms & Conditions



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Annexure A: Compensation Details (Salary & applicable benefits)

Name: Namratha G

a) Remuneration

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
Fixed Pay			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	Total Fixed Pay	15,261	183132
Variable Pay			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30000
	Total Variable Pay	8,000	96,000
Employer Contributions			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	Sub-Total	1,739	20,868
	TOTAL CTC	25,000	300,000
	Net Pay	21,904	262,843

b) Retirals

- i. You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- ii. You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.


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BANGALORE

c) Variable Components

Night Shift Allowance: This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

Attendance Bonus: Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

d) Applicable tax would be borne by the employee.

Note -

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company,; directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of one year from the date of your separation from iOPEX, without the prior written permission of the competent authority.
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX., either to solicit business for personal gain or as an agent of any other company/ firm / organization, for a period of twelve months from the date of your relieving.
7. You are liable to not join any of our competitors including its associate companies or sister concerns for two years with effect from your date of joining. If you fail to adhere to the same, you and the company which you join will be liable for such non-conformance.
8. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
9. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal myportal.iope.com. In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.


REGISTRAR


10. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

11. You shall communicate any change with regard to your expected date of joining. The HR team will give you a letter confirming the change of date.

12. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be 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 category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Its mandate to submit the below mentioned documents at the time of your joining

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
 - a) 10th Mark Sheet
 - b) 12th Mark Sheet
 - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
 - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
 - Aadhar Card
 - Voters Identity Card
 - Driving License
 - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
 - Valid Indian Passport
 - Aadhar Card
 - Voters Identity Card
 - Telephone bill
 - Ration card
 - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

Note: "Kindly bring the Original certificates for validation at the time of joining"



04th Mar 2020

Ref: iOPEX/RRF3748.CAN4810/7180

APPOINTMENT LETTER

Ms.Varsha V

32/1b, 4th Cross, Chikkabommasandra, ,Yelahanka New Town, Gkvk Post
Bengaluru,Karnataka,560064.

Dear Varsha,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies in **Grade E1**.

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]**. This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The terms & conditions of our Offer of Employment to you are as follows:

1. Date of Commencement of Employment:

Your employment with the Company shall commence on June 01, 2020.

2. Location:

Your current location of employment shall be Bangalore , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), 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.


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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.

3. Health Insurance Plan - ESIC Scheme:

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

4. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

5. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

6. Working Hours

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.


REGISTRAR


7. Leave

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

8. Increments & Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.

9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

A specially appointed agency will conduct internal and external background Verification . Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.


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This offer of employment and its annexures 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.

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

As a token of your acceptance of this agreement, kindly sign the duplicate copy.

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

Yours sincerely,



Sumitra CV
Associate Director - HRA

Encl: Annexure A - Compensation Details
Annexure B - Other Benefits
Annexure C - Terms & Conditions



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PRESIDENCY UNIVERSITY
BANGALORE

Annexure A: Compensation Details (Salary & applicable benefits)

Name: Varsha V

a) Remuneration

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
Fixed Pay			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	Total Fixed Pay	15,261	183132
Variable Pay			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30000
	Total Variable Pay	8,000	96,000
Employer Contributions			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	Sub-Total	1,739	20,868
	TOTAL CTC	25,000	300,000
	Net Pay	21,904	262,843

b) Retirals

- You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.


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c) Variable Components

Night Shift Allowance: This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

Attendance Bonus: Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

d) Applicable tax would be borne by the employee.

Note -

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.


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BANGALORE

Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company,; directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of one year from the date of your separation from iOPEX, without the prior written permission of the competent authority.
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX., either to solicit business for personal gain or as an agent of any other company/ firm / organization, for a period of twelve months from the date of your relieving.
7. You are liable to not join any of our competitors including its associate companies or sister concerns for two years with effect from your date of joining. If you fail to adhere to the same, you and the company which you join will be liable for such non-conformance.
8. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
9. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal myportal.iope.com. In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.


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10. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

11. You shall communicate any change with regard to your expected date of joining. The HR team will give you a letter confirming the change of date.

12. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be 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 category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Its mandate to submit the below mentioned documents at the time of your joining

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
 - a) 10th Mark Sheet
 - b) 12th Mark Sheet
 - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
 - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
 - Aadhar Card
 - Voters Identity Card
 - Driving License
 - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
 - Valid Indian Passport
 - Aadhar Card
 - Voters Identity Card
 - Telephone bill
 - Ration card
 - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

Note: "Kindly bring the Original certificates for validation at the time of joining"



02nd Mar 2020

Ref: iOPEX/RRF3748.CAN4807/7177

APPOINTMENT LETTER

Ms.Asra Noorain

#1,e.no.2nd Street, Police Station Road,halasuru, Bengaluru-560008,#15,noor Manzil,2nd Cross,nagarajappa Layout,a.narayaanapura,akash Nagar,behind White House,
Bangalore-560016
Bangalore,Karnataka,560008.

Dear Asra,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies in **Grade E1**.

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]**. This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The terms & conditions of our Offer of Employment to you are as follows:

1. Date of Commencement of Employment:

Your employment with the Company shall commence on June 01, 2020.

2. Location:

Your current location of employment shall be Bangalore , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), 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.


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PRESIDENCY UNIVERSITY
BANGALORE

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.

3. Health Insurance Plan - ESIC Scheme:

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

4. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

5. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

6. Working Hours

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.


REGISTRAR


7. Leave

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

8. Increments & Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.

9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

A specially appointed agency will conduct internal and external background Verification . Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.



This offer of employment and its annexures 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.

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

As a token of your acceptance of this agreement, kindly sign the duplicate copy.

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

Yours sincerely,



Sumitra CV
Associate Director - HRA

Encl: Annexure A - Compensation Details
Annexure B - Other Benefits
Annexure C - Terms & Conditions



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PRESIDENCY UNIVERSITY
BANGALORE

Annexure A: Compensation Details (Salary & applicable benefits)

Name: Asra Noorain

a) Remuneration

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
Fixed Pay			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	Total Fixed Pay	15,261	183132
Variable Pay			
	Night Shift Allowance	5,500	66000
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	Total Variable Pay	8,000	96,000
Employer Contributions			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	Sub-Total	1,739	20,868
	TOTAL CTC	25,000	300,000
	Net Pay	21,904	262,843

b) Retirals

- i. You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- ii. You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.


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c) Variable Components

Night Shift Allowance: This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

Attendance Bonus: Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

d) Applicable tax would be borne by the employee.

Note -

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company,; directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of one year from the date of your separation from iOPEX, without the prior written permission of the competent authority.
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX., either to solicit business for personal gain or as an agent of any other company/ firm / organization, for a period of twelve months from the date of your relieving.
7. You are liable to not join any of our competitors including its associate companies or sister concerns for two years with effect from your date of joining. If you fail to adhere to the same, you and the company which you join will be liable for such non-conformance.
8. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
9. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal myportal.iope.com. In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.


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10. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

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Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

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Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Its mandate to submit the below mentioned documents at the time of your joining

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2. Educational Certificates (photo copy for submission)
 - a) 10th Mark Sheet
 - b) 12th Mark Sheet
 - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
 - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
 - Aadhar Card
 - Voters Identity Card
 - Driving License
 - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
 - Valid Indian Passport
 - Aadhar Card
 - Voters Identity Card
 - Telephone bill
 - Ration card
 - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

Note: "Kindly bring the Original certificates for validation at the time of joining"



05th May 2020

Ref: iOPEX/RRF3803.CAN5864/7275

APPOINTMENT LETTER

Mr.Manish K

No.37, "Gowri Illam",venkteshappa Layout,Flower Garden,babusapalya,kalyan Nagar Post
Bangalore,Karnataka,560043.

Dear Manish,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies in **Grade E1**.

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]**. This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The terms & conditions of our Offer of Employment to you are as follows:

1. Date of Commencement of Employment:

Your employment with the Company shall commence on May 06, 2020.

2. Location:

Your current location of employment shall be Bangalore , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), 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.


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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.

3. Health Insurance Plan - ESIC Scheme:

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

4. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

5. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

6. Working Hours

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.


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7. Leave

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

8. Increments & Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.

9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

A specially appointed agency will conduct internal and external background Verification . Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.



This offer of employment and its annexures 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.

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

As a token of your acceptance of this agreement, kindly sign the duplicate copy.

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

Yours sincerely,



Sumitra CV
Associate Director - HRA

Encl: Annexure A - Compensation Details
Annexure B - Other Benefits
Annexure C - Terms & Conditions



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Annexure A: Compensation Details (Salary & applicable benefits)

Name: Manish K

a) Remuneration

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
Fixed Pay			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	Total Fixed Pay	15,261	183132
Variable Pay			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30000
	Total Variable Pay	8,000	96,000
Employer Contributions			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	Sub-Total	1,739	20,868
	TOTAL CTC	25,000	300,000
	Net Pay	21,904	262,843

b) Retirals

- You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.

Manish K
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BANGALORE

c) Variable Components

Night Shift Allowance: This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

Attendance Bonus: Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

d) Applicable tax would be borne by the employee.

Note -

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.


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Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company,; directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of one year from the date of your separation from iOPEX, without the prior written permission of the competent authority.
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX., either to solicit business for personal gain or as an agent of any other company/ firm / organization, for a period of twelve months from the date of your relieving.
7. You are liable to not join any of our competitors including its associate companies or sister concerns for two years with effect from your date of joining. If you fail to adhere to the same, you and the company which you join will be liable for such non-conformance.
8. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
9. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal myportal.iope.com. In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.


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10. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

11. You shall communicate any change with regard to your expected date of joining. The HR team will give you a letter confirming the change of date.

12. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be 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 category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature


REGISTRAR Registrar
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Its mandate to submit the below mentioned documents at the time of your joining

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
 - a) 10th Mark Sheet
 - b) 12th Mark Sheet
 - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
 - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
 - Aadhar Card
 - Voters Identity Card
 - Driving License
 - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
 - Valid Indian Passport
 - Aadhar Card
 - Voters Identity Card
 - Telephone bill
 - Ration card
 - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

Note: "Kindly bring the Original certificates for validation at the time of joining"



04th Mar 2020

Ref: iOPEX/RRF3748.CAN4805/7182

APPOINTMENT LETTER

Mr.Satya Shiromani

Hno. 76, Ramaiah Layout,Suggatta Road, Hunasamranahalli, Bengaluru North
Bengaluru,Karnataka,562157.

Dear Satya,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies in **Grade E1**.

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]**. This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The terms & conditions of our Offer of Employment to you are as follows:

1. Date of Commencement of Employment:

Your employment with the Company shall commence on June 01, 2020.

2. Location:

Your current location of employment shall be Bangalore , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), 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.


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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.

3. Health Insurance Plan - ESIC Scheme:

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

4. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

5. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

6. Working Hours

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.


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7. Leave

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

8. Increments & Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.

9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

A specially appointed agency will conduct internal and external background Verification . Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.


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This offer of employment and its annexures 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.

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

As a token of your acceptance of this agreement, kindly sign the duplicate copy.

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

Yours sincerely,



Sumitra CV
Associate Director - HRA

Encl: Annexure A - Compensation Details
Annexure B - Other Benefits
Annexure C - Terms & Conditions



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Annexure A: Compensation Details (Salary & applicable benefits)

Name: Satya Shiromani

a) Remuneration

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
Fixed Pay			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	Total Fixed Pay	15,261	183132
Variable Pay			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30000
	Total Variable Pay	8,000	96,000
Employer Contributions			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	Sub-Total	1,739	20,868
	TOTAL CTC	25,000	300,000
	Net Pay	21,904	262,843

b) Retirals

- You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.


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c) Variable Components

Night Shift Allowance: This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

Attendance Bonus: Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

d) Applicable tax would be borne by the employee.

Note -

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company,; directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of one year from the date of your separation from iOPEX, without the prior written permission of the competent authority.
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX., either to solicit business for personal gain or as an agent of any other company/ firm / organization, for a period of twelve months from the date of your relieving.
7. You are liable to not join any of our competitors including its associate companies or sister concerns for two years with effect from your date of joining. If you fail to adhere to the same, you and the company which you join will be liable for such non-conformance.
8. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
9. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal myportal.iope.com. In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.


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10. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

11. You shall communicate any change with regard to your expected date of joining. The HR team will give you a letter confirming the change of date.

12. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be 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 category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Its mandate to submit the below mentioned documents at the time of your joining

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
 - a) 10th Mark Sheet
 - b) 12th Mark Sheet
 - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
 - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
 - Aadhar Card
 - Voters Identity Card
 - Driving License
 - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
 - Valid Indian Passport
 - Aadhar Card
 - Voters Identity Card
 - Telephone bill
 - Ration card
 - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

Note: "Kindly bring the Original certificates for validation at the time of joining"



OFFER LETTER

18-Feb-2020

Lakshmi Devi P

Presidency University, Bangalore

Dear Lakshmi,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **IMS Engineer** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 65% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 3,00,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

The Company has filed an application before the National Company Law Tribunal ("NCLT") for amalgamation with its affiliate NTT DATA Information Processing Services Private Limited ("IPS") ("Merger") with IPS post-merger as the surviving entity. The matter is now pending for approval of the Scheme by the NCLT.

If the order of merger is received before your joining date, then all references to NTT DATA Global Delivery Services Private Limited in this letter will stand automatically amended to NTT DATA Information Processing Services Private Limited and the offer shall be deemed to be made by NTT DATA Information Processing Services Private Limited

Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential

Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

1. Certificates & mark sheets supporting your educational qualifications:
 - a. Xth Certificate and mark sheet
 - b. XIIth Certificate and mark sheet
 - c. Degree Certificate/Provisional Certificate and individual semester mark sheets, consolidated mark sheets, course completion certificate (for each graduation / post graduation)
2. Three copies of your recent Passport size color photograph (white background)
3. Copy of NTT DATA Global Delivery Services Private Limited offer letter and completed pre-employment form
4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

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

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

Urmimala Sarkar

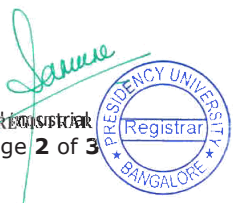
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **24-Feb-2020** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Lakshmi Devi P

Date: **24-Feb-2020**

Confidential



DECLARATION

I, Lakshmi Devi P do hereby acknowledge, represent and confirm to NTT DATA Global Delivery Services Private Limited, (hereinafter referred to as the Company, which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) that my offer will be subject to:

1. My willingness to relocate to any of the any of the locations of the Company. I agree that the Company reserves the right to depute / transfer my services to any other location/ centres of the Company/ client location/ Group Company in consistence with the Company's business/ project requirement and interests. In case I fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
2. My willingness to work in any of the shifts (i.e. either day or night shifts). I agree that the Company reserves the right to depute me to work in any of the shifts in consistence with the Company's business/ project requirement and interests. In case I refuse to work in any of the shifts as required by the Company, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
3. My willingness to work in any kind of technology/ project. I agree that the Company reserves the right to depute me to work on any kind of technology/ projects in consistence with the Company's business/ project requirement and interests. In case I refuse to work on any kind of technology/ projects as required by the Company, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.

I, do hereby verify and declare that the contents of this declaration are true and correct and given with my free will and consent, no part of it is false and nothing material has been concealed therein and I am solely responsible for its accuracy and know of no agreements, obligations or restrictions which prevent or prohibit me from complying with them.

SIGNATURE:

NAME: Lakshmi Devi P

DATE: 24-Feb-2020

PLACE: Bangalore

Confidential

OFFER LETTER

18-Feb-2020

Ranjitha J

Presidency University, Bangalore

Dear Ranjitha,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **IMS Engineer** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 65% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 3,00,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

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Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential

Annexure A

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2. Three copies of your recent Passport size color photograph (white background)
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4. You are required to carry your passport at the time of joining

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

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

Urmimala Sarkar

URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **24-Feb-2020** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Ranjitha J

Date: **24-Feb-2020**

Confidential



DECLARATION

I, Ranjitha J do hereby acknowledge, represent and confirm to NTT DATA Global Delivery Services Private Limited, (hereinafter referred to as the Company, which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) that my offer will be subject to:

1. My willingness to relocate to any of the any of the locations of the Company. I agree that the Company reserves the right to depute / transfer my services to any other location/ centres of the Company/ client location/ Group Company in consistence with the Company's business/ project requirement and interests. In case I fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
2. My willingness to work in any of the shifts (i.e. either day or night shifts). I agree that the Company reserves the right to depute me to work in any of the shifts in consistence with the Company's business/ project requirement and interests. In case I refuse to work in any of the shifts as required by the Company, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
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I, do hereby verify and declare that the contents of this declaration are true and correct and given with my free will and consent, no part of it is false and nothing material has been concealed therein and I am solely responsible for its accuracy and know of no agreements, obligations or restrictions which prevent or prohibit me from complying with them.

SIGNATURE:

NAME: Ranjitha J

DATE: 24-Feb-2020

PLACE: Bangalore

Confidential

OFFER LETTER

18-Feb-2020

Divya Prasad

Presidency University, Bangalore

Dear Divya,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **IMS Engineer** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 65% aggregate.
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On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 3,00,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

The Company has filed an application before the National Company Law Tribunal ("NCLT") for amalgamation with its affiliate NTT DATA Information Processing Services Private Limited ("IPS") ("Merger") with IPS post-merger as the surviving entity. The matter is now pending for approval of the Scheme by the NCLT.

If the order of merger is received before your joining date, then all references to NTT DATA Global Delivery Services Private Limited in this letter will stand automatically amended to NTT DATA Information Processing Services Private Limited and the offer shall be deemed to be made by NTT DATA Information Processing Services Private Limited

Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential

Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

1. Certificates & mark sheets supporting your educational qualifications:
 - a. Xth Certificate and mark sheet
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 - c. Degree Certificate/Provisional Certificate and individual semester mark sheets, consolidated mark sheets, course completion certificate (for each graduation / post graduation)
2. Three copies of your recent Passport size color photograph (white background)
3. Copy of NTT DATA Global Delivery Services Private Limited offer letter and completed pre-employment form
4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

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

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

Urmimala Sarkar

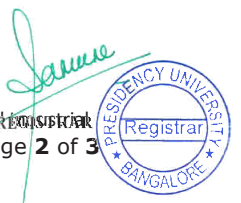
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **24-Feb-2020** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Divya Prasad

Date: **24-Feb-2020**

Confidential



DECLARATION

I, Divya Prasad do hereby acknowledge, represent and confirm to NTT DATA Global Delivery Services Private Limited, (hereinafter referred to as the Company, which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) that my offer will be subject to:

1. My willingness to relocate to any of the any of the locations of the Company. I agree that the Company reserves the right to depute / transfer my services to any other location/ centres of the Company/ client location/ Group Company in consistence with the Company's business/ project requirement and interests. In case I fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
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I, do hereby verify and declare that the contents of this declaration are true and correct and given with my free will and consent, no part of it is false and nothing material has been concealed therein and I am solely responsible for its accuracy and know of no agreements, obligations or restrictions which prevent or prohibit me from complying with them.

SIGNATURE:

NAME: Divya Prasad

DATE: 24-Feb-2020

PLACE: Bangalore

Confidential

OFFER LETTER

18-Feb-2020

Sania Khan

Presidency University, Bangalore

Dear Sania,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **IMS Engineer** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 65% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 3,00,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

The Company has filed an application before the National Company Law Tribunal ("NCLT") for amalgamation with its affiliate NTT DATA Information Processing Services Private Limited ("IPS") ("Merger") with IPS post-merger as the surviving entity. The matter is now pending for approval of the Scheme by the NCLT.

If the order of merger is received before your joining date, then all references to NTT DATA Global Delivery Services Private Limited in this letter will stand automatically amended to NTT DATA Information Processing Services Private Limited and the offer shall be deemed to be made by NTT DATA Information Processing Services Private Limited

Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential

Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

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 - c. Degree Certificate/Provisional Certificate and individual semester mark sheets, consolidated mark sheets, course completion certificate (for each graduation / post graduation)
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4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

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

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

Urmimala Sarkar

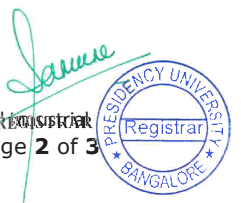
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **24-Feb-2020** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Sania Khan

Date: **24-Feb-2020**

Confidential



DECLARATION

I, Sania Khan do hereby acknowledge, represent and confirm to NTT DATA Global Delivery Services Private Limited, (hereinafter referred to as the Company, which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) that my offer will be subject to:

1. My willingness to relocate to any of the any of the locations of the Company. I agree that the Company reserves the right to depute / transfer my services to any other location/ centres of the Company/ client location/ Group Company in consistence with the Company's business/ project requirement and interests. In case I fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
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SIGNATURE:

NAME: Sania Khan

DATE: 24-Feb-2020

PLACE: Bangalore

Confidential

OFFER LETTER

18-Feb-2020

Simrin Naz

Presidency University, Bangalore

Dear Simrin,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **IMS Engineer** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

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Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential

Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

1. Certificates & mark sheets supporting your educational qualifications:
 - a. Xth Certificate and mark sheet
 - b. XIIth Certificate and mark sheet
 - c. Degree Certificate/Provisional Certificate and individual semester mark sheets, consolidated mark sheets, course completion certificate (for each graduation / post graduation)
2. Three copies of your recent Passport size color photograph (white background)
3. Copy of NTT DATA Global Delivery Services Private Limited offer letter and completed pre-employment form
4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

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

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

Urmimala Sarkar

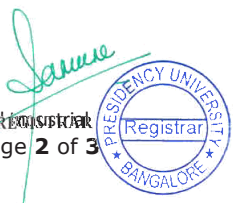
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **24-Feb-2020** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Simrin Naz

Date: **24-Feb-2020**

Confidential



DECLARATION

I, Simrin Naz do hereby acknowledge, represent and confirm to NTT DATA Global Delivery Services Private Limited, (hereinafter referred to as the Company, which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) that my offer will be subject to:

1. My willingness to relocate to any of the any of the locations of the Company. I agree that the Company reserves the right to depute / transfer my services to any other location/ centres of the Company/ client location/ Group Company in consistence with the Company's business/ project requirement and interests. In case I fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
2. My willingness to work in any of the shifts (i.e. either day or night shifts). I agree that the Company reserves the right to depute me to work in any of the shifts in consistence with the Company's business/ project requirement and interests. In case I refuse to work in any of the shifts as required by the Company, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
3. My willingness to work in any kind of technology/ project. I agree that the Company reserves the right to depute me to work on any kind of technology/ projects in consistence with the Company's business/ project requirement and interests. In case I refuse to work on any kind of technology/ projects as required by the Company, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.

I, do hereby verify and declare that the contents of this declaration are true and correct and given with my free will and consent, no part of it is false and nothing material has been concealed therein and I am solely responsible for its accuracy and know of no agreements, obligations or restrictions which prevent or prohibit me from complying with them.

SIGNATURE:

NAME: Simrin Naz

DATE: 24-Feb-2020

PLACE: Bangalore

Confidential

OFFER LETTER

18-Feb-2020

Raj Mehta

Presidency University, Bangalore

Dear Raj,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **IMS Engineer** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 65% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 3,00,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

The Company has filed an application before the National Company Law Tribunal ("NCLT") for amalgamation with its affiliate NTT DATA Information Processing Services Private Limited ("IPS") ("Merger") with IPS post-merger as the surviving entity. The matter is now pending for approval of the Scheme by the NCLT.

If the order of merger is received before your joining date, then all references to NTT DATA Global Delivery Services Private Limited in this letter will stand automatically amended to NTT DATA Information Processing Services Private Limited and the offer shall be deemed to be made by NTT DATA Information Processing Services Private Limited

Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential

Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

1. Certificates & mark sheets supporting your educational qualifications:
 - a. Xth Certificate and mark sheet
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2. Three copies of your recent Passport size color photograph (white background)
3. Copy of NTT DATA Global Delivery Services Private Limited offer letter and completed pre-employment form
4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

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

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

Urmimala Sarkar

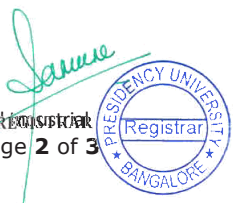
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **24-Feb-2020** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Raj Mehta

Date: **24-Feb-2020**

Confidential



DECLARATION

I, Raj Mehta do hereby acknowledge, represent and confirm to NTT DATA Global Delivery Services Private Limited, (hereinafter referred to as the Company, which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) that my offer will be subject to:

1. My willingness to relocate to any of the any of the locations of the Company. I agree that the Company reserves the right to depute / transfer my services to any other location/ centres of the Company/ client location/ Group Company in consistence with the Company's business/ project requirement and interests. In case I fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
2. My willingness to work in any of the shifts (i.e. either day or night shifts). I agree that the Company reserves the right to depute me to work in any of the shifts in consistence with the Company's business/ project requirement and interests. In case I refuse to work in any of the shifts as required by the Company, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
3. My willingness to work in any kind of technology/ project. I agree that the Company reserves the right to depute me to work on any kind of technology/ projects in consistence with the Company's business/ project requirement and interests. In case I refuse to work on any kind of technology/ projects as required by the Company, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.

I, do hereby verify and declare that the contents of this declaration are true and correct and given with my free will and consent, no part of it is false and nothing material has been concealed therein and I am solely responsible for its accuracy and know of no agreements, obligations or restrictions which prevent or prohibit me from complying with them.

SIGNATURE:

NAME: Raj Mehta

DATE: 24-Feb-2020

PLACE: Bangalore

Confidential

OFFER LETTER

18-Feb-2020

Fathimathul Rafna K C
Presidency University, Bangalore

Dear Rafna,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **IMS Engineer** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 65% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 3,00,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

The Company has filed an application before the National Company Law Tribunal ("NCLT") for amalgamation with its affiliate NTT DATA Information Processing Services Private Limited ("IPS") ("Merger") with IPS post-merger as the surviving entity. The matter is now pending for approval of the Scheme by the NCLT.

If the order of merger is received before your joining date, then all references to NTT DATA Global Delivery Services Private Limited in this letter will stand automatically amended to NTT DATA Information Processing Services Private Limited and the offer shall be deemed to be made by NTT DATA Information Processing Services Private Limited

Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential

Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

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3. Copy of NTT DATA Global Delivery Services Private Limited offer letter and completed pre-employment form
4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

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

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

Urmimala Sarkar

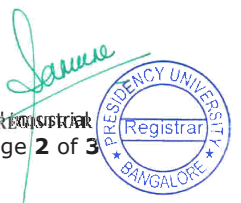
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **24-Feb-2020** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Fathimathul Rafna K C

Date: **24-Feb-2020**

Confidential



DECLARATION

I, Fathimathul Rafna K C do hereby acknowledge, represent and confirm to NTT DATA Global Delivery Services Private Limited, (hereinafter referred to as the Company, which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) that my offer will be subject to:

1. My willingness to relocate to any of the any of the locations of the Company. I agree that the Company reserves the right to depute / transfer my services to any other location/ centres of the Company/ client location/ Group Company in consistence with the Company's business/ project requirement and interests. In case I fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
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I, do hereby verify and declare that the contents of this declaration are true and correct and given with my free will and consent, no part of it is false and nothing material has been concealed therein and I am solely responsible for its accuracy and know of no agreements, obligations or restrictions which prevent or prohibit me from complying with them.

SIGNATURE:

NAME: Fathimathul Rafna K C

DATE: 24-Feb-2020

PLACE: Bangalore

Confidential

OFFER LETTER

18-Feb-2020

Kaushik N

Presidency University, Bangalore

Dear Kaushik,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **IMS Engineer** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 65% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 3,00,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

The Company has filed an application before the National Company Law Tribunal ("NCLT") for amalgamation with its affiliate NTT DATA Information Processing Services Private Limited ("IPS") ("Merger") with IPS post-merger as the surviving entity. The matter is now pending for approval of the Scheme by the NCLT.

If the order of merger is received before your joining date, then all references to NTT DATA Global Delivery Services Private Limited in this letter will stand automatically amended to NTT DATA Information Processing Services Private Limited and the offer shall be deemed to be made by NTT DATA Information Processing Services Private Limited

Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential

Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

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2. Three copies of your recent Passport size color photograph (white background)
3. Copy of NTT DATA Global Delivery Services Private Limited offer letter and completed pre-employment form
4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

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

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

Urmimala Sarkar

URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **24-Feb-2020** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Kaushik N

Date: **24-Feb-2020**

Confidential



DECLARATION

I, Kaushik N do hereby acknowledge, represent and confirm to NTT DATA Global Delivery Services Private Limited, (hereinafter referred to as the Company, which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) that my offer will be subject to:

1. My willingness to relocate to any of the any of the locations of the Company. I agree that the Company reserves the right to depute / transfer my services to any other location/ centres of the Company/ client location/ Group Company in consistence with the Company's business/ project requirement and interests. In case I fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
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I, do hereby verify and declare that the contents of this declaration are true and correct and given with my free will and consent, no part of it is false and nothing material has been concealed therein and I am solely responsible for its accuracy and know of no agreements, obligations or restrictions which prevent or prohibit me from complying with them.

SIGNATURE:

NAME: Kaushik N

DATE: 24-Feb-2020

PLACE: Bangalore

Confidential

OFFER LETTER

18-Feb-2020

Shafiya Anjum

Presidency University, Bangalore

Dear Shafiya,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **IMS Engineer** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

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On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 3,00,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

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If the order of merger is received before your joining date, then all references to NTT DATA Global Delivery Services Private Limited in this letter will stand automatically amended to NTT DATA Information Processing Services Private Limited and the offer shall be deemed to be made by NTT DATA Information Processing Services Private Limited

Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential

Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

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4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

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

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

Urmimala Sarkar

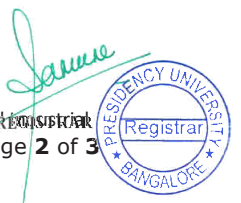
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **24-Feb-2020** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Shafiya Anjum

Date: **24-Feb-2020**

Confidential



DECLARATION

I, Shafiya Anjum do hereby acknowledge, represent and confirm to NTT DATA Global Delivery Services Private Limited, (hereinafter referred to as the Company, which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) that my offer will be subject to:

1. My willingness to relocate to any of the any of the locations of the Company. I agree that the Company reserves the right to depute / transfer my services to any other location/ centres of the Company/ client location/ Group Company in consistence with the Company's business/ project requirement and interests. In case I fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
2. My willingness to work in any of the shifts (i.e. either day or night shifts). I agree that the Company reserves the right to depute me to work in any of the shifts in consistence with the Company's business/ project requirement and interests. In case I refuse to work in any of the shifts as required by the Company, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
3. My willingness to work in any kind of technology/ project. I agree that the Company reserves the right to depute me to work on any kind of technology/ projects in consistence with the Company's business/ project requirement and interests. In case I refuse to work on any kind of technology/ projects as required by the Company, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.

I, do hereby verify and declare that the contents of this declaration are true and correct and given with my free will and consent, no part of it is false and nothing material has been concealed therein and I am solely responsible for its accuracy and know of no agreements, obligations or restrictions which prevent or prohibit me from complying with them.

SIGNATURE:

NAME: Shafiya Anjum

DATE: 24-Feb-2020

PLACE: Bangalore

Confidential

OFFER LETTER

18-Feb-2020

Virupaxi B Nesaragi
Presidency University, Bangalore

Dear Virupaxi,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **IMS Engineer** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 65% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 3,00,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

The Company has filed an application before the National Company Law Tribunal ("NCLT") for amalgamation with its affiliate NTT DATA Information Processing Services Private Limited ("IPS") ("Merger") with IPS post-merger as the surviving entity. The matter is now pending for approval of the Scheme by the NCLT.

If the order of merger is received before your joining date, then all references to NTT DATA Global Delivery Services Private Limited in this letter will stand automatically amended to NTT DATA Information Processing Services Private Limited and the offer shall be deemed to be made by NTT DATA Information Processing Services Private Limited

Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential

Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

1. Certificates & mark sheets supporting your educational qualifications:
 - a. Xth Certificate and mark sheet
 - b. XIIth Certificate and mark sheet
 - c. Degree Certificate/Provisional Certificate and individual semester mark sheets, consolidated mark sheets, course completion certificate (for each graduation / post graduation)
2. Three copies of your recent Passport size color photograph (white background)
3. Copy of NTT DATA Global Delivery Services Private Limited offer letter and completed pre-employment form
4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

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

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

Urmimala Sarkar

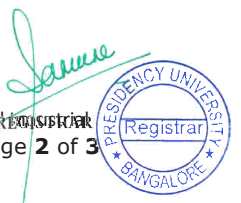
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **24-Feb-2020** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Virupaxi B Nesaragi

Date: **24-Feb-2020**

Confidential



DECLARATION

I, Virupaxi B Nesaragi do hereby acknowledge, represent and confirm to NTT DATA Global Delivery Services Private Limited, (hereinafter referred to as the Company, which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) that my offer will be subject to:

1. My willingness to relocate to any of the any of the locations of the Company. I agree that the Company reserves the right to depute / transfer my services to any other location/ centres of the Company/ client location/ Group Company in consistence with the Company's business/ project requirement and interests. In case I fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
2. My willingness to work in any of the shifts (i.e. either day or night shifts). I agree that the Company reserves the right to depute me to work in any of the shifts in consistence with the Company's business/ project requirement and interests. In case I refuse to work in any of the shifts as required by the Company, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
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I, do hereby verify and declare that the contents of this declaration are true and correct and given with my free will and consent, no part of it is false and nothing material has been concealed therein and I am solely responsible for its accuracy and know of no agreements, obligations or restrictions which prevent or prohibit me from complying with them.

SIGNATURE:

NAME: Virupaxi B Nesaragi

DATE: 24-Feb-2020

PLACE: Bangalore

Confidential

OFFER LETTER

18-Feb-2020

Kavya Shree K P

Presidency University, Bangalore

Dear Kavya,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **IMS Engineer** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 65% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 3,00,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

The Company has filed an application before the National Company Law Tribunal ("NCLT") for amalgamation with its affiliate NTT DATA Information Processing Services Private Limited ("IPS") ("Merger") with IPS post-merger as the surviving entity. The matter is now pending for approval of the Scheme by the NCLT.

If the order of merger is received before your joining date, then all references to NTT DATA Global Delivery Services Private Limited in this letter will stand automatically amended to NTT DATA Information Processing Services Private Limited and the offer shall be deemed to be made by NTT DATA Information Processing Services Private Limited

Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential

Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

1. Certificates & mark sheets supporting your educational qualifications:
 - a. Xth Certificate and mark sheet
 - b. XIIth Certificate and mark sheet
 - c. Degree Certificate/Provisional Certificate and individual semester mark sheets, consolidated mark sheets, course completion certificate (for each graduation / post graduation)
2. Three copies of your recent Passport size color photograph (white background)
3. Copy of NTT DATA Global Delivery Services Private Limited offer letter and completed pre-employment form
4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

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

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

Urmimala Sarkar

URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **24-Feb-2020** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Kavya Shree K P

Date: **24-Feb-2020**

Confidential



DECLARATION

I, Kavya Shree K P do hereby acknowledge, represent and confirm to NTT DATA Global Delivery Services Private Limited, (hereinafter referred to as the Company, which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) that my offer will be subject to:

1. My willingness to relocate to any of the any of the locations of the Company. I agree that the Company reserves the right to depute / transfer my services to any other location/ centres of the Company/ client location/ Group Company in consistence with the Company's business/ project requirement and interests. In case I fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
2. My willingness to work in any of the shifts (i.e. either day or night shifts). I agree that the Company reserves the right to depute me to work in any of the shifts in consistence with the Company's business/ project requirement and interests. In case I refuse to work in any of the shifts as required by the Company, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
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I, do hereby verify and declare that the contents of this declaration are true and correct and given with my free will and consent, no part of it is false and nothing material has been concealed therein and I am solely responsible for its accuracy and know of no agreements, obligations or restrictions which prevent or prohibit me from complying with them.

SIGNATURE:

NAME: Kavya Shree K P

DATE: 24-Feb-2020

PLACE: Bangalore

Confidential

OFFER LETTER

18-Feb-2020

Meena C

Presidency University, Bangalore

Dear Meena,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **IMS Engineer** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 65% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 3,00,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

The Company has filed an application before the National Company Law Tribunal ("NCLT") for amalgamation with its affiliate NTT DATA Information Processing Services Private Limited ("IPS") ("Merger") with IPS post-merger as the surviving entity. The matter is now pending for approval of the Scheme by the NCLT.

If the order of merger is received before your joining date, then all references to NTT DATA Global Delivery Services Private Limited in this letter will stand automatically amended to NTT DATA Information Processing Services Private Limited and the offer shall be deemed to be made by NTT DATA Information Processing Services Private Limited

Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential

Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

1. Certificates & mark sheets supporting your educational qualifications:
 - a. Xth Certificate and mark sheet
 - b. XIIth Certificate and mark sheet
 - c. Degree Certificate/Provisional Certificate and individual semester mark sheets, consolidated mark sheets, course completion certificate (for each graduation / post graduation)
2. Three copies of your recent Passport size color photograph (white background)
3. Copy of NTT DATA Global Delivery Services Private Limited offer letter and completed pre-employment form
4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

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

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

Urmimala Sarkar

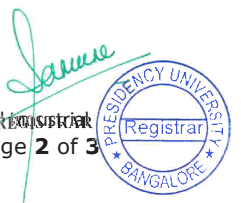
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **24-Feb-2020** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Meena C

Date: **24-Feb-2020**

Confidential



DECLARATION

I, Meena C do hereby acknowledge, represent and confirm to NTT DATA Global Delivery Services Private Limited, (hereinafter referred to as the Company, which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) that my offer will be subject to:

1. My willingness to relocate to any of the any of the locations of the Company. I agree that the Company reserves the right to depute / transfer my services to any other location/ centres of the Company/ client location/ Group Company in consistence with the Company's business/ project requirement and interests. In case I fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
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I, do hereby verify and declare that the contents of this declaration are true and correct and given with my free will and consent, no part of it is false and nothing material has been concealed therein and I am solely responsible for its accuracy and know of no agreements, obligations or restrictions which prevent or prohibit me from complying with them.

SIGNATURE:

NAME: Meena C

DATE: 24-Feb-2020

PLACE: Bangalore

Confidential

OFFER LETTER

18-Feb-2020

Manjunath E

Presidency University, Bangalore

Dear Manjunath,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **IMS Engineer** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 65% aggregate.
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On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 3,00,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

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If the order of merger is received before your joining date, then all references to NTT DATA Global Delivery Services Private Limited in this letter will stand automatically amended to NTT DATA Information Processing Services Private Limited and the offer shall be deemed to be made by NTT DATA Information Processing Services Private Limited

Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential

Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

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 - c. Degree Certificate/Provisional Certificate and individual semester mark sheets, consolidated mark sheets, course completion certificate (for each graduation / post graduation)
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4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

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

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

Urmimala Sarkar

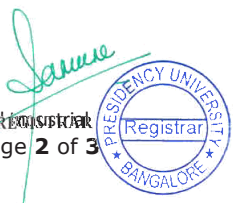
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **24-Feb-2020** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Manjunath E

Date: **24-Feb-2020**

Confidential



DECLARATION

I, Manjunath E do hereby acknowledge, represent and confirm to NTT DATA Global Delivery Services Private Limited, (hereinafter referred to as the Company, which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) that my offer will be subject to:

1. My willingness to relocate to any of the any of the locations of the Company. I agree that the Company reserves the right to depute / transfer my services to any other location/ centres of the Company/ client location/ Group Company in consistence with the Company's business/ project requirement and interests. In case I fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
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I, do hereby verify and declare that the contents of this declaration are true and correct and given with my free will and consent, no part of it is false and nothing material has been concealed therein and I am solely responsible for its accuracy and know of no agreements, obligations or restrictions which prevent or prohibit me from complying with them.

SIGNATURE:

NAME: Manjunath E

DATE: 24-Feb-2020

PLACE: Bangalore

Confidential

OFFER LETTER

18-Feb-2020

Mulpuri Margret Hepsibah
Presidency University, Bangalore

Dear Margret,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **IMS Engineer** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 65% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 3,00,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

The Company has filed an application before the National Company Law Tribunal ("NCLT") for amalgamation with its affiliate NTT DATA Information Processing Services Private Limited ("IPS") ("Merger") with IPS post-merger as the surviving entity. The matter is now pending for approval of the Scheme by the NCLT.

If the order of merger is received before your joining date, then all references to NTT DATA Global Delivery Services Private Limited in this letter will stand automatically amended to NTT DATA Information Processing Services Private Limited and the offer shall be deemed to be made by NTT DATA Information Processing Services Private Limited

Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential

Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

1. Certificates & mark sheets supporting your educational qualifications:
 - a. Xth Certificate and mark sheet
 - b. XIIth Certificate and mark sheet
 - c. Degree Certificate/Provisional Certificate and individual semester mark sheets, consolidated mark sheets, course completion certificate (for each graduation / post graduation)
2. Three copies of your recent Passport size color photograph (white background)
3. Copy of NTT DATA Global Delivery Services Private Limited offer letter and completed pre-employment form
4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

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

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

Urmimala Sarkar

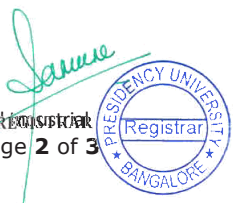
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **24-Feb-2020** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Mulpuri Margret Hepsibah

Date: **24-Feb-2020**

Confidential



DECLARATION

I, Mulpuri Margret Hepsibah do hereby acknowledge, represent and confirm to NTT DATA Global Delivery Services Private Limited, (hereinafter referred to as the Company, which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) that my offer will be subject to:

1. My willingness to relocate to any of the any of the locations of the Company. I agree that the Company reserves the right to depute / transfer my services to any other location/ centres of the Company/ client location/ Group Company in consistence with the Company's business/ project requirement and interests. In case I fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
2. My willingness to work in any of the shifts (i.e. either day or night shifts). I agree that the Company reserves the right to depute me to work in any of the shifts in consistence with the Company's business/ project requirement and interests. In case I refuse to work in any of the shifts as required by the Company, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
3. My willingness to work in any kind of technology/ project. I agree that the Company reserves the right to depute me to work on any kind of technology/ projects in consistence with the Company's business/ project requirement and interests. In case I refuse to work on any kind of technology/ projects as required by the Company, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.

I, do hereby verify and declare that the contents of this declaration are true and correct and given with my free will and consent, no part of it is false and nothing material has been concealed therein and I am solely responsible for its accuracy and know of no agreements, obligations or restrictions which prevent or prohibit me from complying with them.

SIGNATURE:

NAME: Mulpuri Margret Hepsibah

DATE: 24-Feb-2020

PLACE: Bangalore

Confidential

OFFER LETTER

18-Feb-2020

Akanksha Prajapati

Presidency University, Bangalore

Dear Akanksha,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **IMS Engineer** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 65% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 3,00,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

The Company has filed an application before the National Company Law Tribunal ("NCLT") for amalgamation with its affiliate NTT DATA Information Processing Services Private Limited ("IPS") ("Merger") with IPS post-merger as the surviving entity. The matter is now pending for approval of the Scheme by the NCLT.

If the order of merger is received before your joining date, then all references to NTT DATA Global Delivery Services Private Limited in this letter will stand automatically amended to NTT DATA Information Processing Services Private Limited and the offer shall be deemed to be made by NTT DATA Information Processing Services Private Limited

Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential

Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

1. Certificates & mark sheets supporting your educational qualifications:
 - a. Xth Certificate and mark sheet
 - b. XIIth Certificate and mark sheet
 - c. Degree Certificate/Provisional Certificate and individual semester mark sheets, consolidated mark sheets, course completion certificate (for each graduation / post graduation)
2. Three copies of your recent Passport size color photograph (white background)
3. Copy of NTT DATA Global Delivery Services Private Limited offer letter and completed pre-employment form
4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

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

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

Urmimala Sarkar

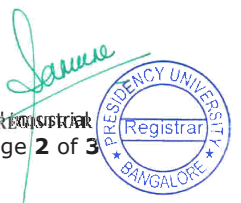
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **24-Feb-2020** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Akanksha Prajapati

Date: **24-Feb-2020**

Confidential



DECLARATION

I, Akanksha Prajapati do hereby acknowledge, represent and confirm to NTT DATA Global Delivery Services Private Limited, (hereinafter referred to as the Company, which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) that my offer will be subject to:

1. My willingness to relocate to any of the any of the locations of the Company. I agree that the Company reserves the right to depute / transfer my services to any other location/ centres of the Company/ client location/ Group Company in consistence with the Company's business/ project requirement and interests. In case I fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
2. My willingness to work in any of the shifts (i.e. either day or night shifts). I agree that the Company reserves the right to depute me to work in any of the shifts in consistence with the Company's business/ project requirement and interests. In case I refuse to work in any of the shifts as required by the Company, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
3. My willingness to work in any kind of technology/ project. I agree that the Company reserves the right to depute me to work on any kind of technology/ projects in consistence with the Company's business/ project requirement and interests. In case I refuse to work on any kind of technology/ projects as required by the Company, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.

I, do hereby verify and declare that the contents of this declaration are true and correct and given with my free will and consent, no part of it is false and nothing material has been concealed therein and I am solely responsible for its accuracy and know of no agreements, obligations or restrictions which prevent or prohibit me from complying with them.

SIGNATURE:

NAME: Akanksha Prajapati

DATE: 24-Feb-2020

PLACE: Bangalore

Confidential

LETTER OF OFFER

Date: 24-Feb-2020

Dear Akash Suresh,

Congratulations!!

We are pleased to offer you an Employment with **M/s GrayMatter Software Services** based on the interview discussions you had with us. Details of the terms and conditions of offer are as follows:

1. You will be designated as **Software Developer** and will be based at our Bangalore office.
2. Your date of commencement of Employment will be on or before **20-Apr-2020**
3. You will be entitled to receive compensation and benefits as per the enclosed Annexure A.
4. Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you on your joining.
5. Your roles and responsibilities in your capacity as **Software Developer** will be as detailed in Annexure-B.
6. Please bring along the documents / details on your day of joining as enclosed in Annexure-C.
7. A copy of the attached Non-Disclosure Declaration-cum-Agreement, Proprietary Information and Invention Agreement and Social Media Policy should be signed and submitted on date of joining.
8. Background verification form attached should be filled in and submitted on the date of joining.
9. Kindly sign a copy of this letter as a token of your acceptance of this offer.
10. Initially employee will be on probation for 6 months.

Looking forward to a long and mutually beneficial career with us

Yours truly,



Monika Singh
HR Manager



GrayMatter Software Services Pvt. Ltd.

CIN:U72200KA2006PTC038346

4th Floor, West Wing, RMZ Ecoworld Tech Park SEZ, Outer Ring Road, Bangalore - 560 103, India
Ph: + 91 80 6715 6666 | Fax: + 91 80 6715 6611 | www.graymatter.co.in | info@graymatter.co.in



REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

Annexure A: Compensation details

Proposed Salary Structure of GrayMatter Software Services Pvt. Ltd.

Cost to Company

INR 300,000.00[†]

Name of the Employee : Akash Suresh

SALARY STRUCTURE

I	ELEMENTS PAYABLE MONTHLY	ANNUAL AMOUNT (Rs)	MONTHLY AMOUNT (Rs)
	EARNINGS:		
1	Basic Pay	112,720.00	9,393.00
2	House Rent Allowance	56,360.00	4,697.00
3	Bonus	22,544.00	1,879.00
4	Leave Travel Allowance	9,396.00	783.00
5	Special Allowance	59,180.00	4,932.00
A	TOTAL EARNINGS / GROSS SALARY	260,200.00	21,684.00
	DEDUCTIONS:		
	Employee's Contribution to PF @ 12% on Gross less HRA (Restricted to Rs 1,800/- p.m)		1,800.00
	Employee's Contribution to ESI @ 0.75% on Gross		0.00
	Profession Tax		200.00
B	TOTAL DEDUCTIONS		2,000.00
	MONTHLY TAKE HOME SUBJECT TO TDS (A-B)		19,684.00
II	ELEMENTS PAYABLE ANNUALLY		
	Variable Pay		
III	OTHER AMENITIES:		
	Employer's Contribution to PF @ 12% on Gross less HRA (Restricted to Rs 1,800/- p.m)	21,600.00	1,800.00
	Employer's Contribution to ESI @ 3.25% on Gross	0.00	0.00
	Food Allowance (Rs. 1,100 Per Month)	13,200.00	
	Group Medical & Accident Insurance	5,000.00	
	COST TO COMPANY (I + II + III)	300,000.00	

Notes:

- 1 Profession Tax of Rs. 200 per month is applicable to those who are drawing salary more than Rs. 15,000 per month
- 2 TDS calculations will be done employee wise based on their investments, savings, payments and declarations.
- 3 Tax Exemption towards LTA will be provided only after submission of Supporting Documents and Proofs

For GrayMatter Software Services Pvt. Ltd.,

Receipt of Acceptance



Monika Singh
Manager - Human Resource



Name:

Date:

Date:

GrayMatter Software Services Pvt. Ltd.

CIN:U72200KA2006PTCO38346

4th Floor, West Wing, RMZ Ecoworld Tech Park SEZ, Outer Ring Road, Bangalore - 560 103, India
Ph: + 91 80 6715 6666 | Fax: + 91 80 6715 6611 | www.graymatter.co.in | info@graymatter.co.in



Annexure B: Roles & Responsibilities

- Understanding the existing codes, troubleshoot & fixing the issues.
- Positive attitude to adapt any new role or technology that the project may require.
- Understanding & analyzing project requirements & translating it into specifications & programming deliverables.
- Developing & coding in controlled, real-time situations.
- Working closely with analysts, designers & clients to enhance existing applications as well as build new application.

Jai
REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

Annexure-C: Joining Documents to be submitted

1. Resume
2. Offer letter of last 2 companies
3. Last 3 months Pay Slip
4. Copy of your resignation/acceptance letter from previous company
5. Relieving letters of last 2 companies
6. Passport copy
7. Degree / Provisional / Course completion Certificate of all College / University
8. Mark sheets of 10th, 12th, degree (semester/ year wise) and PG (if any)
9. Professional Certifications (if any)
10. 3 passport size photographs
11. Address proof (current and permanent address) – (DL, voter card, passport or any other issued by government of India)
12. PAN Card Copy
13. Bank account /Pass book copy (Name record)
14. Cancelled cheque leaf
15. Aadhar Card

Details required:

1. Blood group
2. Bank Account number
3. IFSC Code
4. Bank Address
5. Emergency contact
6. PAN No

LETTER OF OFFER

Date: 24-Feb-2020

Dear Pandeti Murali Guru Manideep,

Congratulations!!

We are pleased to offer you an Employment with **M/s GrayMatter Software Services** based on the interview discussions you had with us. Details of the terms and conditions of offer are as follows:

1. You will be designated as **Software Developer** and will be based at our Bangalore office.
2. Your date of commencement of Employment will be on or before **20-Apr-2020**
3. You will be entitled to receive compensation and benefits as per the enclosed Annexure A.
4. Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you on your joining.
5. Your roles and responsibilities in your capacity as **Software Developer** will be as detailed in Annexure-B.
6. Please bring along the documents / details on your day of joining as enclosed in Annexure-C.
7. A copy of the attached Non-Disclosure Declaration-cum-Agreement, Proprietary Information and Invention Agreement and Social Media Policy should be signed and submitted on date of joining.
8. Background verification form attached should be filled in and submitted on the date of joining.
9. Kindly sign a copy of this letter as a token of your acceptance of this offer.
10. Initially employee will be on probation for 6 months.

Looking forward to a long and mutually beneficial career with us

Yours truly,



Monika Singh
HR Manager



GrayMatter Software Services Pvt. Ltd.
CIN:U72200KA2006PTC038346

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Annexure A: Compensation details

Proposed Salary Structure of GrayMatter Software Services Pvt. Ltd.

Cost to Company

INR 300,000.00[₹]

Name of the Employee : Pandeti Murali Guru Manideep

SALARY STRUCTURE

I	ELEMENTS PAYABLE MONTHLY	ANNUAL AMOUNT (Rs)	MONTHLY AMOUNT (Rs)
	EARNINGS:		
1	Basic Pay	112,720.00	9,393.00
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Notes:

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- 2 TDS calculations will be done employee wise based on their investments, savings, payments and declarations.
- 3 Tax Exemption towards LTA will be provided only after submission of Supporting Documents and Proofs

For GrayMatter Software Services Pvt. Ltd.,

Receipt of Acceptance



Monika Singh
Manager - Human Resource



Name:

Date:

Date:

GrayMatter Software Services Pvt. Ltd.

CIN:U72200KA2006PTC038346

4th Floor, West Wing, RMZ Ecoworld Tech Park SEZ, Outer Ring Road, Bangalore - 560 102 India
Ph: + 91 80 6715 6666 | Fax: + 91 80 6715 6611 | www.graymatter.co.in | info@graymatter.co.in



Annexure B: Roles & Responsibilities

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- Positive attitude to adapt any new role or technology that the project may require.
- Understanding & analyzing project requirements & translating it into specifications & programming deliverables.
- Developing & coding in controlled, real-time situations.
- Working closely with analysts, designers & clients to enhance existing applications as well as build new application.

Jai
REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

Annexure-C: Joining Documents to be submitted

1. Resume
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5. Relieving letters of last 2 companies
6. Passport copy
7. Degree / Provisional / Course completion Certificate of all College / University
8. Mark sheets of 10th, 12th, degree (semester/ year wise) and PG (if any)
9. Professional Certifications (if any)
10. 3 passport size photographs
11. Address proof (current and permanent address) – (DL, voter card, passport or any other issued by government of India)
12. PAN Card Copy
13. Bank account /Pass book copy (Name record)
14. Cancelled cheque leaf
15. Aadhar Card

Details required:

1. Blood group
2. Bank Account number
3. IFSC Code
4. Bank Address
5. Emergency contact
6. PAN No

Jai
REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

29-Feb-2020

Mr. Satish Balaji P
Bangalore

Dear Satish Balaji P,

Offer Letter

We are pleased to offer you the position of “**Cus t o m e r Su p p o r t**” with **Talent Recruit Software Private Limited**. We are sure that Talent Recruit will provide you a satisfying and challenging work environment along with a successful growth path.

1. DATE OF JOINING

You are requested to report for work on or before **10-Mar-2020** with all your original certificates. Please inform us of your decision by today of this offer else the offer stands void. Failure to join on the specified date along with your original certificates shall result in the automatic termination of this appointment, without obligation on the Company to issue notice of such termination.

2. PROBATIONARY PERIOD

You will be on probation for a period of Six months from the date of your appointment. On completion of your probation period, if the management is satisfied with your performance, you may be absorbed on regular employment of the Company.

3. COMPENSATION

3.1 During Internship

Till you attain your Degree / Mark-sheet of final year of Graduation, you will be considered as Intern and you will be entitled to a stipend of **Rs. 10000/- (Rupees Ten Thousand) per month**.

3.2 Post Internship

After attainment of Degree / Mark-sheet of final year of Graduation, your yearly gross value of compensation shall be **Rs. 280000/- (Rupees Two Lakhs Eighty Thousand only)**.

4. INCREMENT & OTHER BENEFITS

Your performance shall be appraised by the Management after completion of every quarter and compensation reviews shall happen in the month of January every year irrespective of the joining date. For the compensation review, you must minimum serve 6 months of regular employment to be eligible for the same. Your performance shall be the criteria to determine annual compensation increments and other benefits to you in future.


REGISTRAR


5. NON DISCLOSURE AGREEMENT

You would be required to sign the Company's standard Non-Disclosure Agreement (NDA) & Non Competing Agreement, a copy of the same will be provided to you on the date of your joining.

6. SERVICE AGREEMENT

The Company would be giving / providing you practical training for 6 months and considering the time and investment that would be put on you to properly train you, you would be required to sign a Service Agreement with the Company that will be applicable during probation period of six months from the date when your regular employment begins (Post Internship) and will extend 1 year 6 months further from the end of your probation period of six months' post internship.

7. PLACEMENT & TRANSFER

You shall be working from home during your internship period. Post internship, your place of work shall be provided at the time of final placements. However, you shall be liable for transfer from one department to another department, from one place to another place within India and you may also be assigned overseas, if required.

8. TERMINATION OF EMPLOYMENT

This contract of employment is terminable by the company without giving any notice during probation period. Post your probation period, this contract of employment is terminable by the Company by giving 2 months' notice or pay two months' gross salary, as the Company may deem fit. The Company, however, is not bound to give any reason for termination whatsoever.

Subject to Clause 6, if you choose to terminate your employment with the company, during or after the probation period, you shall have to serve notice period of two months or pay six months' gross salary, subject to approval by the company, whichever the case. You will receive a detailed appointment letter at the time of your Joining.

We look forward to a long term and mutually rewarding relationship.

Yours sincerely,

For Talent Recruit Software Private Limited


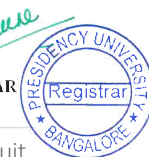


Shalini Gupta
Director

ACCEPTED:

Satish Balaji P

04-Mar-2020

REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Intent to offer Employment

Dear **SUBHANKAR RAY,**

Congratulations on your selection with QuEST! We look forward to you joining our growth journey as world's leading engineering services provider.

We are pleased to let you know that we intend to make you an offer of Employment for the role of Trainee Engineer with QuEST Global Engineering Services Pvt. Ltd.

- **Total Cost to Company (TCTC):** 3.00 LPA
- **Bonus :** INR 25000 (On completion of a year)
- **Location:** All QuEST Global offices (as per business requirement)
- **Working Hours :** 47.5 hours/week (9.5 hours/day)
- **Bond:** 2 years

You will be entitled to allowances and other benefits as per QuEST Policies. You shall receive your salary payments on the last working day of the month.

This offer of employment is subject to successful completion of:

- Background Verification Check.
- Completion of your course program with an aggregate of 65% and no standing arrears on the Date of Joining

As per QuEST's hiring process we would conduct a detailed background verification check of all the information & documents submitted by you.

For any clarifications, offer acceptance, joining confirmation & BGC form please write back to: university.relations@quest-global.com

We eagerly look forward to welcome you at QuEST.

PS: This Offer stands cancelled in case of any discrepancy found during the Background Verification or based on Academic credentials.

For QuEST Global

A. P. S.
25/Feb/20.

***Disclaimer: The salary package and structure will be subject to changes on business situation at the time of onboarding. This is a letter of intent to offer Employment and not a formal offer of employment. The detailed terms and conditions of employment with QuEST will be shared separately as a formal offer one month prior to your date of joining.**

QuEST Global Engineering Services Private Limited PRIMROSE 7B, Embassy Tech Village, Sarjapura-Marthahalli Outer Ring Road Devarabeesana Halli, Varthur Hobli, Bangalore, Karnataka - 560103 | Ph: +91-80-6709 0000 | Fax: +91-80-6709 1001

Registered Office: QuEST Global Engineering Services Private Limited, AEQUUS Special Economic Zone, No. 437/A, Plot No. 2, Hattaradi Village Hukkeri Taluk, Belgaum, Karnataka - 591245, India | Ph: +91-831-398 2700 | Fax: +91-80-6709 1001 | CIN: U74900KA2014PTC076219

Annexure - I
Compensation & Benefit Details

Items	Monthly Salary (Amount in Rs.)	Annual Salary (Amount in Rs.)
Monthly Salary Components		
(A) Basic Salary	15,000	180,000
(B) House Rent Allowance	2,250	27,000
(C) Conveyance Allowance	1,600	0
(D) Leave Travel Allowance (LTA)	-	0
(E) Food Coupon	-	0
(F) Telephone/Internet Allowance	-	0
(G) Medical Reimbursement	-	0
(H) Other Allowance*	3,155	37,860
(I) MONTHLY GROSS SALARY : (I = A+B+C+D+E+F+G+H)	20,405	244,860
Retirement Benefits		
(J) PF	1,800	21,600
(K) Gratuity	722	8,664
(L) RETIREMENT BENEFITS : (L = J+K)	2,522	30,264
Benefits		
(M) Medical Insurance Premium	673	8076
(N) BONUS/Ex.GRATIA	1400	16800
(O) Fixed Compensation : (O = I+L+M+N)	25,000	300000
(P) TOTAL COST TO COMPANY (TCC) : (P = O)		300,000

A one-time joining bonus of **INR 25,000** shall be paid upon successful completion of one year service with QuEST.

*Other Allowance includes optional contributions towards NPS and Car Lease.

The tax exemption aspects of sodexo vouchers or food coupons fall under the ambit of Income Tax Act. These coupons are usable only for meal or snacks or non-alcoholic beverages during working hours at office or business premises or only at the eating joints. Sodexo coupons are not transferrable.

**Total Variable Pay includes components aligned to QuEST performance, Unit or Department performance and Individual Performance. This is governed by the variable pay policy for the year.



QuEST Global Engineering Services Private Limited PRIMROSE 7B, Embassy Tech Village, Sarjapura-Marthahalli Outer Ring Road Devarabeesana Halli, Varthur Hobli, Bangalore, Karnataka - 560103 | Ph: +91-80-6709 0000 | Fax: +91-80-6709 1001

Registered Office: QuEST Global Engineering Services Private Limited, AEQUUS Special Economic Zone, No. 437/A, Plot No. 2, Hattaras Village, Hukkeri Taluk, Belgaum, Karnataka - 591245, India | Ph: +91-831-398 2700 | Fax: +91-80-6709 1001 | CIN: U74900KA2014PTC076219





BORN TO ENGINEER

***Shift Allowance will be paid as per the applicable policy. The amount mentioned above is the allowance paid for working in shifts and not during the training period. In case of any changes, it will be governed by the policy.

Your monthly deduction from salary towards Medical Insurance premium would be **INR 625**. This is as per your current Band, the amount will change accordingly in case of Band change.
-Onsite & Shift Allowance will be paid as per the applicable policy.

You are eligible for benefits coverage as per QuEST Band. For your current Band the coverages shall be:

- Group Medical Insurance cover of **INR 300000**
- Group Personal Accident Insurance cover of **INR 1000000**
- Group Term Life Insurance cover of **INR 1500000**
- Employee Deposit Linked Insurance cover as per statutory requirement

Note: Income tax liability of allowances / reimbursements will be considered in light of the existing tax laws. In case any tax has to be recovered for any allowances / reimbursements, either because of changes made to the law by the Govt. of India or pursuant to an order by an Income Tax Officer or any responsible officer of the Income Tax Department, then the same will be recovered from employee's salary, either with retrospective or prospective effect, as the case may be.

Declaration: All aspects of QuEST policies provided in this document are intended to provide indicative details. For Policy details, please refer to QuEST QMS on intranet. The ownership and right for implementation of these policies rests with QuEST alone. QuEST reserves the right to make changes to the policies, including but not limited to withdrawal of the same, from time to time with or without prior notice

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29-Feb-2020

Mr. Subhankar Ray
Bangalore

Dear Subhankar Ray,

Offer Letter

We are pleased to offer you the position of “**Cus t o m e r S u p p o r t**” with **Talent Recruit Software Private Limited**. We are sure that Talent Recruit will provide you a satisfying and challenging work environment along with a successful growth path.

1. DATE OF JOINING

You are requested to report for work on or before **10-Mar-2020** with all your original certificates. Please inform us of your decision by today of this offer else the offer stands void. Failure to join on the specified date along with your original certificates shall result in the automatic termination of this appointment, without obligation on the Company to issue notice of such termination.

2. PROBATIONARY PERIOD

You will be on probation for a period of Six months from the date of your appointment. On completion of your probation period, if the management is satisfied with your performance, you may be absorbed on regular employment of the Company.

3. COMPENSATION

3.1 During Internship

Till you attain your Degree / Mark-sheet of final year of Graduation, you will be considered as Intern and you will be entitled to a stipend of **Rs. 10000/- (Rupees Ten Thousand) per month**.

3.2 Post Internship

After attainment of Degree / Mark-sheet of final year of Graduation, your yearly gross value of compensation shall be **Rs. 280000/- (Rupees Two Lakhs Eighty Thousand only)**.

4. INCREMENT & OTHER BENEFITS

Your performance shall be appraised by the Management after completion of every quarter and compensation reviews shall happen in the month of January every year irrespective of the joining date. For the compensation review, you must minimum serve 6 months of regular employment to be eligible for the same. Your performance shall be the criteria to determine annual compensation increments and other benefits to you in future.


REGISTRAR


5. NON DISCLOSURE AGREEMENT

You would be required to sign the Company's standard Non-Disclosure Agreement (NDA) & Non Competing Agreement, a copy of the same will be provided to you on the date of your joining.

6. SERVICE AGREEMENT

The Company would be giving / providing you practical training for 6 months and considering the time and investment that would be put on you to properly train you, you would be required to sign a Service Agreement with the Company that will be applicable during probation period of six months from the date when your regular employment begins (Post Internship) and will extend 1 year 6 months further from the end of your probation period of six months' post internship.

7. PLACEMENT & TRANSFER

You shall be working from home during your internship period. Post internship, your place of work shall be provided at the time of final placements. However, you shall be liable for transfer from one department to another department, from one place to another place within India and you may also be assigned overseas, if required.

8. TERMINATION OF EMPLOYMENT

This contract of employment is terminable by the company without giving any notice during probation period. Post your probation period, this contract of employment is terminable by the Company by giving 2 months' notice or pay two months' gross salary, as the Company may deem fit. The Company, however, is not bound to give any reason for termination whatsoever.

Subject to Clause 6, if you choose to terminate your employment with the company, during or after the probation period, you shall have to serve notice period of two months or pay six months' gross salary, subject to approval by the company, whichever the case. You will receive a detailed appointment letter at the time of your Joining.

We look forward to a long term and mutually rewarding relationship.

Yours sincerely,

For Talent Recruit Software Private Limited


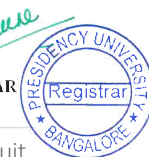


Shalini Gupta
Director

ACCEPTED:

Subhankar Ray

04-Mar-2020

REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

29-Feb-2020

Mr. Tejaswi J
Bangalore

Dear Tejaswi J,

Offer Letter

We are pleased to offer you the position of “**Cus t o m e r Su p p o r t**” with **Talent Recruit Software Private Limited**. We are sure that Talent Recruit will provide you a satisfying and challenging work environment along with a successful growth path.

1. DATE OF JOINING

You are requested to report for work on or before **10-Mar-2020** with all your original certificates. Please inform us of your decision by today of this offer else the offer stands void. Failure to join on the specified date along with your original certificates shall result in the automatic termination of this appointment, without obligation on the Company to issue notice of such termination.

2. PROBATIONARY PERIOD

You will be on probation for a period of Six months from the date of your appointment. On completion of your probation period, if the management is satisfied with your performance, you may be absorbed on regular employment of the Company.

3. COMPENSATION

3.1 During Internship

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REGISTRAR


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7. PLACEMENT & TRANSFER

You shall be working from home during your internship period. Post internship, your place of work shall be provided at the time of final placements. However, you shall be liable for transfer from one department to another department, from one place to another place within India and you may also be assigned overseas, if required.

8. TERMINATION OF EMPLOYMENT

This contract of employment is terminable by the company without giving any notice during probation period. Post your probation period, this contract of employment is terminable by the Company by giving 2 months' notice or pay two months' gross salary, as the Company may deem fit. The Company, however, is not bound to give any reason for termination whatsoever.

Subject to Clause 6, if you choose to terminate your employment with the company, during or after the probation period, you shall have to serve notice period of two months or pay six months' gross salary, subject to approval by the company, whichever the case. You will receive a detailed appointment letter at the time of your Joining.

We look forward to a long term and mutually rewarding relationship.

Yours sincerely,

For Talent Recruit Software Private Limited



Shalini Gupta
Director

ACCEPTED:

Tejaswi J

04-Mar-2020




REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

LETTER OF OFFER

Date: 24th February 2020

Dear Nandini K,

Congratulations!!

We are pleased to offer you an Employment with **M/s GrayMatter Software Services** based on the interview discussions you had with us. Details of the terms and conditions of offer are as follows:

1. You will be designated as **Software Developer** and will be based at our Bangalore office.
2. Your date of commencement of Employment will be on or before **14th September 2020**
3. You will be entitled to receive compensation and benefits as per the enclosed Annexure A.
4. Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you on your joining.
5. Your roles and responsibilities in your capacity as **Software Developer** will be as detailed in Annexure-B.
6. Please bring along the documents / details on your day of joining as enclosed in Annexure-C.
7. A copy of the attached Non-Disclosure Declaration-cum-Agreement, Proprietary Information and Invention Agreement and Social Media Policy should be signed and submitted on date of joining.
8. Background verification form attached should be filled in and submitted on the date of joining.
9. Kindly sign a copy of this letter as a token of your acceptance of this offer.
10. Initially employee will be on probation for 6 months.

Looking forward to a long and mutually beneficial career with us

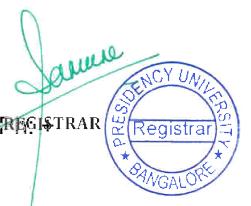
Yours truly,




J Preeti
Vice President - HR

GrayMatter Software Services Pvt Ltd.
CIN: U72200KA2006PTC038346

4th Floor, West Wing, RMZ Ecoworld Tech Park SEZ, Outer Ring Road, Bangalore - 560 103, INDIA
91 80 6715 666 | Fax: +91 80 6715 6611 | www.graymatter.co.in | info@graymatter.co.in



Annexure A: Compensation details

Proposed Salary Structure for Employees of GrayMatter Software Services Pvt. Ltd.			
FINANCIAL YEAR 2019-2020			
Cost to Company		INR 300,000.00 [₹]	
Name of the Employee : Nandini K			
SALARY STRUCTURE			
I	ELEMENTS PAYABLE MONTHLY	ANNUAL AMOUNT (Rs)	MONTHLY AMOUNT (Rs)
	EARNINGS:		
1	Basic Pay	112,716.00	9,393.00
2	House Rent Allowance	56,364.00	4,697.00
3	Bonus	22,548.00	1,879.00
4	Leave Travel Allowance	9,396.00	783.00
5	Special Allowance	59,176.00	4,931.00
A	TOTAL EARNINGS / GROSS SALARY	260,200.00	21,683.00
	DEDUCTIONS:		
	Employee's Contribution to PF @ 12% on Gross less HRA (Restricted to Rs 1,800/- p.m)		1,800.00
	Employee's Contribution to ESI @ 0.75% on Gross		0.00
	Profession Tax		200.00
B	TOTAL DEDUCTIONS		2,000.00
	MONTHLY TAKE HOME SUBJECT TO TDS (A-B)		19,683.00
II	ELEMENTS PAYABLE ANNUALLY		
	Variable Pay		
III	OTHER AMENITIES:		
	Employer's Contribution to PF @ 12% on Gross less HRA (Restricted to Rs 1,800/- p.m)	21,600.00	1,800.00
	Employer's Contribution to ESI @ 3.25% on Gross	0.00	0.00
	Food Allowance (Rs. 1,100 Per Month)	13,200.00	
	Group Medical & Accident Insurance	5,000.00	
	COST TO COMPANY (I + II + III)	300,000.00	
Notes:			
1 Profession Tax of Rs. 200 per month is applicable to those who are drawing salary more than Rs. 15,000 per month			
2 TDS calculations will be done employee wise based on their investments, savings, payments and declarations.			
3 Tax Exemption towards LTA will be provided only after submission of Supporting Documents and Proofs			
For GrayMatter Software Services Pvt. Ltd.,		Receipt of Acceptance	
			
Preeti		Name:Nandini K	
VP - Human Resource			
Date:24th February 2020		Date:24th February 2020	

GrayMatter Software Services Pvt Ltd.

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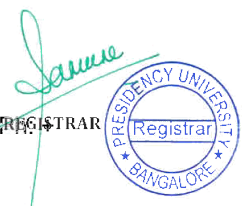
Annexure B: Roles and Responsibilities

- Understanding the existing codes, troubleshoot & fixing the issues.
- Positive attitude to adapt any new role or technology that the project may require.
- Understanding & analyzing project requirements & translating it into specifications & programming deliverables.
- Developing & coding in controlled, real-time situations.
- Working closely with analysts, designers & clients to enhance existing applications as well as build new application.

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Annexure-C: Joining Documents to be submitted

1. Resume
2. Offer letter of last 2 companies
3. Last 3 months Pay Slip
4. Copy of your resignation/acceptance letter from previous company
5. Relieving letters of last 2 companies
6. Passport copy
7. Degree / Provisional / Course completion Certificate of all College / University
8. Mark sheets of 10th, 12th, degree (semester/ year wise) and PG (if any)
9. Professional Certifications (if any)
10. 3 passport size photographs
11. Address proof (current and permanent address) – (DL, voter card, passport or any other issued by government of India)
12. PAN Card Copy
13. Bank account /Pass book copy (Name record)
14. Cancelled cheque leaf
15. Aadhar Card

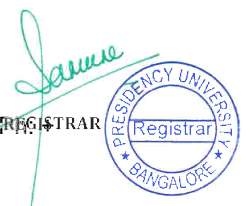
Details required:

1. Blood group
2. Bank Account number
3. IFSC Code
4. Bank Address
5. Emergency contact
6. PAN No

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LETTER OF OFFER

Date: 24th February 2020

Dear Goutham Shravan S,

Congratulations!!

We are pleased to offer you an Employment with **M/s GrayMatter Software Services** based on the interview discussions you had with us. Details of the terms and conditions of offer are as follows:

1. You will be designated as **Software Developer** and will be based at our Bangalore office.
2. Your date of commencement of Employment will be on or before **14th September 2020**
3. You will be entitled to receive compensation and benefits as per the enclosed Annexure A.
4. Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you on your joining.
5. Your roles and responsibilities in your capacity as **Software Developer** will be as detailed in Annexure-B.
6. Please bring along the documents / details on your day of joining as enclosed in Annexure-C.
7. A copy of the attached Non-Disclosure Declaration-cum-Agreement, Proprietary Information and Invention Agreement and Social Media Policy should be signed and submitted on date of joining.
8. Background verification form attached should be filled in and submitted on the date of joining.
9. Kindly sign a copy of this letter as a token of your acceptance of this offer.
10. Initially employee will be on probation for 6 months.

Looking forward to a long and mutually beneficial career with us

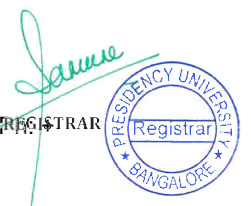
Yours truly,




J Preeti
Vice President - HR

GrayMatter Software Services Pvt Ltd.
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Annexure A: Compensation details

Proposed Salary Structure for Employees of GrayMatter Software Services Pvt. Ltd.			
FINANCIAL YEAR 2019-2020			
Cost to Company		INR 300,000.00 [₹]	
Name of the Employee : Goutham Shravan S			
SALARY STRUCTURE			
I	ELEMENTS PAYABLE MONTHLY	ANNUAL AMOUNT (Rs)	MONTHLY AMOUNT (Rs)
	EARNINGS:		
1	Basic Pay	112,716.00	9,393.00
2	House Rent Allowance	56,364.00	4,697.00
3	Bonus	22,548.00	1,879.00
4	Leave Travel Allowance	9,396.00	783.00
5	Special Allowance	59,176.00	4,931.00
A	TOTAL EARNINGS / GROSS SALARY	260,200.00	21,683.00
	DEDUCTIONS:		
	Employee's Contribution to PF @ 12% on Gross less HRA (Restricted to Rs 1,800/- p.m)		1,800.00
	Employee's Contribution to ESI @ 0.75% on Gross		0.00
	Profession Tax		200.00
B	TOTAL DEDUCTIONS		2,000.00
	MONTHLY TAKE HOME SUBJECT TO TDS (A-B)		19,683.00
II	ELEMENTS PAYABLE ANNUALLY		
	Variable Pay		
III	OTHER AMENITIES:		
	Employer's Contribution to PF @ 12% on Gross less HRA (Restricted to Rs 1,800/- p.m)	21,600.00	1,800.00
	Employer's Contribution to ESI @ 3.25% on Gross	0.00	0.00
	Food Allowance (Rs. 1,100 Per Month)	13,200.00	
	Group Medical & Accident Insurance	5,000.00	
	COST TO COMPANY (I + II + III)	300,000.00	
Notes:			
1 Profession Tax of Rs. 200 per month is applicable to those who are drawing salary more than Rs. 15,000 per month			
2 TDS calculations will be done employee wise based on their investments, savings, payments and declarations.			
3 Tax Exemption towards LTA will be provided only after submission of Supporting Documents and Proofs			
For GrayMatter Software Services Pvt. Ltd.,		Receipt of Acceptance	
			
Preeti		Name:Goutham Shravan S	
VP - Human Resource			
Date:24th February 2020		Date:24th February 2020	

GrayMatter Software Services Pvt Ltd.

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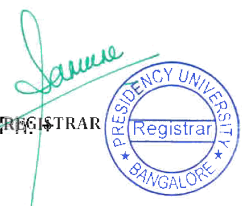
Annexure B: Roles and Responsibilities

- Understanding the existing codes, troubleshoot & fixing the issues.
- Positive attitude to adapt any new role or technology that the project may require.
- Understanding & analyzing project requirements & translating it into specifications & programming deliverables.
- Developing & coding in controlled, real-time situations.
- Working closely with analysts, designers & clients to enhance existing applications as well as build new application.

GrayMatter Software Services Pvt Ltd.

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Annexure-C: Joining Documents to be submitted

1. Resume
2. Offer letter of last 2 companies
3. Last 3 months Pay Slip
4. Copy of your resignation/acceptance letter from previous company
5. Relieving letters of last 2 companies
6. Passport copy
7. Degree / Provisional / Course completion Certificate of all College / University
8. Mark sheets of 10th, 12th, degree (semester/ year wise) and PG (if any)
9. Professional Certifications (if any)
10. 3 passport size photographs
11. Address proof (current and permanent address) – (DL, voter card, passport or any other issued by government of India)
12. PAN Card Copy
13. Bank account /Pass book copy (Name record)
14. Cancelled cheque leaf
15. Aadhar Card

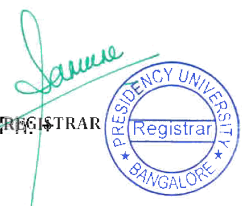
Details required:

1. Blood group
2. Bank Account number
3. IFSC Code
4. Bank Address
5. Emergency contact
6. PAN No

GrayMatter Software Services Pvt Ltd.

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LETTER OF OFFER

Date: 24th February 2020

Dear Aayush,

Congratulations!!

We are pleased to offer you an Employment with **M/s GrayMatter Software Services** based on the interview discussions you had with us. Details of the terms and conditions of offer are as follows:

1. You will be designated as **Software Developer** and will be based at our Bangalore office.
2. Your date of commencement of Employment will be on or before **14th September 2020**
3. You will be entitled to receive compensation and benefits as per the enclosed Annexure A.
4. Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you on your joining.
5. Your roles and responsibilities in your capacity as **Software Developer** will be as detailed in Annexure-B.
6. Please bring along the documents / details on your day of joining as enclosed in Annexure-C.
7. A copy of the attached Non-Disclosure Declaration-cum-Agreement, Proprietary Information and Invention Agreement and Social Media Policy should be signed and submitted on date of joining.
8. Background verification form attached should be filled in and submitted on the date of joining.
9. Kindly sign a copy of this letter as a token of your acceptance of this offer.
10. Initially employee will be on probation for 6 months.

Looking forward to a long and mutually beneficial career with us

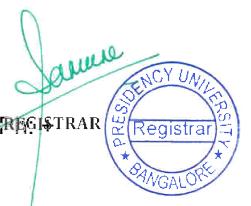
Yours truly,




J Preeti
Vice President - HR

GrayMatter Software Services Pvt Ltd.
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Annexure A: Compensation details

Proposed Salary Structure for Employees of GrayMatter Software Services Pvt. Ltd.			
FINANCIAL YEAR 2019-2020			
Cost to Company		INR 300,000.00	
Name of the Employee : Aayush			
SALARY STRUCTURE			
I	ELEMENTS PAYABLE MONTHLY	ANNUAL AMOUNT (Rs)	MONTHLY AMOUNT (Rs)
	EARNINGS:		
1	Basic Pay	112,716.00	9,393.00
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III	OTHER AMENITIES:		
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	Employer's Contribution to ESI @ 3.25% on Gross	0.00	0.00
	Food Allowance (Rs. 1,100 Per Month)	13,200.00	
	Group Medical & Accident Insurance	5,000.00	
	COST TO COMPANY (I + II + III)	300,000.00	
Notes:			
1 Profession Tax of Rs. 200 per month is applicable to those who are drawing salary more than Rs. 15,000 per month			
2 TDS calculations will be done employee wise based on their investments, savings, payments and declarations.			
3 Tax Exemption towards LTA will be provided only after submission of Supporting Documents and Proofs			
For GrayMatter Software Services Pvt. Ltd.,		Receipt of Acceptance	
			
Preeti		Name:Aayush	
VP - Human Resource			
Date:24th February 2020		Date:24th February 2020	

GrayMatter Software Services Pvt Ltd.

CIN: U72200KA2006PTC038346

4th Floor, West Wing, RMZ Ecoworld Tech Park SEZ, Outer Ring Road, Bangalore - 560 103, INDIA
91 80 6715 666 | Fax: +91 80 6715 6611 | www.graymatter.co.in | info@graymatter.co.in



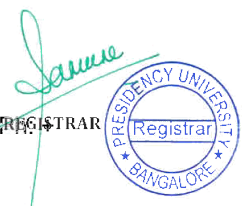
Annexure B: Roles and Responsibilities

- Understanding the existing codes, troubleshoot & fixing the issues.
- Positive attitude to adapt any new role or technology that the project may require.
- Understanding & analyzing project requirements & translating it into specifications & programming deliverables.
- Developing & coding in controlled, real-time situations.
- Working closely with analysts, designers & clients to enhance existing applications as well as build new application.

GrayMatter Software Services Pvt Ltd.

CIN: U72200KA2006PTC038346

4th Floor, West Wing, RMZ Ecoworld Tech Park SEZ, Outer Ring Road, Bangalore - 560 103, INDIA
91 80 6715 666 | Fax: +91 80 6715 6611 | www.graymatter.co.in | info@graymatter.co.in



Annexure-C: Joining Documents to be submitted

1. Resume
2. Offer letter of last 2 companies
3. Last 3 months Pay Slip
4. Copy of your resignation/acceptance letter from previous company
5. Relieving letters of last 2 companies
6. Passport copy
7. Degree / Provisional / Course completion Certificate of all College / University
8. Mark sheets of 10th, 12th, degree (semester/ year wise) and PG (if any)
9. Professional Certifications (if any)
10. 3 passport size photographs
11. Address proof (current and permanent address) – (DL, voter card, passport or any other issued by government of India)
12. PAN Card Copy
13. Bank account /Pass book copy (Name record)
14. Cancelled cheque leaf
15. Aadhar Card

Details required:

1. Blood group
2. Bank Account number
3. IFSC Code
4. Bank Address
5. Emergency contact
6. PAN No

05th May 2020

Ref: iOPEX/RRF3803.CAN6088/9876

APPOINTMENT LETTER

Ms.Jahnavi Y

#138 c/o C.H Prasad ward no 5 basapattana(post),gangavathi(tq) gangavathi,
Bangalore,Karnataka,583227

Dear Jahnavi,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies in **Grade E1**.

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]**. This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The terms & conditions of our Offer of Employment to you are as follows:

1. Date of Commencement of Employment:

Your employment with the Company shall commence on May 06, 2020.

2. Location:

Your current location of employment shall be Bangalore , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), 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.


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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.

3. Health Insurance Plan - ESIC Scheme:

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

4. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

5. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

6. Working Hours

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.


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7. Leave

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

8. Increments & Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.

9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

A specially appointed agency will conduct internal and external background Verification . Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.


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This offer of employment and its annexures 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.

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

As a token of your acceptance of this agreement, kindly sign the duplicate copy.

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

Yours sincerely,



Sumitra CV
Associate Director - HRA

Encl: Annexure A - Compensation Details
Annexure B - Other Benefits
Annexure C - Terms & Conditions



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PRESIDENCY UNIVERSITY
BANGALORE

Annexure A: Compensation Details (Salary & applicable benefits)

Name: Jahnavi Y

a) Remuneration

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
Fixed Pay			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	Total Fixed Pay	15,261	183132
Variable Pay			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30000
	Total Variable Pay	8,000	96,000
Employer Contributions			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	Sub-Total	1,739	20,868
	TOTAL CTC	25,000	300,000
	Net Pay	21,904	262,843

b) Retirals

- You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.


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c) Variable Components

Night Shift Allowance: This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

Attendance Bonus: Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

d) Applicable tax would be borne by the employee.

Note -

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.


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BANGALORE

Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company,; directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of one year from the date of your separation from iOPEX, without the prior written permission of the competent authority.
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX., either to solicit business for personal gain or as an agent of any other company/ firm / organization, for a period of twelve months from the date of your relieving.
7. You are liable to not join any of our competitors including its associate companies or sister concerns for two years with effect from your date of joining. If you fail to adhere to the same, you and the company which you join will be liable for such non-conformance.
8. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
9. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal myportal.iope.com. In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.


REGISTRAR


10. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

11. You shall communicate any change with regard to your expected date of joining. The HR team will give you a letter confirming the change of date.

12. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be 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 category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Its mandate to submit the below mentioned documents at the time of your joining

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
 - a) 10th Mark Sheet
 - b) 12th Mark Sheet
 - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
 - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
 - Aadhar Card
 - Voters Identity Card
 - Driving License
 - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
 - Valid Indian Passport
 - Aadhar Card
 - Voters Identity Card
 - Telephone bill
 - Ration card
 - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

Note: "Kindly bring the Original certificates for validation at the time of joining"



05th May 2020

Ref: iOPEX/RRF3803.CAN6134/9877

APPOINTMENT LETTER

Ms.Kruthika M B
#451,10 B MAINROAD,B SECTOR,YELAHANKA NEW TOWN Bangalore North
Bangalore,Karnataka,560064

Dear Kruthika,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies in **Grade E1**.

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]**. This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The terms & conditions of our Offer of Employment to you are as follows:

1. Date of Commencement of Employment:

Your employment with the Company shall commence on May 06, 2020.

2. Location:

Your current location of employment shall be Bangalore , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), 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.


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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.

3. Health Insurance Plan - ESIC Scheme:

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

4. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

5. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

6. Working Hours

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.


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7. Leave

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

8. Increments & Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.

9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

A specially appointed agency will conduct internal and external background Verification . Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.



This offer of employment and its annexures 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.

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

As a token of your acceptance of this agreement, kindly sign the duplicate copy.

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

Yours sincerely,



Sumitra CV
Associate Director - HRA

Encl: Annexure A - Compensation Details
Annexure B - Other Benefits
Annexure C - Terms & Conditions



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Annexure A: Compensation Details (Salary & applicable benefits)

Name: Kruthika M B

a) Remuneration

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
Fixed Pay			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	Total Fixed Pay	15,261	183132
Variable Pay			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30000
	Total Variable Pay	8,000	96,000
Employer Contributions			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	Sub-Total	1,739	20,868
	TOTAL CTC	25,000	300,000
	Net Pay	21,904	262,843

b) Retirals

- You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.


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c) Variable Components

Night Shift Allowance: This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

Attendance Bonus: Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

d) Applicable tax would be borne by the employee.

Note -

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company,; directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of one year from the date of your separation from iOPEX, without the prior written permission of the competent authority.
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX., either to solicit business for personal gain or as an agent of any other company/ firm / organization, for a period of twelve months from the date of your relieving.
7. You are liable to not join any of our competitors including its associate companies or sister concerns for two years with effect from your date of joining. If you fail to adhere to the same, you and the company which you join will be liable for such non-conformance.
8. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
9. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal myportal.iope.com. In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.


REGISTRAR


10. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

11. You shall communicate any change with regard to your expected date of joining. The HR team will give you a letter confirming the change of date.

12. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be 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 category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Its mandate to submit the below mentioned documents at the time of your joining

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
 - a) 10th Mark Sheet
 - b) 12th Mark Sheet
 - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
 - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
 - Aadhar Card
 - Voters Identity Card
 - Driving License
 - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
 - Valid Indian Passport
 - Aadhar Card
 - Voters Identity Card
 - Telephone bill
 - Ration card
 - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

Note: "Kindly bring the Original certificates for validation at the time of joining"



05th May 2020

Ref: iOPEX/RRF3803.CAN6050/9878

APPOINTMENT LETTER

Ms.Linga Reddy Mounika
4-8-250-2,Near Paul Reddy Function Hall,Pulivendula,Kadapa district,
Andhra Pradesh,516390

Dear Mounika,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies in **Grade E1**.

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]**. This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The terms & conditions of our Offer of Employment to you are as follows:

1. Date of Commencement of Employment:

Your employment with the Company shall commence on May 06, 2020.

2. Location:

Your current location of employment shall be Bangalore , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), 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.


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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.

3. Health Insurance Plan - ESIC Scheme:

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

4. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

5. Probationary Period and Confirmation as a Permanent Employee:


You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

6. Working Hours

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.


REGISTRAR


7. Leave

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

8. Increments & Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.

9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

A specially appointed agency will conduct internal and external background Verification . Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.


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This offer of employment and its annexures 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.

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

As a token of your acceptance of this agreement, kindly sign the duplicate copy.

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

Yours sincerely,



Sumitra CV
Associate Director - HRA

Encl: Annexure A - Compensation Details
Annexure B - Other Benefits
Annexure C - Terms & Conditions



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PRESIDENCY UNIVERSITY
BANGALORE

Annexure A: Compensation Details (Salary & applicable benefits)

Name: Linga Reddy Mounika

a) Remuneration

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
Fixed Pay			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	Total Fixed Pay	15,261	183132
Variable Pay			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30000
	Total Variable Pay	8,000	96,000
Employer Contributions			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	Sub-Total	1,739	20,868
	TOTAL CTC	25,000	300,000
	Net Pay	21,904	262,843

b) Retirals

- You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.


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c) Variable Components

Night Shift Allowance: This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

Attendance Bonus: Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

d) Applicable tax would be borne by the employee.

Note -

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.


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Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company,; directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of one year from the date of your separation from iOPEX, without the prior written permission of the competent authority.
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX., either to solicit business for personal gain or as an agent of any other company/ firm / organization, for a period of twelve months from the date of your relieving.
7. You are liable to not join any of our competitors including its associate companies or sister concerns for two years with effect from your date of joining. If you fail to adhere to the same, you and the company which you join will be liable for such non-conformance.
8. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
9. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal myportal.iope.com. In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.


REGISTRAR


10. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

11. You shall communicate any change with regard to your expected date of joining. The HR team will give you a letter confirming the change of date.

12. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be 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 category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Its mandate to submit the below mentioned documents at the time of your joining

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
 - a) 10th Mark Sheet
 - b) 12th Mark Sheet
 - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
 - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
 - Aadhar Card
 - Voters Identity Card
 - Driving License
 - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
 - Valid Indian Passport
 - Aadhar Card
 - Voters Identity Card
 - Telephone bill
 - Ration card
 - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

Note: "Kindly bring the Original certificates for validation at the time of joining"



05th May 2020

Ref: iOPEX/RRF3803.CAN6143/9879

APPOINTMENT LETTER

Mr.Prithiviraj M Warrior
B-305 Ds-Max Silver Nest Best Country Phase-2 Chikkabettahalli Ms Palya
Bangalore,Karnataka,560097

Dear Prithiviraj,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies in **Grade E1**.

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]**. This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The terms & conditions of our Offer of Employment to you are as follows:

1. Date of Commencement of Employment:

Your employment with the Company shall commence on May 06, 2020.

2. Location:

Your current location of employment shall be Bangalore , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), 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.


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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.

3. Health Insurance Plan - ESIC Scheme:

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

4. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

5. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

6. Working Hours

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.


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7. Leave

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

8. Increments & Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.

9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

A specially appointed agency will conduct internal and external background Verification . Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.


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This offer of employment and its annexures 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.

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

As a token of your acceptance of this agreement, kindly sign the duplicate copy.

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

Yours sincerely,



Sumitra CV
Associate Director - HRA

Encl: Annexure A - Compensation Details
Annexure B - Other Benefits
Annexure C - Terms & Conditions



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Annexure A: Compensation Details (Salary & applicable benefits)

Name: Prithiviraj M Warrior

a) Remuneration

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
Fixed Pay			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	Total Fixed Pay	15,261	183132
Variable Pay			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30000
	Total Variable Pay	8,000	96,000
Employer Contributions			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	Sub-Total	1,739	20,868
	TOTAL CTC	25,000	300,000
	Net Pay	21,904	262,843

b) Retirals

- i. You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- ii. You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.


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c) Variable Components

Night Shift Allowance: This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

Attendance Bonus: Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

d) Applicable tax would be borne by the employee.

Note -

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company,; directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of one year from the date of your separation from iOPEX, without the prior written permission of the competent authority.
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX., either to solicit business for personal gain or as an agent of any other company/ firm / organization, for a period of twelve months from the date of your relieving.
7. You are liable to not join any of our competitors including its associate companies or sister concerns for two years with effect from your date of joining. If you fail to adhere to the same, you and the company which you join will be liable for such non-conformance.
8. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
9. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal myportal.iope.com. In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.


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10. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

11. You shall communicate any change with regard to your expected date of joining. The HR team will give you a letter confirming the change of date.

12. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be 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 category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Its mandate to submit the below mentioned documents at the time of your joining

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
 - a) 10th Mark Sheet
 - b) 12th Mark Sheet
 - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
 - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
 - Aadhar Card
 - Voters Identity Card
 - Driving License
 - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
 - Valid Indian Passport
 - Aadhar Card
 - Voters Identity Card
 - Telephone bill
 - Ration card
 - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

Note: "Kindly bring the Original certificates for validation at the time of joining"



05th May 2020

Ref: iOPEX/RRF3803.CAN6231/9880

APPOINTMENT LETTER

Ms.Suchitra Kumari
3605-A,sector 31D,Chandigarh,160030

Dear Suchitra,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies in **Grade E1**.

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]**. This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The terms & conditions of our Offer of Employment to you are as follows:

1. Date of Commencement of Employment:

Your employment with the Company shall commence on May 06, 2020.

2. Location:

Your current location of employment shall be Bangalore , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), 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.


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BANGALORE

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.

3. Health Insurance Plan - ESIC Scheme:

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

4. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

5. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

6. Working Hours

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.


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7. Leave

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

8. Increments & Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.

9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

A specially appointed agency will conduct internal and external background Verification . Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.


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BANGALORE

This offer of employment and its annexures 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.

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

As a token of your acceptance of this agreement, kindly sign the duplicate copy.

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

Yours sincerely,



Sumitra CV
Associate Director - HRA

Encl: Annexure A - Compensation Details
Annexure B - Other Benefits
Annexure C - Terms & Conditions



REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Annexure A: Compensation Details (Salary & applicable benefits)

Name: Suchitra Kumari

a) Remuneration

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
Fixed Pay			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	Total Fixed Pay	15,261	183132
Variable Pay			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30000
	Total Variable Pay	8,000	96,000
Employer Contributions			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	Sub-Total	1,739	20,868
	TOTAL CTC	25,000	300,000
	Net Pay	21,904	262,843

b) Retirals

- i. You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- ii. You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.


REGISTRAR


c) Variable Components

Night Shift Allowance: This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

Attendance Bonus: Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

d) Applicable tax would be borne by the employee.

Note -

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.


REGISTRAR


Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company,; directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of one year from the date of your separation from iOPEX, without the prior written permission of the competent authority.
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX., either to solicit business for personal gain or as an agent of any other company/ firm / organization, for a period of twelve months from the date of your relieving.
7. You are liable to not join any of our competitors including its associate companies or sister concerns for two years with effect from your date of joining. If you fail to adhere to the same, you and the company which you join will be liable for such non-conformance.
8. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
9. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal myportal.iope.com. In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.


REGISTRAR


10. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

11. You shall communicate any change with regard to your expected date of joining. The HR team will give you a letter confirming the change of date.

12. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be 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 category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Its mandate to submit the below mentioned documents at the time of your joining

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
 - a) 10th Mark Sheet
 - b) 12th Mark Sheet
 - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
 - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
 - Aadhar Card
 - Voters Identity Card
 - Driving License
 - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
 - Valid Indian Passport
 - Aadhar Card
 - Voters Identity Card
 - Telephone bill
 - Ration card
 - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

Note: "Kindly bring the Original certificates for validation at the time of joining"



05th May 2020

Ref: iOPEX/RRF3803.CAN6234/9882

APPOINTMENT LETTER

Mr.Sanjay Mallik

vill: brajendra nagar p.o: grishganj bazar Karimganj, Assam, 788711

Dear Sanjay,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies in **Grade E1**.

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]**. This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The terms & conditions of our Offer of Employment to you are as follows:

1. Date of Commencement of Employment:

Your employment with the Company shall commence on May 06, 2020.

2. Location:

Your current location of employment shall be Bangalore , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), 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.


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

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.

3. Health Insurance Plan - ESIC Scheme:

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

4. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

5. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

6. Working Hours

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.


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BANGALORE

7. Leave

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

8. Increments & Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.

9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

A specially appointed agency will conduct internal and external background Verification . Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.


REGISTRAR


This offer of employment and its annexures 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.

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

As a token of your acceptance of this agreement, kindly sign the duplicate copy.

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

Yours sincerely,



Sumitra CV
Associate Director - HRA

Encl: Annexure A - Compensation Details
Annexure B - Other Benefits
Annexure C - Terms & Conditions



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BANGALORE

Annexure A: Compensation Details (Salary & applicable benefits)

Name: Sanjay Mallik

a) Remuneration

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
Fixed Pay			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	Total Fixed Pay	15,261	183132
Variable Pay			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30000
	Total Variable Pay	8,000	96,000
Employer Contributions			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	Sub-Total	1,739	20,868
	TOTAL CTC	25,000	300,000
	Net Pay	21,904	262,843

b) Retirals

- i. You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- ii. You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.


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BANGALORE

c) Variable Components

Night Shift Allowance: This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

Attendance Bonus: Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

d) Applicable tax would be borne by the employee.

Note -

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company,; directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of one year from the date of your separation from iOPEX, without the prior written permission of the competent authority.
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX., either to solicit business for personal gain or as an agent of any other company/ firm / organization, for a period of twelve months from the date of your relieving.
7. You are liable to not join any of our competitors including its associate companies or sister concerns for two years with effect from your date of joining. If you fail to adhere to the same, you and the company which you join will be liable for such non-conformance.
8. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
9. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal myportal.iope.com. In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.


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10. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

11. You shall communicate any change with regard to your expected date of joining. The HR team will give you a letter confirming the change of date.

12. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be 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 category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Its mandate to submit the below mentioned documents at the time of your joining

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
 - a) 10th Mark Sheet
 - b) 12th Mark Sheet
 - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
 - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
 - Aadhar Card
 - Voters Identity Card
 - Driving License
 - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
 - Valid Indian Passport
 - Aadhar Card
 - Voters Identity Card
 - Telephone bill
 - Ration card
 - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

Note: "Kindly bring the Original certificates for validation at the time of joining"



29-Feb-2020

Mr. Nikhil T
Bangalore

Dear Nikhil T,

Offer Letter

We are pleased to offer you the position of “**Cus t o m e r Su p p o r t**” with **Talent Recruit Software Private Limited**. We are sure that Talent Recruit will provide you a satisfying and challenging work environment along with a successful growth path.

1. DATE OF JOINING

You are requested to report for work on or before **10-Mar-2020** with all your original certificates. Please inform us of your decision by today of this offer else the offer stands void. Failure to join on the specified date along with your original certificates shall result in the automatic termination of this appointment, without obligation on the Company to issue notice of such termination.

2. PROBATIONARY PERIOD

You will be on probation for a period of Six months from the date of your appointment. On completion of your probation period, if the management is satisfied with your performance, you may be absorbed on regular employment of the Company.

3. COMPENSATION

3.1 During Internship

Till you attain your Degree / Mark-sheet of final year of Graduation, you will be considered as Intern and you will be entitled to a stipend of **Rs. 10000/- (Rupees Ten Thousand) per month**.

3.2 Post Internship

After attainment of Degree / Mark-sheet of final year of Graduation, your yearly gross value of compensation shall be **Rs. 280000/- (Rupees Two Lakhs Eighty Thousand only)**.

4. INCREMENT & OTHER BENEFITS

Your performance shall be appraised by the Management after completion of every quarter and compensation reviews shall happen in the month of January every year irrespective of the joining date. For the compensation review, you must minimum serve 6 months of regular employment to be eligible for the same. Your performance shall be the criteria to determine annual compensation increments and other benefits to you in future.



5. NON DISCLOSURE AGREEMENT

You would be required to sign the Company's standard Non-Disclosure Agreement (NDA) & Non Competing Agreement, a copy of the same will be provided to you on the date of your joining.

6. SERVICE AGREEMENT

The Company would be giving / providing you practical training for 6 months and considering the time and investment that would be put on you to properly train you, you would be required to sign a Service Agreement with the Company that will be applicable during probation period of six months from the date when your regular employment begins (Post Internship) and will extend 1 year 6 months further from the end of your probation period of six months' post internship.

7. PLACEMENT & TRANSFER

You shall be working from home during your internship period. Post internship, your place of work shall be provided at the time of final placements. However, you shall be liable for transfer from one department to another department, from one place to another place within India and you may also be assigned overseas, if required.

8. TERMINATION OF EMPLOYMENT

This contract of employment is terminable by the company without giving any notice during probation period. Post your probation period, this contract of employment is terminable by the Company by giving 2 months' notice or pay two months' gross salary, as the Company may deem fit. The Company, however, is not bound to give any reason for termination whatsoever.

Subject to Clause 6, if you choose to terminate your employment with the company, during or after the probation period, you shall have to serve notice period of two months or pay six months' gross salary, subject to approval by the company, whichever the case. You will receive a detailed appointment letter at the time of your Joining.

We look forward to a long term and mutually rewarding relationship.

Yours sincerely,

For Talent Recruit Software Private Limited



Shalini Gupta
Director

ACCEPTED:

Nikhil T

04-Mar-2020



REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

29-Feb-2020

Mr. Ananth Kumar N
Bangalore

Dear Ananth Kumar N,

Offer Letter

We are pleased to offer you the position of “**Cus t o m e r Su p p o r t**” with **Talent Recruit Software Private Limited**. We are sure that Talent Recruit will provide you a satisfying and challenging work environment along with a successful growth path.

1. DATE OF JOINING

You are requested to report for work on or before **10-Mar-2020** with all your original certificates. Please inform us of your decision by today of this offer else the offer stands void. Failure to join on the specified date along with your original certificates shall result in the automatic termination of this appointment, without obligation on the Company to issue notice of such termination.

2. PROBATIONARY PERIOD

You will be on probation for a period of Six months from the date of your appointment. On completion of your probation period, if the management is satisfied with your performance, you may be absorbed on regular employment of the Company.

3. COMPENSATION

3.1 During Internship

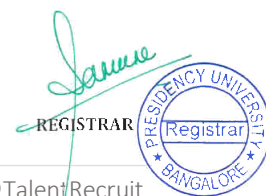
Till you attain your Degree / Mark-sheet of final year of Graduation, you will be considered as Intern and you will be entitled to a stipend of **Rs. 10000/- (Rupees Ten Thousand) per month**.

3.2 Post Internship

After attainment of Degree / Mark-sheet of final year of Graduation, your yearly gross value of compensation shall be **Rs. 280000/- (Rupees Two Lakhs Eighty Thousand only)**.

4. INCREMENT & OTHER BENEFITS

Your performance shall be appraised by the Management after completion of every quarter and compensation reviews shall happen in the month of January every year irrespective of the joining date. For the compensation review, you must minimum serve 6 months of regular employment to be eligible for the same. Your performance shall be the criteria to determine annual compensation increments and other benefits to you in future.



5. NON DISCLOSURE AGREEMENT

You would be required to sign the Company's standard Non-Disclosure Agreement (NDA) & Non Competing Agreement, a copy of the same will be provided to you on the date of your joining.

6. SERVICE AGREEMENT

The Company would be giving / providing you practical training for 6 months and considering the time and investment that would be put on you to properly train you, you would be required to sign a Service Agreement with the Company that will be applicable during probation period of six months from the date when your regular employment begins (Post Internship) and will extend 1 year 6 months further from the end of your probation period of six months' post internship.

7. PLACEMENT & TRANSFER

You shall be working from home during your internship period. Post internship, your place of work shall be provided at the time of final placements. However, you shall be liable for transfer from one department to another department, from one place to another place within India and you may also be assigned overseas, if required.

8. TERMINATION OF EMPLOYMENT

This contract of employment is terminable by the company without giving any notice during probation period. Post your probation period, this contract of employment is terminable by the Company by giving 2 months' notice or pay two months' gross salary, as the Company may deem fit. The Company, however, is not bound to give any reason for termination whatsoever.

Subject to Clause 6, if you choose to terminate your employment with the company, during or after the probation period, you shall have to serve notice period of two months or pay six months' gross salary, subject to approval by the company, whichever the case. You will receive a detailed appointment letter at the time of your Joining.

We look forward to a long term and mutually rewarding relationship.

Yours sincerely,

For Talent Recruit Software Private Limited



Shalini Gupta
Director

ACCEPTED:

Ananth Kumar N

04-Mar-2020




REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

29-Feb-2020

Mr. Shivam Gaur
Bangalore

Dear Shivam Gaur,

Offer Letter

We are pleased to offer you the position of “**Cus t o m e r S u p p o r t**” with **Talent Recruit Software Private Limited**. We are sure that Talent Recruit will provide you a satisfying and challenging work environment along with a successful growth path.

1. DATE OF JOINING

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2. PROBATIONARY PERIOD

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3. COMPENSATION

3.1 During Internship


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REGISTRAR


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We look forward to a long term and mutually rewarding relationship.

Yours sincerely,

For Talent Recruit Software Private Limited



Shalini Gupta
Director

ACCEPTED:

Shivam Gaur

04-Mar-2020



REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Offer Letter from Seventh Sense

31.03.2020

Dear Charitha R

Seventh Sense People Development Solutions Pvt Ltd is excited to take you on board as **"Subject Matter Expert"**

This offer letter provides a few important details such as: work from home internship requirement, compensation, joining date etc. of your employment. Detailed terms and conditions will be provided to you on the date of joining.

You will have to intern with us from 20.04.2020. This internship will have a stipend of Rs. 5000.00 per month. You will have to join at our Bengaluru office situated at #4, 23rd 'A' main, J P Nagar 2nd Phase, Bengaluru – 560078 Ph: 080 4174 4141. You will have to report to work at the above address unless you are visiting our clients on assignments.

On satisfactory performance in the internship, you will be converted into a permanent employee with your probation period waived off

You will receive Rs. 252,012 (CTC) annually with one year bond with reimbursements of expenses made on behalf of the company.

You would get a minimum hike of 25% after the 1st Year. You are also eligible for **5% incentives** on achieving your targets which will be shared with you on the date of joining.

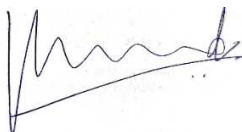
If you accept this offer, your work agreement with us will have to be executed for one year from the date of joining. Please send the signed (with date) copy of this offer letter and scanned copy of the documents mentioned in the annexure on or before **17.04.2020** and send it to info@seventhsensetalent.com

You have also to bring hard copy of these documents together (for verification) with Original 10th standard marks cards (for submission) at the time of joining.

If your acceptance letter is not received before **17.04.2020** we presume that you are not interested in this offer and the offer of employment would automatically be cancelled.

Yours sincerely,

I accept the offer



Director
Seventh Sense Talent Solutions

Charitha R

Date


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

ANNEXURE TO OFFER LETTER OF Charitha R

Scanned copy of the following documents is to be sent to the email address mentioned above

1. Signed copy of the offer letter with name and date
2. PAN Card with photo clearly visible
3. Graduation and Post graduation certificate, if any.
4. Colour Passport Size Photograph - 2
5. Phone Number and contact details including address and emergency contact details (in a word document)
6. Bank Account details with photo, name, account number and IFSC being clearly visible
7. Updated resume
8. Address proof (Permanent and present address)
9. **Aadhar Card & Laptop (Mandatory)**
10. Last 3 months pay slips, relieving letter from the previous employer, Experience letter (if applicable)

@#@#@#@#



Offer Letter from Seventh Sense

31.04.2020

Dear Charan V

Seventh Sense People Development Solutions Pvt Ltd is excited to take you on board as **"Subject Matter Expert"**

This offer letter provides a few important details such as: work from home internship requirement, compensation, joining date etc. of your employment. Detailed terms and conditions will be provided to you on the date of joining.

You will have to intern with us from 20.04.2020. This internship will have a stipend of Rs. 5000.00 per month. You will have to join at our Bengaluru office situated at #4, 23rd 'A' main, J P Nagar 2nd Phase, Bengaluru – 560078 Ph: 080 4174 4141. You will have to report to work at the above address unless you are visiting our clients on assignments.

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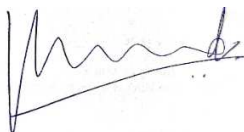
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Yours sincerely,

I accept the offer



Director
Seventh Sense Talent Solutions

Charan V

Date



ANNEXURE TO OFFER LETTER OF Charan V

Scanned copy of the following documents is to be sent to the email address mentioned above

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9. **Aadhar Card & Laptop (Mandatory)**
10. Last 3 months pay slips, relieving letter from the previous employer, Experience letter (if applicable)

@#@#@#@#



Offer Letter from Seventh Sense

31.03.2020

Dear Sourabh G

Seventh Sense People Development Solutions Pvt Ltd is excited to take you on board as **"Strategic Alliance & Digital Marketing Manager (Dual Role)"**

This offer letter provides a few important details such as: work from home internship requirement, compensation, joining date etc. of your employment. Detailed terms and conditions will be provided to you on the date of joining.

You will have to intern with us from 20.04.2020. This internship will have a stipend of Rs. 5000.00 per month. You will have to join at our Bengaluru office situated at #4, 23rd 'A' main, J P Nagar 2nd Phase, Bengaluru – 560078 Ph: 080 4174 4141. You will have to report to work at the above address unless you are visiting our clients on assignments.

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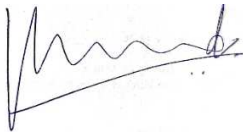
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If your acceptance letter is not received before **17.04.2020** we presume that you are not interested in this offer and the offer of employment would automatically be cancelled.

Yours sincerely,

I accept the offer



Director
Seventh Sense Talent Solutions

Sourabh G

Date



ANNEXURE TO OFFER LETTER OF Sourabh G

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Offer Letter from Seventh Sense

31.03.2020

Dear Ankitha A K

Seventh Sense People Development Solutions Pvt Ltd is excited to take you on board as **"Subject Matter Expert"**

This offer letter provides a few important details such as: work from home internship requirement, compensation, joining date etc. of your employment. Detailed terms and conditions will be provided to you on the date of joining.

You will have to intern with us from 20.04.2020. This internship will have a stipend of Rs. 5000.00 per month. You will have to join at our Bengaluru office situated at #4, 23rd 'A' main, J P Nagar 2nd Phase, Bengaluru – 560078 Ph: 080 4174 4141. You will have to report to work at the above address unless you are visiting our clients on assignments.

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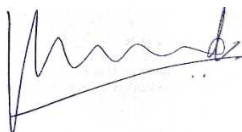
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If your acceptance letter is not received before **17.04.2020** we presume that you are not interested in this offer and the offer of employment would automatically be cancelled.

Yours sincerely,

I accept the offer



Director
Seventh Sense Talent Solutions

Ankitha A K

Date



ANNEXURE TO OFFER LETTER OF Ankitha A K

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@#@#@#@#



Offer Letter from Seventh Sense

31.03.2020

Dear Bindhu P

Seventh Sense People Development Solutions Pvt Ltd is excited to take you on board as **"Subject Matter Expert"**

This offer letter provides a few important details such as: work from home internship requirement, compensation, joining date etc. of your employment. Detailed terms and conditions will be provided to you on the date of joining.

You will have to intern with us from 20.04.2020. This internship will have a stipend of Rs. 5000.00 per month. You will have to join at our Bengaluru office situated at #4, 23rd 'A' main, J P Nagar 2nd Phase, Bengaluru – 560078 Ph: 080 4174 4141. You will have to report to work at the above address unless you are visiting our clients on assignments.

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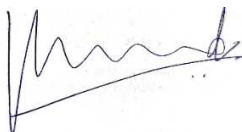
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Yours sincerely,

I accept the offer



Director
Seventh Sense Talent Solutions

Bindhu P

Date


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

ANNEXURE TO OFFER LETTER OF Bindhu P

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@#@#@#@#


REGISTRAR


Offer Letter from Seventh Sense

31.03.2020

Dear Anas Shaikh Mahmood

Seventh Sense People Development Solutions Pvt Ltd is excited to take you on board as **"Strategic Alliance & Digital Marketing Manager (Dual Role)"**

This offer letter provides a few important details such as: work from home internship requirement, compensation, joining date etc. of your employment. Detailed terms and conditions will be provided to you on the date of joining.

You will have to intern with us from 20.04.2020. This internship will have a stipend of Rs. 5000.00 per month. You will have to join at our Bengaluru office situated at #4, 23rd 'A' main, J P Nagar 2nd Phase, Bengaluru – 560078 Ph: 080 4174 4141. You will have to report to work at the above address unless you are visiting our clients on assignments.

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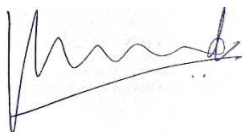
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Yours sincerely,

I accept the offer



Director
Seventh Sense Talent Solutions

Anas Shaikh Mahmood

Date


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

ANNEXURE TO OFFER LETTER OF Anas Shaikh Mahmood

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@#@#@#@#


REGISTRAR


Offer Letter from Seventh Sense

31.03.2020

Dear Anirudh Chagi

Seventh Sense People Development Solutions Pvt Ltd is excited to take you on board as **"Strategic Alliance & Digital Marketing Manager (Dual Role)"**

This offer letter provides a few important details such as: work from home internship requirement, compensation, joining date etc. of your employment. Detailed terms and conditions will be provided to you on the date of joining.

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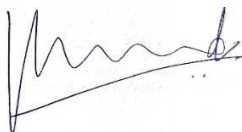
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Yours sincerely,

I accept the offer



Director
Seventh Sense Talent Solutions

Anirudh Chagi

Date



ANNEXURE TO OFFER LETTER OF Anirudh Chagi

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9. **Aadhar Card & Laptop (Mandatory)**
10. Last 3 months pay slips, relieving letter from the previous employer, Experience letter (if applicable)

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Offer Letter from Seventh Sense

31.03.2020

Dear Jerlin Joy

Seventh Sense People Development Solutions Pvt Ltd is excited to take you on board as **"Subject Matter Expert"**

This offer letter provides a few important details such as: work from home internship requirement, compensation, joining date etc. of your employment. Detailed terms and conditions will be provided to you on the date of joining.

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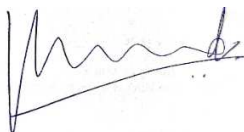
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If your acceptance letter is not received before **17.04.2020** we presume that you are not interested in this offer and the offer of employment would automatically be cancelled.

Yours sincerely,

I accept the offer



Director
Seventh Sense Talent Solutions

Jerlin Joy

Date



ANNEXURE TO OFFER LETTER OF Jerlin Joy

Scanned copy of the following documents is to be sent to the email address mentioned above

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Dhatuonline

To,
Manuragh R J
Student ID: 2016CVE009
Branch: Civil Engineering
Presidency University
Yelahanka

10/March/2020
Bangalore

Sub: Offer Confirmation.

Dear **Manuragh R J**,

Greetings from Dhatu Online Solutions Pvt. Ltd.

Congratulations!!!!

Please let this letter serve as our official statement of intention to hire you as "Trainee Sales & Marketing Executive" after the completion of your B.Tech degree. **Your Cost to Company (CTC) will be ₹3 Lac per annum.** Detail breakup of the CTC will be provided in the appointment letter as per the company policy.

Confirmation of employment with Dhatu Online Solutions Pvt. Ltd is subjected to your joining on **1st July 2020** & submission of all mandatory documents (**Annexure-1**) and thereafter performance during the probation period. In case of non-submission of any mandatory document(s), you will be required to sign a declaration of undertaking of the actual date of submission of the document(s). Non-submission of the document(s) on the said date might lead to termination of employment.

You will be required to enter into a **Service Agreement (24 months)** to be executed between you and the Company on the day of joining. The detailed appointment Letter will be handed over to you on the date of joining.

Sanjeev
REGISTRAR
PRESIDENCY UNIVERSITY
Registrar
BANGALORE



Dhatuonline

Annexure – 1

Students are requested to bring the following documents in original, along with two photocopies of each.

Required documents:

- 1 - All Educational Certificates with mark sheets
- 2 - Provisional mark sheet / certificate (if not graduated)
- 3 - Aadhar Card
- 4 - PAN Card
- 5 - Valid Passport (Optional)
- 6 - Recent passport-sized color photograph (3 copies)
- 7 - Front page of Bank passbook (Where A/C no. & IFSC code are clearly mentioned)
- 8 - Aadhar Card of parents
- 9 - Post card sized photo of the student with parents

Details pertaining to remuneration are confidential and may strictly be treated as such.

If you have any queries, Please feel free to contact **Monalisha Pradhan**, HR Executive as below:

Contact No.: **7899992200**

E mail: hr@dhatuonline.com

Thanking You & Wishing You Best of Luck.

For Dhatu Online Solutions Pvt. Ltd

(Akshyansu Mohapatra)
Director





Dhatuonline

To,
Chaithanya R
Student ID: 2016MEE058
Branch: Mechanical Engineering
Presidency University
Yelahanka

10/March/2020
Bangalore

Sub: Offer Confirmation

Dear **Chaithanya R**,

Greetings from Dhatu Online Solutions Pvt. Ltd.

Congratulations!!!!

Please let this letter serve as our official statement of intention to hire you as "Trainee Sales & Marketing Executive" after the completion of your B.Tech degree. **Your Cost to Company (CTC) will be ₹3 Lac per annum.** Detail breakup of the CTC will be provided in the appointment letter as per the company policy.

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Samir
REGISTRAR





Dhatuonline

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E mail: hr@dhatuonline.com

Thanking You & Wishing You Best of Luck.

For Dhatu Online Solutions Pvt. Ltd

(Akshyansu Mohapatra)
Director





Dhatuonline

To,
Shireesha U
Student ID: 2016MEE061
Branch: Mechanical Engineering
Presidency University
Yelahanka

10/March/2020
Bangalore

Sub: Offer Confirmation.

Dear Shireesha U,

Greetings from Dhatu Online Solutions Pvt. Ltd.

Congratulations!!!!

Please let this letter serve as our official statement of intention to hire you as “**Trainee Sales & Marketing Executive**” after the completion of your B. Tech degree. **Your Cost to Company (CTC) will be ₹3 Lac per annum.** Detail breakup of the CTC will be provided in the appointment letter as per the company policy.

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Shireesha





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E mail: hr@dhatuonline.com

Thanking You & Wishing You Best of Luck.

For Dhatu Online Solutions Pvt. Ltd

(Akshyansu Mohapatra)
Director





Dhatuonline

To,
Hemanth Kumar P
Student ID: 2017LME017
Branch: Mechanical Engineering
Presidency University
Yelahanka

10/March/2020
Bangalore

Sub: Offer Confirmation.

Dear Hemanth Kuamr P,

Greetings from Dhatu Online Solutions Pvt. Ltd.

Congratulations!!!!

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Jai
REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE



Dhatuonline

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E mail: hr@dhatuonline.com

Thanking You & Wishing You Best of Luck.

For Dhatu Online Solutions Pvt. Ltd

(Akshyansu Mohapatra)
Director





Dhatuonline

To,
Manjunath S Chirikuri
Student ID: 2016PEE021
Branch: Petroleum Engineering
Presidency University
Yelahanka

10/March/2020
Bangalore

Sub: Offer Confirmation.

Dear Manjunath S Chirikuri,

Greetings from Dhatu Online Solutions Pvt. Ltd.

Congratulations!!!!

Please let this letter serve as our official statement of intention to hire you as "Trainee Sales & Marketing Executive" after the completion of your B. Tech degree. **Your Cost to Company (CTC) will be ₹3 Lac per annum.** Detail breakup of the CTC will be provided in the appointment letter as per the company policy.

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E mail: hr@dhatuonline.com

Thanking You & Wishing You Best of Luck.

For Dhatu Online Solutions Pvt. Ltd

(Akshyansu Mohapatra)
Director





Feenixtech India



Dear Mr/Ms Venkatapavan Kumar T

Feenixtech India is pleased to offer you the position of Junior Associate, IT Relations at Bengaluru Regional. Your skills and experience will be an ideal fit for our service department.

As we discussed, your starting date will be June 1, 2020. The starting salary is 3.00 Lakhs per year and is paid on a Monthly basis. There will be Stipend on training period. Company formals and Insurance is mandatory with conditions

Full family medical coverage will be provided through our company's employee benefit plan and will be effective on June 1. Dental and optical insurance are also available. Feenixtech India offers a flexible paid time-off plan which includes vacation, personal, and sick leave. You may be allow to travel all regions and foreign Hr panel meetings basis of company instruction.

Time off accrues at the rate of one day per month for your first year, then increases based on your tenure with the company. Eligibility for the company retirement plan begins 90 days after your start date. Team Manager is your reporting Person.

The main role of a Trainee is to gain experience of all aspects of their selected career. These people can learn all required skills for their future jobs by doing different real work duties. For example, HR trainees help to induct new members to a company and discuss human resources issues with departmental representatives.

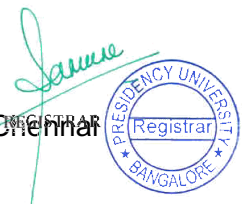
Trainees usually perform many of the following tasks:

- **Completing all assigned tasks and assisting with day-to-day operations.**
- **Participating in meetings, workshops, and other learning opportunities.**

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hr@feenixtechindia.com

BIT Park, Guindy. Chennai



- Observing and learning from experienced staff members.
- Gaining knowledge of company policies, protocols, and processes.
- Taking detailed notes and liaising with Managers, Supervisors, and other senior staff.
- Fulfilling any requirements and meeting goals set out at the start of the traineeship.
- Following all company regulations, and health and safety codes.
- Preparing documents and updating records.
- Learning about conflict resolution and sitting in on disciplinary hearings.
- Traveling to different offices and participating in daily operations as required.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. If your Services not satisfactory to the company, company have the full rights to take actions against Candidate. Company have the full the rights to transfer any employees to any where.

When your acknowledgment is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan. We look forward to welcoming you to the Feenixtech India team.

Sincerely,
Shwetha
Hr Executive,
Human Resources
Feenixtech India.



I hereby accept the Junior Associate Position with all my knowledge

Signature



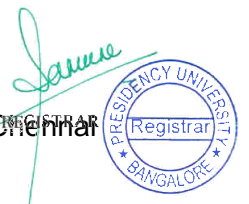
+919384888140



hr@feenixtechindia.com



BIT Park, Guindy. Chennai





Feenixtech India



Dear Mr/Ms Preethi B

Feenixtech India is pleased to offer you the position of Junior Associate, IT Relations at Bengaluru Regional. Your skills and experience will be an ideal fit for our service department.

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Sincerely,
Shwetha
Hr Executive,
Human Resources
Feenixtech India.



I hereby accept the Junior Associate Position with all my knowledge

Signature



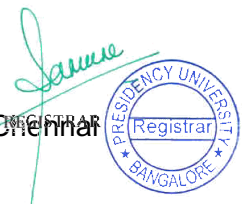
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hr@feenixtechindia.com



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Feenixtech India



Dear Mr/Ms Presilla Jenifer A

Feenixtech India is pleased to offer you the position of Junior Associate, IT Relations at Bengaluru Regional. Your skills and experience will be an ideal fit for our service department.

As we discussed, your starting date will be June 1, 2020. The starting salary is 3.00 Lakhs per year and is paid on a Monthly basis. There will be Stipend on training period. Company formals and Insurance is mandatory with conditions

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Sincerely,
Shwetha
Hr Executive,
Human Resources
Feenixtech India.



I hereby accept the Junior Associate Position with all my knowledge

Signature



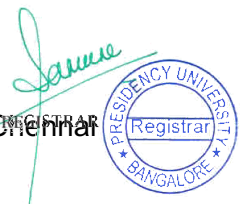
+919384888140



hr@feenixtechindia.com



BIT Park, Guindy. Chennai





Feenixtech India



Dear Mr/Ms Mohammed Hassan Khan

Feenixtech India is pleased to offer you the position of Junior Associate, IT Relations at Bengaluru Regional. Your skills and experience will be an ideal fit for our service department.

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**Sincerely,
Shwetha
Hr Executive,
Human Resources
Feenixtech India.**



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Signature



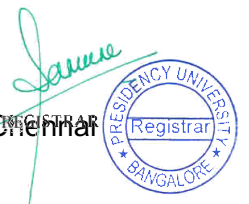
+919384888140



hr@feenixtechindia.com



BIT Park, Guindy. Chennai





Feenixtech India



Dear Mr/Ms Katarmal Harsh Sanjiv

Feenixtech India is pleased to offer you the position of Junior Associate, IT Relations at Bengaluru Regional. Your skills and experience will be an ideal fit for our service department.

As we discussed, your starting date will be June 1, 2020. The starting salary is 3.00 Lakhs per year and is paid on a Monthly basis. There will be Stipend on training period. Company formals and Insurance is mandatory with conditions

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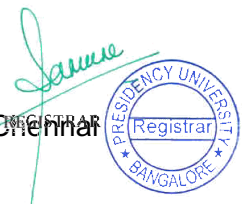
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**Sincerely,
Shwetha
Hr Executive,
Human Resources
Feenixtech India.**



I hereby accept the Junior Associate Position with all my knowledge

Signature



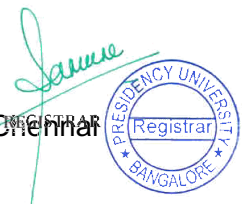
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hr@feenixtechindia.com



BIT Park, Guindy. Chennai





Feenixtech India



Dear Mr/Ms Sandhya B

Feenixtech India is pleased to offer you the position of Junior Associate, IT Relations at Bengaluru Regional. Your skills and experience will be an ideal fit for our service department.

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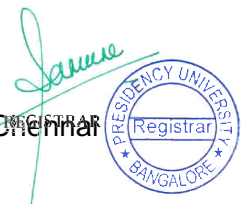
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**Sincerely,
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Hr Executive,
Human Resources
Feenixtech India.**



I hereby accept the Junior Associate Position with all my knowledge

Signature



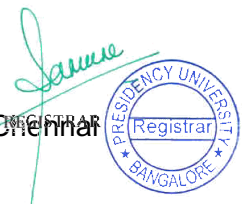
+919384888140



hr@feenixtechindia.com



BIT Park, Guindy. Chennai





Feenixtech India



Dear Mr/Ms Vidya Shree

Feenixtech India is pleased to offer you the position of Junior Associate, IT Relations at Bengaluru Regional. Your skills and experience will be an ideal fit for our service department.

As we discussed, your starting date will be June 1, 2020. The starting salary is 3.00 Lakhs per year and is paid on a Monthly basis. There will be Stipend on training period. Company formals and Insurance is mandatory with conditions

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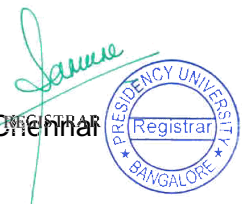
Trainees usually perform many of the following tasks:

- **Completing all assigned tasks and assisting with day-to-day operations.**
- **Participating in meetings, workshops, and other learning opportunities.**

+919384888140

hr@feenixtechindia.com

BIT Park, Guindy. Chennai



- Observing and learning from experienced staff members.
- Gaining knowledge of company policies, protocols, and processes.
- Taking detailed notes and liaising with Managers, Supervisors, and other senior staff.
- Fulfilling any requirements and meeting goals set out at the start of the traineeship.
- Following all company regulations, and health and safety codes.
- Preparing documents and updating records.
- Learning about conflict resolution and sitting in on disciplinary hearings.
- Traveling to different offices and participating in daily operations as required.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. If your Services not satisfactory to the company, company have the full rights to take actions against Candidate. Company have the full the rights to transfer any employees to any where.

When your acknowledgment is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan. We look forward to welcoming you to the Feenixtech India team.

**Sincerely,
Shwetha
Hr Executive,
Human Resources
Feenixtech India.**



I hereby accept the Junior Associate Position with all my knowledge

Signature



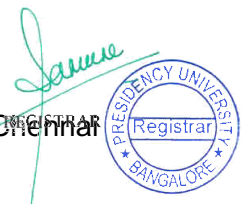
+919384888140



hr@feenixtechindia.com



BIT Park, Guindy. Chennai



Offer Letter

9 June 2020

Ms. Aishwarya K

Dear Aishwarya K

We refer, to your application and subsequent interview you had with us. We are pleased to onboard you as a Fixed Term Employee (BD team) with Cue Learn Private Limited at Bangalore on the following terms and conditions.

1. Your engagement with the Company shall be for a period of **6 months** with effect from **11 June 2020 till 30 November 2020**, At the end of the period, this arrangement will automatically stand terminated, unless renewed specifically in writing.
2. You shall be paid an all-inclusive compensation amount of **Rs. 16000/-** per month. You may be eligible for an incentive pay based on the *company's* incentive structure and the targets achieved by you. The details of which shall be communicated to you separately. The details of the same is mentioned in Annexure-I.
3. Your appointment is subject to (i) we finding you medically fit; and (ii) our verification of your credentials provided by you (refer **Annexure II**) and (iii) correctness of data provided by you.
4. Please note that by accepting the offer made to you in this letter, you agree to abide by the rules, by-laws and policies of the Company.

Taxes

1. All taxes, where applicable, will be to your account.

Confidentiality & Invention

1. You shall treat all information imparted to you during your engagement with Cue Learn as confidential and shall not divulge the same directly or indirectly to any person or firm or organization.
2. You shall not, either during your engagement with the Company or thereafter, divulge to any person whatsoever any formulae, processes, methods, machines, compositions, ideas or any other information concerning the business and affairs of the Company, clients, business partner or any of its dealings, transactions which come to your knowledge during your engagement, or use any of the same for your own benefit.
3. Any invention, improvement or design conceived by you while in our engagement which is within the existing or contemplated scope of the business of the Company shall become the *Company's exclusive* property for all countries.
4. On ceasing to be in the fixed term arrangement with the Company, you shall return forthwith all the properties of the Company that are entrusted during your fixed term arrangement with the Company.

Termination

1. This engagement can be terminated at any time by either party hereto giving a notice of 7 days.

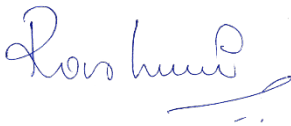
Other Conditions

1. You shall devote your time and attention to the business of the Company to the best of your ability while carrying out your engagement and you shall not become interested or employed or otherwise concerned at any time directly or indirectly with any other business which is likely to create conflict of interest with that of the Company.
2. If at any time you shall, by your conduct, render yourself incompetent to perform your duties or if you should be dishonest, disobedient, intemperate, irregular in attendance, commit any breach of the terms of your engagement or any of its stipulates herein

contained, Cue Learn shall, without prejudice to any of its rights under the terms herein be entitled to terminate your contractual engagement forthwith without notice or payment in lieu of notice and to deduct from your fees or other emoluments, if any, then due to you, the amount of loss Cue Learn may have sustained.

We hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it to us.

For Cue Learn Pvt. Ltd.



Ms. Rashmi K C
(Head – HR)

I accept the offer with the Company on the terms and conditions set out in this letter.

Full Name: _____

Signature: _____

Date: _____

Place: _____

Annexure -I

Compensation Structure

	Monthly
Fixed	15480
ESI	520
Total	16000

Note: The Compensation is subject to Professional Tax and Income Tax deductions as per statutory requirements

Annexure -II

Documents to be submitted at the time of joining

1. Two passport size photograph
2. Pan Card (Photocopy)
3. Address proof (Photocopy)
4. Academic certificates (all):
 - Xth Std. Passing Certificate
 - Xth Std. Marks card
 - XIIth Std. Marks card
 - Graduation Degree
 - Graduation Marks Sheet
 - Post-Graduation Degree
 - Post-Graduation Marks cards
 - Any other relevant certificate (if any)
 - Previous employment Experience/Reliving letter.



Feenixtech India



Dear Mr/Ms PRIYANKA B

Feenixtech India is pleased to offer you the position of Junior Associate, IT Relations at Bengaluru Regional. Your skills and experience will be an ideal fit for our service department.

As we discussed, your starting date will be June 1, 2020. The starting salary is 3.00 Lakhs per year and is paid on a Monthly basis. There will be Stipend on training period. Company formals and Insurance is mandatory with conditions

Full family medical coverage will be provided through our company's employee benefit plan and will be effective on June 1. Dental and optical insurance are also available. Feenixtech India offers a flexible paid time-off plan which includes vacation, personal, and sick leave. You may be allow to travel all regions and foreign Hr panel meetings basis of company instruction.

Time off accrues at the rate of one day per month for your first year, then increases based on your tenure with the company. Eligibility for the company retirement plan begins 90 days after your start date. Team Manager is your reporting Person.

The main role of a Trainee is to gain experience of all aspects of their selected career. These people can learn all required skills for their future jobs by doing different real work duties. For example, HR trainees help to induct new members to a company and discuss human resources issues with departmental representatives.

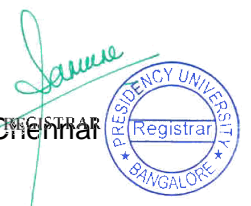
Trainees usually perform many of the following tasks:

- **Completing all assigned tasks and assisting with day-to-day operations.**
- **Participating in meetings, workshops, and other learning opportunities.**

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hr@feenixtechindia.com

BIT Park, Guindy. Chennai



- Observing and learning from experienced staff members.
- Gaining knowledge of company policies, protocols, and processes.
- Taking detailed notes and liaising with Managers, Supervisors, and other senior staff.
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When your acknowledgment is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan. We look forward to welcoming you to the Feenixtech India team.

**Sincerely,
Shwetha
Hr Executive,
Human Resources
Feenixtech India.**



I hereby accept the Junior Associate Position with all my knowledge

Signature



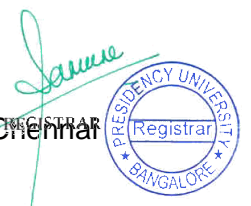
+919384888140



hr@feenixtechindia.com



BIT Park, Guindy. Chennai





Feenixtech India



Dear Mr/Ms ZAFAR KHAN

Feenixtech India is pleased to offer you the position of Junior Associate, IT Relations at Bengaluru Regional. Your skills and experience will be an ideal fit for our service department.

As we discussed, your starting date will be June 1, 2020. The starting salary is 3.00 Lakhs per year and is paid on a Monthly basis. There will be Stipend on training period. Company formals and Insurance is mandatory with conditions

Full family medical coverage will be provided through our company's employee benefit plan and will be effective on June 1. Dental and optical insurance are also available. Feenixtech India offers a flexible paid time-off plan which includes vacation, personal, and sick leave. You may be allow to travel all regions and foreign Hr panel meetings basis of company instruction.

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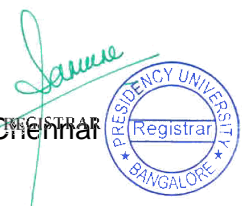
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**Sincerely,
Shwetha
Hr Executive,
Human Resources
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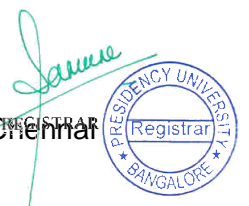
+919384888140



hr@feenixtechindia.com



BIT Park, Guindy. Chennai





Feenixtech India



Dear Mr/Ms TEJASWINI D

Feenixtech India is pleased to offer you the position of Junior Associate, IT Relations at Bengaluru Regional. Your skills and experience will be an ideal fit for our service department.

As we discussed, your starting date will be June 1, 2020. The starting salary is 3.00 Lakhs per year and is paid on a Monthly basis. There will be Stipend on training period. Company formals and Insurance is mandatory with conditions

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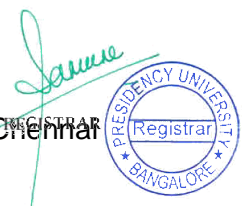
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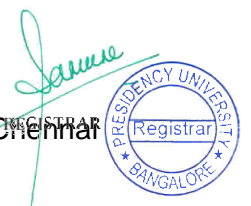
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hr@feenixtechindia.com



BIT Park, Guindy. Chennai



PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 3/12/2020 10:00 AM

To: ANUSHA M S <anums1919@gmail.com>

Dear Anusha M S,

Greetings from PULSUS group!!

With reference to your application and the subsequent Interview you had with us, we are pleased to inform that you are selected at PULSUS Healthtech LLP.

you will receive a consolidated Payment of Rs. 25000/- per month .(including PF)

You are requested to join on 19th Apr 2020 at 10.00 AM at the following venue:

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram, Chennai-600 089

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

Contact Person: [HR_8763765693](tel:8763765693)

We are welcoming you on board for a successful career with Pulsus Family. If the above terms are acceptable, Kindly acknowledge the receipt of the same.

List of Documents to be submitted at the time of Joining

Photocopy of all educational certificates

Eight passport size photographs.

Copy of PAN Card/AADHAR Card/Ration Card (As address proof)

All Original copy of educational certificates for verification and one original certificate submission with 1 year Bond

Regards

Rasmi Nayak

Human Resource

PULSUS Healthtech

Chennai | Vizag | Gurgaon

E: chennaihr@pulsus.com; rasmi_nayak@pulsus.co.in

T: 044 6625 2600 Ext 2609



3/12/2020

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Registrar
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PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 3/12/2020 10:00 AM

To: FLORANCE JUSTINAA <florancejustina1998@gmail.com>

Dear Florance Justina A,

Greetings from PULSUS group!!

With reference to your application and the subsequent Interview you had with us, we are pleased to inform that you are selected at PULSUS Healthtech LLP.

you will receive a consolidated Payment of Rs. 25000/- per month .(including PF)

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Rasmi Nayak

Human Resource

PULSUS Healthtech

Chennai | Vizag | Gurgaon

E: chennaihr@pulsus.com; rasmi_nayak@pulsus.co.in

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PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 3/12/2020 10:00 AM

To: MUKESH KUMAR <mukesh.india001@gmail.com>

Dear Mukesh Kumar,

Greetings from PULSUS group!!

With reference to your application and the subsequent Interview you had with us, we are pleased to inform that you are selected at PULSUS Healthtech LLP.

you will receive a consolidated Payment of Rs. 25000/- per month .(including PF)

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PULSUS Healthtech LLP

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Rasmi Nayak

Human Resource

PULSUS Healthtech

Chennai | Vizag | Gurgaon

E: chennaihr@pulsus.com; rasmi_nayak@pulsus.co.in

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PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 3/12/2020 10:00 AM

To: PRATHIBHA C M <Prathibhaprathi1998@gmail.com>

Dear Prathibha C M,

Greetings from PULSUS group!!

With reference to your application and the subsequent Interview you had with us, we are pleased to inform that you are selected at PULSUS Healthtech LLP.

you will receive a consolidated Payment of Rs. 25000/- per month .(including PF)

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Regards

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PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 3/12/2020 10:00 AM

To: DEEPAK T P <deepakparabhu2205@gmail.com>

Dear Deepak T P,

Greetings from PULSUS group!!

With reference to your application and the subsequent Interview you had with us, we are pleased to inform that you are selected at PULSUS Healthtech LLP.

you will receive a consolidated Payment of Rs. 25000/- per month .(including PF)

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Ramapuram, Chennai-600 089

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

Contact Person: [HR_8763765693](tel:8763765693)

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Janus
REGISTRAR


PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 3/12/2020 10:00 AM

To: JERALD ROLANCE S <srolance@gmail.com>

Dear Jerald Rolance S,

Greetings from PULSUS group!!

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PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 3/12/2020 10:00 AM

To: KORADA SAGAR <777sagark@gmail.com>

Dear Korada Sagar,

Greetings from PULSUS group!!

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Rasmi Nayak

Human Resource

PULSUS Healthtech

Chennai | Vizag | Gurgaon

E: chennaihr@pulsus.com; rasmi_nayak@pulsus.co.in

T: 044 6625 2600 Ext 2609



3/12/2020

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Registrar
BANGSAPUR

PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 3/12/2020 10:00 AM

To: SAI TEJA REDDY V <saitejavangumalla8@gmail.com>

Dear Sai Teja Reddy V,

Greetings from PULSUS group!!

With reference to your application and the subsequent Interview you had with us, we are pleased to inform that you are selected at PULSUS Healthtech LLP.

you will receive a consolidated Payment of Rs. 25000/- per month .(including PF)

You are requested to join on 19th Apr 2020 at 10.00 AM at the following venue:

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram, Chennai-600 089

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

Contact Person: [HR_8763765693](tel:8763765693)

We are welcoming you on board for a successful career with Pulsus Family. If the above terms are acceptable, Kindly acknowledge the receipt of the same.

List of Documents to be submitted at the time of Joining

Photocopy of all educational certificates

Eight passport size photographs.

Copy of PAN Card/AADHAR Card/Ration Card (As address proof)

All Original copy of educational certificates for verification and one original certificate submission with 1 year Bond

Regards

Rasmi Nayak

Human Resource

PULSUS Healthtech

Chennai | Vizag | Gurgaon

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BANGALORE

PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 3/12/2020 10:00 AM

To: VINAY D R <vinumanjuraghu@gmail.com>

Dear Vinay D R,

Greetings from PULSUS group!!

With reference to your application and the subsequent Interview you had with us, we are pleased to inform that you are selected at PULSUS Healthtech LLP.

you will receive a consolidated Payment of Rs. 25000/- per month .(including PF)

You are requested to join on 19th Apr 2020 at 10.00 AM at the following venue:

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1/124, Shivaji garden, Moonlight stop

Ramapuram, Chennai-600 089

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

Contact Person: [HR_8763765693](tel:8763765693)

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Regards

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PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 3/12/2020 10:00 AM

To: VUSA NAVEEN <vusanaveen138@gmail.com>

Dear Vusa Naveen,

Greetings from PULSUS group!!

With reference to your application and the subsequent Interview you had with us, we are pleased to inform that you are selected at PULSUS Healthtech LLP.

you will receive a consolidated Payment of Rs. 25000/- per month .(including PF)

You are requested to join on 19th Apr 2020 at 10.00 AM at the following venue:

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1/124, Shivaji garden, Moonlight stop

Ramapuram, Chennai-600 089

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

Contact Person: [HR_8763765693](tel:8763765693)

We are welcoming you on board for a successful career with Pulsus Family. If the above terms are acceptable, Kindly acknowledge the receipt of the same.

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Eight passport size photographs.

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All Original copy of educational certificates for verification and one original certificate submission with 1 year Bond

Regards

Rasmi Nayak

Human Resource

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PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 3/12/2020 10:00 AM

To: PRAVACHAN D NAIK <pravachandnaik555@gmail.com>

Dear Pravachan D Naik,

Greetings from PULSUS group!!

With reference to your application and the subsequent Interview you had with us, we are pleased to inform that you are selected at PULSUS Healthtech LLP.

you will receive a consolidated Payment of Rs. 25000/- per month .(including PF)

You are requested to join on 19th Apr 2020 at 10.00 AM at the following venue:

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PULSUS Healthtech LLP

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Contact Person: [HR_8763765693](tel:8763765693)

We are welcoming you on board for a successful career with Pulsus Family. If the above terms are acceptable, Kindly acknowledge the receipt of the same.

List of Documents to be submitted at the time of Joining

Photocopy of all educational certificates

Eight passport size photographs.

Copy of PAN Card/AADHAR Card/Ration Card (As address proof)

All Original copy of educational certificates for verification and one original certificate submission with 1 year Bond

Regards

Rasmi Nayak

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Fidelis Corporate Solutions Pvt. Ltd.,

No. 357, "SAN DIEGO", 2nd Floor, 6th Main Road,
1st Block Koramangala, Bengaluru 560034,
Karnataka, India

Phone : 080-41502234 / 36
Email : info@fidelisgroup.in
Website : www.fidelisgroup.in

CIN No - U74110KA2010PTC053482

Date: 18 March 2020

Shagufta Tasmiya

27,5th main,5th cross,Rahmath nagar,RT nagar post, bangalore, Karnataka - 560032

Dear Shagufta Tasmiya

Subject: Appointment as Technical Support Engineer-L1

Further to our earlier letter, the Management is pleased to appoint you as Technical Support Engineer-L1 with effective from 18 March 2020.

Your monthly compensation would be Rs. 22000/-of Cost to Company which includes the following:

- 1) Provident Fund benefits by the Company.
- 2) Employees State Insurance by the Company.

Please return the duplicate copy of this letter duly signed in token of your acceptance. Together with the following necessary documents:

- 01 Copies of Educational/Technical Courses
- 02 Copy of PAN Card
- 03 Copy of Passport
- 04 2 Passport sized photographs
- 05 Last pay slip
- 06 Resignation copy and relieving letter
- 07 PF and ESI declaration to be submitted at the time of joining
- 08 Reference details – The appointment shall be subject to satisfactory reference check.

Your appointment is subject to being able to provide the above mentioned documents and subsequent to back ground verification.

We welcome you to the FIDELIS family and hope for a long and happy association with you in the future.

Welcome aboard!

Yours Faithfully

For Fidelis Corporate Solutions Pvt.Ltd.,

Raghavendra Mesta

VP- HR & Operations

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Email : info@fidelisgroup.in
Website : www.fidelisgroup.in

CIN No - U74110KA2010PTC053482

ANNEXURE - A

Employee Name :Shagufta Tasmiya

Designation :Technical Support Engineer-L1

Date Of Appointment :18 March 2020

Salary break-up:

Details	Per Month(Rs)	Per Annum(Rs)
Basic	15,000.00	1,80,000.00
HRA	3,072.00	36,864.00
Statutory Bonus	1,250.00	15,000.00
Gross Pay	19,322.00	2,31,864.00
Empl PF	1,800.00	21,600.00
Empl ESI	145.00	1,740.00
Empl PT	200.00	2,400.00
Take Home	17,177.00	2,06,124.00
Company PF	1,950.00	23,400.00
Company ESI	628.00	7,536.00
Medical Insurance	100.00	1,200.00
Cost To Company	22,000.00	2,64,000.00

Note: CTC includes all allowances and statutory components (Employer and Employee contribution of PF, ESI, PT and Bonus paid as advance on monthly basis).

The salary is subjected to Income Tax deduction (if applicable) as per the regulation of the Government of India. Your salary is strictly confidential. The salary slip would be sent to your email ID provided in the resume submitted to us at the time of joining.

Salary is inclusive of all statutory payments and the same would be credited your account (Account Number to be intimated by you) in the form of amount transfer or cheque payment as the case may be.

Authorized Signatory

Acceptance by the Employee


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Email : info@fidelisgroup.in

Website : www.fidelisgroup.in

CIN No - U74110KA2010PTC053482

Terms and Conditions

1. Duties and Responsibilities.

This is an executive position involving continuous responsibility and does not entitle you to any compensation for overtime. The work environment requires flexibility and you will need to undertake additional related duties from time to time, which may include local as well as overseas travel.

In addition to the above you shall perform such duties as the Employer may assign to you from time to time.

The Employer reserves the right to transfer you within its offices in India or abroad. The Employer may also transfer you from one department / unit to another (either existing or to be set up in future) or to a group entity of the Employer, at the Employer's sole discretion. Any such transfer shall be on the same terms and conditions as are specified herein. The Employer also reserves its right to depute you in any other company or entity, for providing the required services that may be decided between the Employer and the Company.

During the course of such deputation you will carry out all reasonable and lawful instructions given either verbally, in writing or through any electronic medium by the authority to whom you report to in the in the Company.

2. Responsibility on deputation:

During the course of your employment, the employer may depute you to work at their customer or business partner organizations. You shall not under any circumstance or at any point in time claim or demand to be on the rolls of the company where you are deployed, as an employee of that company or claim any benefits of employment from that company.

Any benefit or emolument that you may receive during your period of deputation in a company for providing services, shall not be construed to imply a employer -employee relationship between such company and you.

3. Conduct and Discipline:

You agree to devote your full business time, attention, skill, and effort exclusively to the performance of the duties that the Employer may assign to you from time to time. You may not engage in any business activities or render any services of a business, commercial, or professional nature, directly or indirectly, whether or not for compensation, for the benefit of anyone other than the Employer, unless the Employer has given its consent in writing in advance.

During your employment, you agree not to undertake any activity, which creates, or could create, an actual or perceived conflict of interest with your employment, or which in any way compromises your duty of loyalty to the Employer.

You may not enter into any pecuniary obligations that would render you financially embarrassed. You will be expected to disclose certain financial transactions and agree to abide by the Employer's policies and procedures related to conflicts of interest, ethics and insider dealings.

You shall not sign any agreement, document or letter on behalf of the Employer, unless authorized in writing by Managing Director of the Employer. Please note that if you sign any such document without obtaining the requisite authorization, all obligations incurred in respect of the same shall be treated as your personal responsibility, and you shall indemnify and keep the Employer indemnified from all liabilities and responsibilities that may be incurred in connection with the same.

The Employer shall not be responsible or liable to any company to which you have been deputed for providing services, for any acts of misfeasance or malfeasance, committed by you during the course of your deputation in such company. You shall be personally responsible and liable to the company, for such acts of malfeasance or misfeasance that may be committed by you during your deputation in such company.

You agree to comply with such rules and regulations as the Employer may adopt from time to time.


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Email : info@fidelisgroup.in

Website : www.fidelisgroup.in

CIN No - U74110KA2010PTC053482

4. Termination:

Under this employment agreement you will have an option of terminating the employment. You may exercise this option by providing the Company thirty days written notice. During the period covered by the Minimum Notice (the Notice Period), you (i) shall remain employed by the Company and its Subsidiaries and (ii) shall not commence employment with any other employer or directly or indirectly induce or solicit any client of the Company or any of its subsidiaries to terminate or modify its relationship with any of them.

Your employment may, however, be terminated forthwith without notice or payment in lieu of notice should you be found guilty of any breach or neglect of any of the terms of this letter, or of any of the duties expressed or implied in this letter or any duties which may from time to time be assigned to you by the Employer.

Termination could also happen if back ground verification is not clear. Any termination or resignation happening within a year of joining the organization would lead to a deduction of back ground verification charges incurred which is done by a Third-party vendor.

In the event of the termination of your employment pursuant to this clause, you shall be paid all remuneration which may be due to you till the date of termination and such amount shall be received by you in full satisfaction and discharge of all claims and demands whatsoever which you may otherwise have against the Employer in connection or arising out of this letter or your employment hereunder but without prejudice to any claim the Employer may have against you arising out of any breach or non-performance by you of any of these obligations under this letter.

Upon the termination of your employment for whatever reason, you shall immediately deliver to the Employer all records, documents, plans, letters, papers, computer files and other materials of every description (including all materials made or compiled by you, as well as to all materials furnished to you by anyone else in connection with your employment and all copies of or extracts of any such materials) within your possession or control relating to the affairs and business of the Employer.

5. Representations and Warranties:

You represent and warrant to the Employer that: (1) you are free to enter into employment with the Employer without violation of any third party rights and that your employment with Employer will not result in a violation of any agreement or restrictive condition you may have with any third party including any former employer; (2) you are not a party to any arrangement or agreement which will compromise your ability to carry out your duties for Employer; (3) all information provided by you to the Employer, including information set forth in your resume, information provided during the interview process and information in any employment application, is truthful and accurate; and (4) you will not disclose to the Employer, or induce the Employer to use, any confidential or proprietary information or materials belonging to any third party, including any previous employers.

6. Confidentiality:

In the course of your work for the Employer, you are likely to become aware of information which is commercially sensitive or valuable to the Employer (and/or its group entities) concerning its organisation, marketing, finance or other affairs.

You are precluded from:

- Revealing any such information, directly or indirectly to anyone without express written authority of the Employer.


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CIN No - U74110KA2010PTC053482

- Using or attempting to use such information in any manner which may injure or cause loss either directly or indirectly to the Employer (and/or its Group Entities) or any of its / their business (es).

You also agree to keep confidential all matters pertaining to your salary, increases in salary, any bonuses, stock options you may be granted, etc. The obligation to keep information confidential continues even after termination of employment.

7. Non-compete:

Your position with the Employer requires considerable responsibility and trust. Relying on your undivided loyalty, the Employer expects to entrust to you highly sensitive confidential, restricted, and proprietary information involving the Employer business. It could prove very difficult to isolate this confidential information from business activities that you might consider pursuing after termination of your employment with the Employer, and in some instances, you may not be able to compete with the Employer in certain ways because of the risk that the Employer's confidential and proprietary information might be compromised. You are legally and ethically responsible for protecting and preserving Employer's confidential information and proprietary rights for use only for the Employer's benefit, and this responsibility may impose limitations on your ability to pursue certain business opportunities that might interest you during or after your employment.

8. Coverage of Mediclaim and Accidental Insurance:

You are covered under Group Medical Insurance and Accidental Insurance Policy while on duty, up to a maximum limit of Rs.100, 000/- and a sum of Rs.100,000/ - respectively per annum, subject to the terms and conditions of the Insurance Company.

9. Your salary is strictly confidential.

10. The offer is subject to satisfactory investigation of the following credentials produced by you at the time of joining.

- Proof of age;
- Entry Qualification Certificate(s);
- Salary and Services certificate(s) from the last employer.

11. All disputes are subject to Bangalore (Karnataka) Jurisdiction only

Other conditions of your engagement will be based on the rules in force and as modified from time to time.

DECLARATION

I hereby declare and affirm that I have carefully studied and understood the terms and conditions of employment and I Undertake to abide by the said terms and conditions.

Name:

Signature:

Date:


REGISTRAR




Fidelis Corporate Solutions Pvt. Ltd.,

No. 357, "SAN DIEGO", 2nd Floor, 6th Main Road,
1st Block Koramangala, Bengaluru 560034,
Karnataka, India

Phone : 080-41502234 / 36
Email : info@fidelisgroup.in
Website : www.fidelisgroup.in

CIN No - U74110KA2010PTC053482

Date: 18 March 2020

Deepa Sarker

493/1, 2nd floor, 13th cross, Annasandrapalya, H.A.L., Bangalore -560 017

Dear Deepa Sarker

Subject: Appointment as Technical Support Engineer-L1

Further to our earlier letter, the Management is pleased to appoint you as Technical Support Engineer-L1 with effective from 18 March 2020.

Your monthly compensation would be Rs. 22000/-of Cost to Company which includes the following:

- 1) Provident Fund benefits by the Company.
- 2) Employees State Insurance by the Company.

Please return the duplicate copy of this letter duly signed in token of your acceptance. Together with the following necessary documents:

01 Copies of Educational/Technical Courses

02 Copy of PAN Card

03 Copy of Passport

04 2 Passport sized photographs

05 Last pay slip

06 Resignation copy and relieving letter

07 PF and ESI declaration to be submitted at the time of joining

08 Reference details – The appointment shall be subject to satisfactory reference check.

Your appointment is subject to being able to provide the above mentioned documents and subsequent to back ground verification.

We welcome you to the FIDELIS family and hope for a long and happy association with you in the future.

Welcome aboard!

Yours Faithfully

For Fidelis Corporate Solutions Pvt. Ltd.,



Raghavendra Mesta

VP- HR & Operations



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Email : info@fidelisgroup.in
Website : www.fidelisgroup.in

CIN No - U74110KA2010PTC053482

ANNEXURE - A

Employee Name :Deepa Sarker

Designation :Technical Support Engineer-L1

Date Of Appointment :18 March 2020

Salary break-up:

Details	Per Month(Rs)	Per Annum(Rs)
Basic	15,000.00	1,80,000.00
HRA	3,072.00	36,864.00
Statutory Bonus	1,250.00	15,000.00
Gross Pay	19,322.00	2,31,864.00
Empl PF	1,800.00	21,600.00
Empl ESI	145.00	1,740.00
Empl PT	200.00	2,400.00
Take Home	17,177.00	2,06,124.00
Company PF	1,950.00	23,400.00
Company ESI	628.00	7,536.00
Medical Insurance	100.00	1,200.00
Cost To Company	22,000.00	2,64,000.00

Note: CTC includes all allowances and statutory components (Employer and Employee contribution of PF, ESI, PT and Bonus paid as advance on monthly basis).

The salary is subjected to Income Tax deduction (if applicable) as per the regulation of the Government of India. Your salary is strictly confidential. The salary slip would be sent to your email ID provided in the resume submitted to us at the time of joining.

Salary is inclusive of all statutory payments and the same would be credited your account (Account Number to be intimated by you) in the form of amount transfer or cheque payment as the case may be.



Authorized Signatory

Acceptance by the Employee



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Terms and Conditions

1. Duties and Responsibilities.

This is an executive position involving continuous responsibility and does not entitle you to any compensation for overtime. The work environment requires flexibility and you will need to undertake additional related duties from time to time, which may include local as well as overseas travel.

In addition to the above you shall perform such duties as the Employer may assign to you from time to time.

The Employer reserves the right to transfer you within its offices in India or abroad. The Employer may also transfer you from one department / unit to another (either existing or to be set up in future) or to a group entity of the Employer, at the Employer's sole discretion. Any such transfer shall be on the same terms and conditions as are specified herein. The Employer also reserves its right to depute you in any other company or entity, for providing the required services that may be decided between the Employer and the Company.

During the course of such deputation you will carry out all reasonable and lawful instructions given either verbally, in writing or through any electronic medium by the authority to whom you report to in the in the Company.

2. Responsibility on deputation:

During the course of your employment, the employer may depute you to work at their customer or business partner organizations. You shall not under any circumstance or at any point in time claim or demand to be on the rolls of the company where you are deployed, as an employee of that company or claim any benefits of employment from that company.

Any benefit or emolument that you may receive during your period of deputation in a company for providing services, shall not be construed to imply a employer -employee relationship between such company and you.

3. Conduct and Discipline:

You agree to devote your full business time, attention, skill, and effort exclusively to the performance of the duties that the Employer may assign to you from time to time. You may not engage in any business activities or render any services of a business, commercial, or professional nature, directly or indirectly, whether or not for compensation, for the benefit of anyone other than the Employer, unless the Employer has given its consent in writing in advance.

During your employment, you agree not to undertake any activity, which creates, or could create, an actual or perceived conflict of interest with your employment, or which in any way compromises your duty of loyalty to the Employer.

You may not enter into any pecuniary obligations that would render you financially embarrassed. You will be expected to disclose certain financial transactions and agree to abide by the Employer's policies and procedures related to conflicts of interest, ethics and insider dealings.

You shall not sign any agreement, document or letter on behalf of the Employer, unless authorized in writing by Managing Director of the Employer. Please note that if you sign any such document without obtaining the requisite authorization, all obligations incurred in respect of the same shall be treated as your personal responsibility, and you shall indemnify and keep the Employer indemnified from all liabilities and responsibilities that may be incurred in connection with the same.

The Employer shall not be responsible or liable to any company to which you have been deputed for providing services, for any acts of misfeasance or malfeasance, committed by you during the course of your deputation in such company. You shall be personally responsible and liable to the company, for such acts of malfeasance or misfeasance that may be committed by you during your deputation in such company.

You agree to comply with such rules and regulations as the Employer may adopt from time to time.


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Karnataka, India

Phone : 080-41502234 / 36

Email : info@fidelisgroup.in

Website : www.fidelisgroup.in

CIN No - U74110KA2010PTC053482

4. Termination:

Under this employment agreement you will have an option of terminating the employment. You may exercise this option by providing the Company thirty days written notice. During the period covered by the Minimum Notice (the Notice Period), you (i) shall remain employed by the Company and its Subsidiaries and (ii) shall not commence employment with any other employer or directly or indirectly induce or solicit any client of the Company or any of its subsidiaries to terminate or modify its relationship with any of them.

Your employment may, however, be terminated forthwith without notice or payment in lieu of notice should you be found guilty of any breach or neglect of any of the terms of this letter, or of any of the duties expressed or implied in this letter or any duties which may from time to time be assigned to you by the Employer.

Termination could also happen if back ground verification is not clear. Any termination or resignation happening within a year of joining the organization would lead to a deduction of back ground verification charges incurred which is done by a Third-party vendor.

In the event of the termination of your employment pursuant to this clause, you shall be paid all remuneration which may be due to you till the date of termination and such amount shall be received by you in full satisfaction and discharge of all claims and demands whatsoever which you may otherwise have against the Employer in connection or arising out of this letter or your employment hereunder but without prejudice to any claim the Employer may have against you arising out of any breach or non-performance by you of any of these obligations under this letter.

Upon the termination of your employment for whatever reason, you shall immediately deliver to the Employer all records, documents, plans, letters, papers, computer files and other materials of every description (including all materials made or compiled by you, as well as to all materials furnished to you by anyone else in connection with your employment and all copies of or extracts of any such materials) within your possession or control relating to the affairs and business of the Employer.

5. Representations and Warranties:

You represent and warrant to the Employer that: (1) you are free to enter into employment with the Employer without violation of any third party rights and that your employment with Employer will not result in a violation of any agreement or restrictive condition you may have with any third party including any former employer; (2) you are not a party to any arrangement or agreement which will compromise your ability to carry out your duties for Employer; (3) all information provided by you to the Employer, including information set forth in your resume, information provided during the interview process and information in any employment application, is truthful and accurate; and (4) you will not disclose to the Employer, or induce the Employer to use, any confidential or proprietary information or materials belonging to any third party, including any previous employers.

6. Confidentiality:

In the course of your work for the Employer, you are likely to become aware of information which is commercially sensitive or valuable to the Employer (and/or its group entities) concerning its organisation, marketing, finance or other affairs.

You are precluded from:

- Revealing any such information, directly or indirectly to anyone without express written authority of the Employer.


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1st Block Koramangala, Bengaluru 560034,
Karnataka, India

Phone : 080-41502234 / 36
Email : info@fidelisgroup.in
Website : www.fidelisgroup.in

CIN No - U74110KA2010PTC053482

- Using or attempting to use such information in any manner which may injure or cause loss either directly or indirectly to the Employer (and/or its Group Entities) or any of its / their business (es).

You also agree to keep confidential all matters pertaining to your salary, increases in salary, any bonuses, stock options you may be granted, etc. The obligation to keep information confidential continues even after termination of employment.

7. Non-compete:

Your position with the Employer requires considerable responsibility and trust. Relying on your undivided loyalty, the Employer expects to entrust to you highly sensitive confidential, restricted, and proprietary information involving the Employer business. It could prove very difficult to isolate this confidential information from business activities that you might consider pursuing after termination of your employment with the Employer, and in some instances, you may not be able to compete with the Employer in certain ways because of the risk that the Employer's confidential and proprietary information might be compromised. You are legally and ethically responsible for protecting and preserving Employer's confidential information and proprietary rights for use only for the Employer's benefit, and this responsibility may impose limitations on your ability to pursue certain business opportunities that might interest you during or after your employment.

8. Coverage of Medclaim and Accidental Insurance:

You are covered under Group Medical Insurance and Accidental Insurance Policy while on duty, up to a maximum limit of Rs.100, 000/- and a sum of Rs.100,000/ - respectively per annum, subject to the terms and conditions of the Insurance Company.

9. Your salary is strictly confidential.

10. The offer is subject to satisfactory investigation of the following credentials produced by you at the time of joining.

- Proof of age;
- Entry Qualification Certificate(s);
- Salary and Services certificate(s) from the last employer.

11. All disputes are subject to Bangalore (Karnataka) Jurisdiction only

Other conditions of your engagement will be based on the rules in force and as modified from time to time.

DECLARATION

I hereby declare and affirm that I have carefully studied and understood the terms and conditions of employment and I Undertake to abide by the said terms and conditions.

Name:

Signature:

Date:


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CIN No - U74110KA2010PTC053482

Date: 18 March 2020

G B Kavya

#412 1st main 3rd Cross, Bhadrappa Layout, Maruthi Nagar, Bangalore North, Karnataka, 560092

Dear G B Kavya

Subject: Appointment as Technical Support Engineer-L1

Further to our earlier letter, the Management is pleased to appoint you as Technical Support Engineer-L1 with effective from 18 March 2020.

Your monthly compensation would be Rs. 22000/-of Cost to Company which includes the following:

- 1) Provident Fund benefits by the Company.
- 2) Employees State Insurance by the Company.

Please return the duplicate copy of this letter duly signed in token of your acceptance. Together with the following necessary documents:

- 01 Copies of Educational/Technical Courses
- 02 Copy of PAN Card
- 03 Copy of Passport
- 04 2 Passport sized photographs
- 05 Last pay slip
- 06 Resignation copy and relieving letter
- 07 PF and ESI declaration to be submitted at the time of joining
- 08 Reference details – The appointment shall be subject to satisfactory reference check.

Your appointment is subject to being able to provide the above mentioned documents and subsequent to back ground verification.

We welcome you to the FIDELIS family and hope for a long and happy association with you in the future.

Welcome aboard!

Yours Faithfully

For Fidelis Corporate Solutions Pvt. Ltd.,



Raghavendra Mesta

VP- HR & Operations



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CIN No - U74110KA2010PTC053482

ANNEXURE - A

Employee Name : G B Kavya

Designation : Technical Support Engineer-L1

Date Of Appointment : 18 March 2020

Salary break-up:

Details	Per Month(Rs)	Per Annum(Rs)
Basic	15,000.00	1,80,000.00
HRA	3,072.00	36,864.00
Statutory Bonus	1,250.00	15,000.00
Gross Pay	19,322.00	2,31,864.00
Empl PF	1,800.00	21,600.00
Empl ESI	145.00	1,740.00
Empl PT	200.00	2,400.00
Take Home	17,177.00	2,06,124.00
Company PF	1,950.00	23,400.00
Company ESI	628.00	7,536.00
Medical Insurance	100.00	1,200.00
Cost To Company	22,000.00	2,64,000.00

Note: CTC includes all allowances and statutory components (Employer and Employee contribution of PF, ESI, PT and Bonus paid as advance on monthly basis).

The salary is subjected to Income Tax deduction (if applicable) as per the regulation of the Government of India. Your salary is strictly confidential. The salary slip would be sent to your email ID provided in the resume submitted to us at the time of joining.

Salary is inclusive of all statutory payments and the same would be credited your account (Account Number to be intimated by you) in the form of amount transfer or cheque payment as the case may be.



Authorized Signatory

Acceptance by the Employee



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CIN No - U74110KA2010PTC053482

Terms and Conditions

1. Duties and Responsibilities.

This is an executive position involving continuous responsibility and does not entitle you to any compensation for overtime. The work environment requires flexibility and you will need to undertake additional related duties from time to time, which may include local as well as overseas travel.

In addition to the above you shall perform such duties as the Employer may assign to you from time to time.

The Employer reserves the right to transfer you within its offices in India or abroad. The Employer may also transfer you from one department / unit to another (either existing or to be set up in future) or to a group entity of the Employer, at the Employer's sole discretion. Any such transfer shall be on the same terms and conditions as are specified herein. The Employer also reserves its right to depute you in any other company or entity, for providing the required services that may be decided between the Employer and the Company.

During the course of such deputation you will carry out all reasonable and lawful instructions given either verbally, in writing or through any electronic medium by the authority to whom you report to in the in the Company.

2. Responsibility on deputation:

During the course of your employment, the employer may depute you to work at their customer or business partner organizations. You shall not under any circumstance or at any point in time claim or demand to be on the rolls of the company where you are deployed, as an employee of that company or claim any benefits of employment from that company.

Any benefit or emolument that you may receive during your period of deputation in a company for providing services, shall not be construed to imply a employer -employee relationship between such company and you.

3. Conduct and Discipline:

You agree to devote your full business time, attention, skill, and effort exclusively to the performance of the duties that the Employer may assign to you from time to time. You may not engage in any business activities or render any services of a business, commercial, or professional nature, directly or indirectly, whether or not for compensation, for the benefit of anyone other than the Employer, unless the Employer has given its consent in writing in advance.

During your employment, you agree not to undertake any activity, which creates, or could create, an actual or perceived conflict of interest with your employment, or which in any way compromises your duty of loyalty to the Employer.

You may not enter into any pecuniary obligations that would render you financially embarrassed. You will be expected to disclose certain financial transactions and agree to abide by the Employer's policies and procedures related to conflicts of interest, ethics and insider dealings.

You shall not sign any agreement, document or letter on behalf of the Employer, unless authorized in writing by Managing Director of the Employer. Please note that if you sign any such document without obtaining the requisite authorization, all obligations incurred in respect of the same shall be treated as your personal responsibility, and you shall indemnify and keep the Employer indemnified from all liabilities and responsibilities that may be incurred in connection with the same.

The Employer shall not be responsible or liable to any company to which you have been deputed for providing services, for any acts of misfeasance or malfeasance, committed by you during the course of your deputation in such company. You shall be personally responsible and liable to the company, for such acts of malfeasance or misfeasance that may be committed by you during your deputation in such company.

You agree to comply with such rules and regulations as the Employer may adopt from time to time.


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CIN No - U74110KA2010PTC053482

4. Termination:

Under this employment agreement you will have an option of terminating the employment. You may exercise this option by providing the Company thirty days written notice. During the period covered by the Minimum Notice (the Notice Period), you (i) shall remain employed by the Company and its Subsidiaries and (ii) shall not commence employment with any other employer or directly or indirectly induce or solicit any client of the Company or any of its subsidiaries to terminate or modify its relationship with any of them.

Your employment may, however, be terminated forthwith without notice or payment in lieu of notice should you be found guilty of any breach or neglect of any of the terms of this letter, or of any of the duties expressed or implied in this letter or any duties which may from time to time be assigned to you by the Employer.

Termination could also happen if back ground verification is not clear. Any termination or resignation happening within a year of joining the organization would lead to a deduction of back ground verification charges incurred which is done by a Third-party vendor.

In the event of the termination of your employment pursuant to this clause, you shall be paid all remuneration which may be due to you till the date of termination and such amount shall be received by you in full satisfaction and discharge of all claims and demands whatsoever which you may otherwise have against the Employer in connection or arising out of this letter or your employment hereunder but without prejudice to any claim the Employer may have against you arising out of any breach or non-performance by you of any of these obligations under this letter.

Upon the termination of your employment for whatever reason, you shall immediately deliver to the Employer all records, documents, plans, letters, papers, computer files and other materials of every description (including all materials made or compiled by you, as well as to all materials furnished to you by anyone else in connection with your employment and all copies of or extracts of any such materials) within your possession or control relating to the affairs and business of the Employer.

5. Representations and Warranties:

You represent and warrant to the Employer that: (1) you are free to enter into employment with the Employer without violation of any third party rights and that your employment with Employer will not result in a violation of any agreement or restrictive condition you may have with any third party including any former employer; (2) you are not a party to any arrangement or agreement which will compromise your ability to carry out your duties for Employer; (3) all information provided by you to the Employer, including information set forth in your resume, information provided during the interview process and information in any employment application, is truthful and accurate; and (4) you will not disclose to the Employer, or induce the Employer to use, any confidential or proprietary information or materials belonging to any third party, including any previous employers.

6. Confidentiality:

In the course of your work for the Employer, you are likely to become aware of information which is commercially sensitive or valuable to the Employer (and/or its group entities) concerning its organisation, marketing, finance or other affairs.

You are precluded from:

- Revealing any such information, directly or indirectly to anyone without express written authority of the Employer.

Jane
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PRESIDENCY UNIVERSITY
BANGALORE

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- Using or attempting to use such information in any manner which may injure or cause loss either directly or indirectly to the Employer (and/or its Group Entities) or any of its / their business (es).

You also agree to keep confidential all matters pertaining to your salary, increases in salary, any bonuses, stock options you may be granted, etc. The obligation to keep information confidential continues even after termination of employment.

7. Non-compete:

Your position with the Employer requires considerable responsibility and trust. Relying on your undivided loyalty, the Employer expects to entrust to you highly sensitive confidential, restricted, and proprietary information involving the Employer business. It could prove very difficult to isolate this confidential information from business activities that you might consider pursuing after termination of your employment with the Employer, and in some instances, you may not be able to compete with the Employer in certain ways because of the risk that the Employer's confidential and proprietary information might be compromised. You are legally and ethically responsible for protecting and preserving Employer's confidential information and proprietary rights for use only for the Employer's benefit, and this responsibility may impose limitations on your ability to pursue certain business opportunities that might interest you during or after your employment.

8. Coverage of Mediclaim and Accidental Insurance:

You are covered under Group Medical Insurance and Accidental Insurance Policy while on duty, up to a maximum limit of Rs.100, 000/- and a sum of Rs.100,000/ - respectively per annum, subject to the terms and conditions of the Insurance Company.

9. Your salary is strictly confidential.

10. The offer is subject to satisfactory investigation of the following credentials produced by you at the time of joining.

- Proof of age;
- Entry Qualification Certificate(s);
- Salary and Services certificate(s) from the last employer.

11. All disputes are subject to Bangalore (Karnataka) Jurisdiction only

Other conditions of your engagement will be based on the rules in force and as modified from time to time.

DECLARATION

I hereby declare and affirm that I have carefully studied and understood the terms and conditions of employment and I Undertake to abide by the said terms and conditions.

Name:

Signature:

Date:


REGISTRAR




Fidelis Corporate Solutions Pvt. Ltd.,

No. 357, "SAN DIEGO", 2nd Floor, 6th Main Road,
1st Block Koramangala, Bengaluru 560034,
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Email : info@fidelisgroup.in
Website : www.fidelisgroup.in

CIN No - U74110KA2010PTC053482

Date: 18 March 2020

Yougitha U

#93 mathru pithru chaiya 3rd cross, 8th B main
sai garden layout vidhyaranyapura, bangalore 560097, Karnataka - 560097

Dear Yougitha U

Subject: Appointment as Technical Support Engineer-L1

Further to our earlier letter, the Management is pleased to appoint you as Technical Support Engineer-L1 with effective from 18 March 2020.

Your monthly compensation would be Rs. 22000/-of Cost to Company which includes the following:

- 1) Provident Fund benefits by the Company.
- 2) Employees State Insurance by the Company.

Please return the duplicate copy of this letter duly signed in token of your acceptance. Together with the following necessary documents:

- 01 Copies of Educational/Technical Courses
- 02 Copy of PAN Card
- 03 Copy of Passport
- 04 2 Passport sized photographs
- 05 Last pay slip
- 06 Resignation copy and relieving letter
- 07 PF and ESI declaration to be submitted at the time of joining
- 08 Reference details – The appointment shall be subject to satisfactory reference check.

Your appointment is subject to being able to provide the above mentioned documents and subsequent to back ground verification.


We welcome you to the FIDELIS family and hope for a long and happy association with you in the future.

Welcome aboard!

Yours Faithfully

For Fidelis Corporate Solutions Pvt.Ltd.,

Raghavendra Mesta
VP- HR & Operations


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BANGALORE



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CIN No - U74110KA2010PTC053482

ANNEXURE - A

Employee Name :Yougitha U

Designation :Technical Support Engineer-L1

Date Of Appointment :18 March 2020

Salary break-up:

Details	Per Month(Rs)	Per Annum(Rs)
Basic	15,000.00	1,80,000.00
HRA	3,072.00	36,864.00
Statutory Bonus	1,250.00	15,000.00
Gross Pay	19,322.00	2,31,864.00
Empl PF	1,800.00	21,600.00
Empl ESI	145.00	1,740.00
Empl PT	200.00	2,400.00
Take Home	17,177.00	2,06,124.00
Company PF	1,950.00	23,400.00
Company ESI	628.00	7,536.00
Medical Insurance	100.00	1,200.00
Cost To Company	22,000.00	2,64,000.00

Note: CTC includes all allowances and statutory components (Employer and Employee contribution of PF, ESI, PT and Bonus paid as advance on monthly basis).

The salary is subjected to Income Tax deduction (if applicable) as per the regulation of the Government of India. Your salary is strictly confidential. The salary slip would be sent to your email ID provided in the resume submitted to us at the time of joining.

Salary is inclusive of all statutory payments and the same would be credited your account (Account Number to be intimated by you) in the form of amount transfer or cheque payment as the case may be.

Authorized Signatory

Acceptance by the Employee


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Terms and Conditions

1. Duties and Responsibilities.

This is an executive position involving continuous responsibility and does not entitle you to any compensation for overtime. The work environment requires flexibility and you will need to undertake additional related duties from time to time, which may include local as well as overseas travel.

In addition to the above you shall perform such duties as the Employer may assign to you from time to time.

The Employer reserves the right to transfer you within its offices in India or abroad. The Employer may also transfer you from one department / unit to another (either existing or to be set up in future) or to a group entity of the Employer, at the Employer's sole discretion. Any such transfer shall be on the same terms and conditions as are specified herein. The Employer also reserves its right to depute you in any other company or entity, for providing the required services that may be decided between the Employer and the Company.

During the course of such deputation you will carry out all reasonable and lawful instructions given either verbally, in writing or through any electronic medium by the authority to whom you report to in the in the Company.

2. Responsibility on deputation:

During the course of your employment, the employer may depute you to work at their customer or business partner organizations. You shall not under any circumstance or at any point in time claim or demand to be on the rolls of the company where you are deployed, as an employee of that company or claim any benefits of employment from that company.

Any benefit or emolument that you may receive during your period of deputation in a company for providing services, shall not be construed to imply a employer -employee relationship between such company and you.

3. Conduct and Discipline:

You agree to devote your full business time, attention, skill, and effort exclusively to the performance of the duties that the Employer may assign to you from time to time. You may not engage in any business activities or render any services of a business, commercial, or professional nature, directly or indirectly, whether or not for compensation, for the benefit of anyone other than the Employer, unless the Employer has given its consent in writing in advance.

During your employment, you agree not to undertake any activity, which creates, or could create, an actual or perceived conflict of interest with your employment, or which in any way compromises your duty of loyalty to the Employer.

You may not enter into any pecuniary obligations that would render you financially embarrassed. You will be expected to disclose certain financial transactions and agree to abide by the Employer's policies and procedures related to conflicts of interest, ethics and insider dealings.

You shall not sign any agreement, document or letter on behalf of the Employer, unless authorized in writing by Managing Director of the Employer. Please note that if you sign any such document without obtaining the requisite authorization, all obligations incurred in respect of the same shall be treated as your personal responsibility, and you shall indemnify and keep the Employer indemnified from all liabilities and responsibilities that may be incurred in connection with the same.

The Employer shall not be responsible or liable to any company to which you have been deputed for providing services, for any acts of misfeasance or malfeasance, committed by you during the course of your deputation in such company. You shall be personally responsible and liable to the company, for such acts of malfeasance or misfeasance that may be committed by you during your deputation in such company.

You agree to comply with such rules and regulations as the Employer may adopt from time to time.


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4. Termination:

Under this employment agreement you will have an option of terminating the employment. You may exercise this option by providing the Company thirty days written notice. During the period covered by the Minimum Notice (the Notice Period), you (i) shall remain employed by the Company and its Subsidiaries and (ii) shall not commence employment with any other employer or directly or indirectly induce or solicit any client of the Company or any of its subsidiaries to terminate or modify its relationship with any of them.

Your employment may, however, be terminated forthwith without notice or payment in lieu of notice should you be found guilty of any breach or neglect of any of the terms of this letter, or of any of the duties expressed or implied in this letter or any duties which may from time to time be assigned to you by the Employer.

Termination could also happen if back ground verification is not clear. Any termination or resignation happening within a year of joining the organization would lead to a deduction of back ground verification charges incurred which is done by a Third-party vendor.

In the event of the termination of your employment pursuant to this clause, you shall be paid all remuneration which may be due to you till the date of termination and such amount shall be received by you in full satisfaction and discharge of all claims and demands whatsoever which you may otherwise have against the Employer in connection or arising out of this letter or your employment hereunder but without prejudice to any claim the Employer may have against you arising out of any breach or non-performance by you of any of these obligations under this letter.

Upon the termination of your employment for whatever reason, you shall immediately deliver to the Employer all records, documents, plans, letters, papers, computer files and other materials of every description (including all materials made or compiled by you, as well as to all materials furnished to you by anyone else in connection with your employment and all copies of or extracts of any such materials) within your possession or control relating to the affairs and business of the Employer.

5. Representations and Warranties:

You represent and warrant to the Employer that: (1) you are free to enter into employment with the Employer without violation of any third party rights and that your employment with Employer will not result in a violation of any agreement or restrictive condition you may have with any third party including any former employer; (2) you are not a party to any arrangement or agreement which will compromise your ability to carry out your duties for Employer; (3) all information provided by you to the Employer, including information set forth in your resume, information provided during the interview process and information in any employment application, is truthful and accurate; and (4) you will not disclose to the Employer, or induce the Employer to use, any confidential or proprietary information or materials belonging to any third party, including any previous employers.

6. Confidentiality:

In the course of your work for the Employer, you are likely to become aware of information which is commercially sensitive or valuable to the Employer (and/or its group entities) concerning its organisation, marketing, finance or other affairs.

You are precluded from:

- Revealing any such information, directly or indirectly to anyone without express written authority of the Employer.


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- Using or attempting to use such information in any manner which may injure or cause loss either directly or indirectly to the Employer (and/or its Group Entities) or any of its / their business (es).

You also agree to keep confidential all matters pertaining to your salary, increases in salary, any bonuses, stock options you may be granted, etc. The obligation to keep information confidential continues even after termination of employment.

7. Non-compete:

Your position with the Employer requires considerable responsibility and trust. Relying on your undivided loyalty, the Employer expects to entrust to you highly sensitive confidential, restricted, and proprietary information involving the Employer business. It could prove very difficult to isolate this confidential information from business activities that you might consider pursuing after termination of your employment with the Employer, and in some instances, you may not be able to compete with the Employer in certain ways because of the risk that the Employer's confidential and proprietary information might be compromised. You are legally and ethically responsible for protecting and preserving Employer's confidential information and proprietary rights for use only for the Employer's benefit, and this responsibility may impose limitations on your ability to pursue certain business opportunities that might interest you during or after your employment.

8. Coverage of Medclaim and Accidental Insurance:

You are covered under Group Medical Insurance and Accidental Insurance Policy while on duty, up to a maximum limit of Rs.100, 000/- and a sum of Rs.100,000/ - respectively per annum, subject to the terms and conditions of the Insurance Company.

9. Your salary is strictly confidential.

10. The offer is subject to satisfactory investigation of the following credentials produced by you at the time of joining.

- Proof of age;
- Entry Qualification Certificate(s);
- Salary and Services certificate(s) from the last employer.

11. All disputes are subject to Bangalore (Karnataka) Jurisdiction only

Other conditions of your engagement will be based on the rules in force and as modified from time to time.

DECLARATION

I hereby declare and affirm that I have carefully studied and understood the terms and conditions of employment and I Undertake to abide by the said terms and conditions.

Name:

Signature:

Date:


REGISTRAR


05th May 2020

Ref: iOPEX/RRF3803.CAN5874/7155

APPOINTMENT LETTER

Mr. MANISH K

Dear MANISH,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies in **Grade E1**.

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]**. This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The terms & conditions of our Offer of Employment to you are as follows:

1. Date of Commencement of Employment:

Your employment with the Company shall commence on June 01, 2020.

2. Location:

Your current location of employment shall be Bangalore , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), 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.


REGISTRAR


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.

3. Health Insurance Plan - ESIC Scheme:

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

4. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

5. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

6. Working Hours

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.


REGISTRAR


7. Leave

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

8. Increments & Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.

9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

A specially appointed agency will conduct internal and external background Verification . Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.


REGISTRAR


This offer of employment and its annexures 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.

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

As a token of your acceptance of this agreement, kindly sign the duplicate copy.

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

Yours sincerely,



Sumitra CV
Associate Director - HRA

Encl: Annexure A - Compensation Details
Annexure B - Other Benefits
Annexure C - Terms & Conditions



REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Annexure A: Compensation Details (Salary & applicable benefits)

Name: MANISH

a) Remuneration

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
Fixed Pay			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	Total Fixed Pay	15,261	183132
Variable Pay			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30000
	Total Variable Pay	8,000	96,000
Employer Contributions			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	Sub-Total	1,739	20,868
	TOTAL CTC	25,000	300,000
	Net Pay	21,904	262,843

b) Retirals

- You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.

Manish
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PRESIDENCY UNIVERSITY
BANGALORE

c) Variable Components

Night Shift Allowance: This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

Attendance Bonus: Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

d) Applicable tax would be borne by the employee.

Note -

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.


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BANGALORE

Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company,; directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of one year from the date of your separation from iOPEX, without the prior written permission of the competent authority.
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX., either to solicit business for personal gain or as an agent of any other company/ firm / organization, for a period of twelve months from the date of your relieving.
7. You are liable to not join any of our competitors including its associate companies or sister concerns for two years with effect from your date of joining. If you fail to adhere to the same, you and the company which you join will be liable for such non-conformance.
8. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
9. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal myportal.iopex.com. In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.


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10. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

11. You shall communicate any change with regard to your expected date of Joining. The HR team will give you a letter confirming the change of date.

12. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be 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 category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature


REGISTRAR


Its mandate to submit the below mentioned documents at the time of your joining

1. Three passport size photographs and two stamp size photographs
 2. Educational Certificates (photo copy for submission)
 - a) 10th Mark Sheet
 - b) 12th Mark Sheet
 - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 3. Last three month's pay slip
 4. Relieving letter/Service certificate from the last three employer's as per applicability.
 5. Identity Proof:(Kindly provide all the below mentioned documents)
 - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
 - Aadhar Card
 - Voters Identity Card
 - Driving License
 - Bank Pass Book with attested customer photograph
 6. Address Proof(Kindly provide all the below mentioned documents)
 - Valid Indian Passport
 - Aadhar Card
 - Voters Identity Card
 - Telephone bill
 - Ration card
 - Electricity bill
 7. PF Account No with the last employer as per applicability
 8. If Applicable Under ESI: One Post Card Size photo with nominee.
 9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.
- Note:** "Kindly bring the Original certificates for validation at the time of joining"



05th May 2020

Ref: iOPEX/RRF3803.CAN5874/7273

APPOINTMENT LETTER

Ms.Kavya A

#793, bel White Square Apartment ,Flat No-a-205,Vidyaranya Main Road,vidyaranpura
Bangalore,Karnataka,560097.

Dear Kavya,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies in **Grade E1**.

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]**. This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The terms & conditions of our Offer of Employment to you are as follows:

1. **Date of Commencement of Employment:**

Your employment with the Company shall commence on May 06, 2020.

2. **Location:**

Your current location of employment shall be Bangalore , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), 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.


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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.

3. Health Insurance Plan - ESIC Scheme:

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

4. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

5. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

6. Working Hours

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.


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7. Leave

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

8. Increments & Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.

9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

A specially appointed agency will conduct internal and external background Verification . Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.



This offer of employment and its annexures 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.

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

As a token of your acceptance of this agreement, kindly sign the duplicate copy.

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

Yours sincerely,



Sumitra CV
Associate Director - HRA

Encl: Annexure A - Compensation Details
Annexure B - Other Benefits
Annexure C - Terms & Conditions



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PRESIDENCY UNIVERSITY
BANGALORE

Annexure A: Compensation Details (Salary & applicable benefits)

Name: Kavya A

a) Remuneration

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
Fixed Pay			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	Total Fixed Pay	15,261	183132
Variable Pay			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30000
	Total Variable Pay	8,000	96,000
Employer Contributions			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	Sub-Total	1,739	20,868
	TOTAL CTC	25,000	300,000
	Net Pay	21,904	262,843

b) Retirals

- i. You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- ii. You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.


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BANGALORE

c) Variable Components

Night Shift Allowance: This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

Attendance Bonus: Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

d) Applicable tax would be borne by the employee.

Note -

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company,; directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of one year from the date of your separation from iOPEX, without the prior written permission of the competent authority.
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX., either to solicit business for personal gain or as an agent of any other company/ firm / organization, for a period of twelve months from the date of your relieving.
7. You are liable to not join any of our competitors including its associate companies or sister concerns for two years with effect from your date of joining. If you fail to adhere to the same, you and the company which you join will be liable for such non-conformance.
8. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
9. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal myportal.iope.com. In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.


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10. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

11. You shall communicate any change with regard to your expected date of joining. The HR team will give you a letter confirming the change of date.

12. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be 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 category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Its mandate to submit the below mentioned documents at the time of your joining

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
 - a) 10th Mark Sheet
 - b) 12th Mark Sheet
 - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
 - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
 - Aadhar Card
 - Voters Identity Card
 - Driving License
 - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
 - Valid Indian Passport
 - Aadhar Card
 - Voters Identity Card
 - Telephone bill
 - Ration card
 - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

Note: "Kindly bring the Original certificates for validation at the time of joining"



05th May 2020

Ref: iOPEX/RRF3803.CAN5911/7272

APPOINTMENT LETTER

Mr.Talank S
#87/1,2nd Main Road,2nd Cross Road,Balaji Layout, Vidyaranyapura
Bangalore,Karnataka,560097.

Dear Talank,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to appoint you as **Trainee - Engineer** with iOPEX Technologies in **Grade E1**.

Your Total CTC Salary will be **300,000/- per annum [Rupees three lakh only]**. This has been detailed in the Compensation Details annexed (Annexure 1) to this letter. For the purpose of clarification, your compensation details and related figures is dependent on your business vertical and job band within the Company.

The terms & conditions of our Offer of Employment to you are as follows:

1. Date of Commencement of Employment:

Your employment with the Company shall commence on May 06, 2020.

2. Location:

Your current location of employment shall be Bangalore , India. However, iOPEX reserves the right to transfer/utilize your services at any time to any of its unit(s)/ department(s) or office(s), 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.


REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

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.

3. Health Insurance Plan - ESIC Scheme:

You will be eligible for coverage under ESIC Scheme. As per Section 56 (1) of ESI Act, 1948, you and members of your family whose condition requires medical treatment and attendance shall be entitled to receive medical benefit.

4. Group Life Insurance & Personnel Accident Coverage Scheme:

You will be covered under the Group Life Insurance Scheme, that provides you with a total life insurance cover of Rs. 2,00,000 of which Rs. 1,00,000 is covered towards natural death, and additional Rs. 1,00,000 towards an accidental death.

5. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of six months from the date of joining the company and you will be appraised for satisfactory performance for which iOPEX would confirm you. This confirmation will be communicated to you in writing, and you will be deemed to continue on probation till such time. If your performance is found unsatisfactory, iOPEX may extend the probation period. If your performance is still found unsatisfactory, iOPEX shall be entitled to terminate your services forthwith.

6. Working Hours

All our operations function 24x7, 365 days in a calendar year. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. You may be required to work in shifts and/or in extended working hours, as permitted by law.

The company reserves the right to alter/modify its working hours.

In case you absent yourself from duty for 3 days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you, and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.


REGISTRAR


7. Leave

iOPEX provides for Earned (Privilege) Leave and Casual leave and as per the policies of the company. Leaves will be credited on the 1st of the subsequent month.

8. Increments & Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis and will be based on iOPEX's Compensation & Promotion Policy.

9. Notice Period

During probation, your services can be terminated with **60 days** notice or salary in lieu thereof on either side. On confirmation or as a regular employee, your services can be terminated with **90 days** notice or salary in lieu thereof on either side. iOPEX reserves the right, if it is in the interest of business and current assignment, to ask you to serve your notice period. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.

The company reserves the right to terminate your services, for any act of misconduct, poor performance and high level of incompetency. This will be applicable during or after your training period. You will be subject to disciplinary action leading to termination, without notice or compensation.

If you are getting 'transferred' or 'promoted to 'senior roles', the terms of notice will vary. It is mandated to reach out to the Human Resources team to understand the obligation and tenure of notice.

10. Background Verification

Your employment will be subject to clearance of a Background Verification/ Reference Check/ Criminal Check/ any other test specified by the client and genuineness of documents or information provided by you, which is including and not limited to your education (10th standard to post graduation, or as applicable), your prior employment and residence address. The background check is in line with iOPEX's background Verification policy. You are being appointed on the presumption that you have no criminal background as per the law of the land and the particulars furnished by you in your application/resume and joining documents are correct and complete.

A specially appointed agency will conduct internal and external background Verification . Normally, such checks are completed within one month of joining. If the background check/ referrals reveals unfavourable results and are not true and complete, you are liable to disciplinary action including termination of service without notice.

You will be required to sign a standard Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.


REGISTRAR


This offer of employment and its annexures 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.

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

As a token of your acceptance of this agreement, kindly sign the duplicate copy.

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

Yours sincerely,



Sumitra CV
Associate Director - HRA

Encl: Annexure A - Compensation Details
Annexure B - Other Benefits
Annexure C - Terms & Conditions



REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Annexure A: Compensation Details (Salary & applicable benefits)

Name: Talank S

a) Remuneration

Division & Sub Division : ETAS			
Designation: Trainee - Engineer			Grade: E1
	Salary Heads	Per Month	Per Annum
Fixed Pay			
	Basic	8,750	105,000
	HRA	3,500	42,000
	Statutory Bonus	1,400	16,800
	Special Allowances	1,611	19,332
	Total Fixed Pay	15,261	183132
Variable Pay			
	Night Shift Allowance	5,500	66000
	Attendance Bonus	2,500	30000
	Total Variable Pay	8,000	96,000
Employer Contributions			
	Provident Fund	1,243	14,916
	ESI(Employer's contribution)	496	5,952
	Sub-Total	1,739	20,868
	TOTAL CTC	25,000	300,000
	Net Pay	21,904	262,843

b) Retirals

- You will participate in the company Provident Fund Scheme as applicable to your category of employees.
- You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.


REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

c) Variable Components

Night Shift Allowance: This allowance is offered to you for work rendered during the night shift. You are eligible only if your shift begins or ends between 10 p.m. to 6 a.m. of the next day. Night shift is earned at actuals for days worked on the night shift

Attendance Bonus: Attendance Bonus will follow the Attendance Bonus Policy that will be shared to you. On achievement of the said targets the employee is eligible to earn a max of 30,000/- per annum.

d) Applicable tax would be borne by the employee.

Note -

- i. It is expected that individual compensation package would not be shared with other employees.
- ii. The above compensation structure is subject to change without affecting emoluments adversely.


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Terms and Conditions of Employment

1. You shall not divulge, communicate or pass on any information, know-how, knowledge, data, methods, plans etc., of the company,; directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or anyone not employed by the company. This Agreement shall be effective as of the first day of your employment with the Company, and in the instance of your separation from the company, it will remain in effect for five years from your last working date.
2. During your employment with the company, you shall not carry on any employment elsewhere, business, profession or calling of your own, either part time or otherwise. You will also not engage in any commercial activity.
3. You shall not accept any offer of appointment / engagement / work assignment from any of the existing or past clients of iOPEX, either during the course of your employment with us or up to a period of one year from the date of your separation from iOPEX, without the prior written permission of the competent authority.
4. You will be required to declare any direct relatives who may be working with iOPEX or any of its subsidiary, group, and affiliate companies, direct or indirect competitors. If any of your direct relatives are offered by iOPEX, or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives include spouse, brother, sister and children.
5. You shall not download any unauthorized information, documents, graphics, etc, that you may gain access to, during the course of your work. You will be held solely liable for such acts and the Company shall stand absolved of the same.
6. You shall not use your e-mail IDs / addresses / contact numbers to correspond with the existing / past / pipeline clients of iOPEX., either to solicit business for personal gain or as an agent of any other company/ firm / organization, for a period of twelve months from the date of your relieving.
7. You are liable to not join any of our competitors including its associate companies or sister concerns for two years with effect from your date of joining. If you fail to adhere to the same, you and the company which you join will be liable for such non-conformance.
8. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of the HR department.
9. You shall be governed by the policies and procedures of the company, service rules and regulations being in force, or introduced/ amended later. All policy documents are available in our portal myportal.iope.com. In this regard, an undertaking confirming that you have read and understood the policies will be taken, at the time of joining.


REGISTRAR


10. Your offer is subject to you being medically fit at the time of joining the Company or at the request by the client/ management. Upon request, you are required to contact a registered medical practitioner and obtain a Medical Fitness Certificate which needs to be submitted at the time of joining/upon request. If you are found medically unfit to carry on the duties of your current role, this offer will stand withdrawn. The decision of the company will be final.

11. You shall communicate any change with regard to your expected date of joining. The HR team will give you a letter confirming the change of date.

12. You shall declare to the Human Resources team if you are a foreign national or a non-resident Indian. You will be obligated to conform to all the statutory laws that govern a foreign national or a non-resident Indian.

Our offer to you as a **Trainee - Engineer** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage of 60%. These eligibility criteria for the Role has already been clearly communicated to you. You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion

On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations, we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.

The Company has policies that are linked to performance management, career growth and annual compensation review of an employee and these policies shall be 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 category of employees.

Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

In case of defiance of the terms and conditions set herein, the Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.

I hereby acknowledge and agree to abide by all internal policies of the Company.

Signature


REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Its mandate to submit the below mentioned documents at the time of your joining

1. Three passport size photographs and two stamp size photographs
2. Educational Certificates (photo copy for submission)
 - a) 10th Mark Sheet
 - b) 12th Mark Sheet
 - c) UG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
 - d) PG provisional Certificate - degree certificate or mark sheets, provisional valid only till 6months
3. Last three month's pay slip
4. Relieving letter/Service certificate from the last three employer's as per applicability.
5. Identity Proof:(Kindly provide all the below mentioned documents)
 - Valid Indian Passport (Kindly sign the affidavit, if you do not have a passport).
 - Aadhar Card
 - Voters Identity Card
 - Driving License
 - Bank Pass Book with attested customer photograph
6. Address Proof(Kindly provide all the below mentioned documents)
 - Valid Indian Passport
 - Aadhar Card
 - Voters Identity Card
 - Telephone bill
 - Ration card
 - Electricity bill
7. PF Account No with the last employer as per applicability
8. If Applicable Under ESI: One Post Card Size photo with nominee.
9. PAN Card (Mandatory), if not submitted within 30 days this will be treated as a disciplinary issue.

Note: "Kindly bring the Original certificates for validation at the time of joining"





OFFER LETTER

Mr. OZAIR NAWAZ SHARIFF Date: Tuesday, June 30, 2020

Welcome to BYJU'S!

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

We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
Date of Joining: Friday, July 3, 2020
Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
Variable Compensation: 100000 INR

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

- 1.Provident Fund
- 2.Income tax deducted at source at the rates applicable
- 3.Employment/Professional taxes

4.Dues to company including loans and advances

5.Or any other applicable statutory deductions

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

1.You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.

2.You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.

3.You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

You are requested to join the services of the Company not later than **Friday, July 3, 2020**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing. Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.

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

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

Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

Accept Job Offer by signing below

Signature:

This is system generated offer letter and does not require authorised signature.

Annexure A

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

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

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

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

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

Annexure B

1. 10th Mark sheet
2. 12th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Degree Certificate
5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card

9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:



OFFER LETTER

Mr. NIHAL S KARKERA

Date: Tuesday, June 30, 2020

Welcome to BYJU'S!

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

We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
Date of Joining: Friday, July 3, 2020
Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
Variable Compensation: 100000 INR

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

- 1.Provident Fund
- 2.Income tax deducted at source at the rates applicable
- 3.Employment/Professional taxes

4.Dues to company including loans and advances

5.Or any other applicable statutory deductions

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

1.You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.

2.You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.

3.You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

You are requested to join the services of the Company not later than **Friday, July 3, 2020**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing. Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.

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

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

Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

Accept Job Offer by signing below

Signature:

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Annexure A

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

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

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

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

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10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:



OFFER LETTER

Mr. SANDEEP A

Date: Tuesday, June 30, 2020

Welcome to BYJU'S!

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

We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
Date of Joining: Friday, July 3, 2020
Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
Variable Compensation: 100000 INR

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

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

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

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

Yours sincerely,

Think & Learn Pvt. Ltd.

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

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11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:



OFFER LETTER

Mr. Mohd. AYUB UL HASAN

Date: Tuesday, June 30, 2020

Welcome to BYJU'S!

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

We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
Date of Joining: Friday, July 3, 2020
Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
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The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

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

1.You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.

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3.You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

You are requested to join the services of the Company not later than **Friday, July 3, 2020**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing. Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.

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

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

Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

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9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:

Offer Letter

9 June 2020

Ms. Amrutha D

Dear Amrutha D

We refer, to your application and subsequent interview you had with us. We are pleased to onboard you as a Fixed Term Employee (BD team) with Cue Learn Private Limited at Bangalore on the following terms and conditions.

1. Your engagement with the Company shall be for a period of **6 months** with effect from **11 June 2020 till 30 November 2020**, At the end of the period, this arrangement will automatically stand terminated, unless renewed specifically in writing.
2. You shall be paid an all-inclusive compensation amount of **Rs. 16000/-** per month. You may be eligible for an incentive pay based on the *company's* incentive structure and the targets achieved by you. The details of which shall be communicated to you separately. The details of the same is mentioned in Annexure-I.
3. Your appointment is subject to (i) we finding you medically fit; and (ii) our verification of your credentials provided by you (refer **Annexure II**) and (iii) correctness of data provided by you.
4. Please note that by accepting the offer made to you in this letter, you agree to abide by the rules, by-laws and policies of the Company.

Taxes

1. All taxes, where applicable, will be to your account.

Confidentiality & Invention

1. You shall treat all information imparted to you during your engagement with Cue Learn as confidential and shall not divulge the same directly or indirectly to any person or firm or organization.
2. You shall not, either during your engagement with the Company or thereafter, divulge to any person whatsoever any formulae, processes, methods, machines, compositions, ideas or any other information concerning the business and affairs of the Company, clients, business partner or any of its dealings, transactions which come to your knowledge during your engagement, or use any of the same for your own benefit.
3. Any invention, improvement or design conceived by you while in our engagement which is within the existing or contemplated scope of the business of the Company shall become the *Company's exclusive* property for all countries.
4. On ceasing to be in the fixed term arrangement with the Company, you shall return forthwith all the properties of the Company that are entrusted during your fixed term arrangement with the Company.

Termination

1. This engagement can be terminated at any time by either party hereto giving a notice of 7 days.

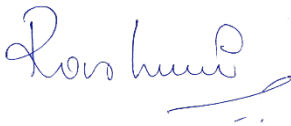
Other Conditions

1. You shall devote your time and attention to the business of the Company to the best of your ability while carrying out your engagement and you shall not become interested or employed or otherwise concerned at any time directly or indirectly with any other business which is likely to create conflict of interest with that of the Company.
2. If at any time you shall, by your conduct, render yourself incompetent to perform your duties or if you should be dishonest, disobedient, intemperate, irregular in attendance, commit any breach of the terms of your engagement or any of its stipulates herein

contained, Cue Learn shall, without prejudice to any of its rights under the terms herein be entitled to terminate your contractual engagement forthwith without notice or payment in lieu of notice and to deduct from your fees or other emoluments, if any, then due to you, the amount of loss Cue Learn may have sustained.

We hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it to us.

For Cue Learn Pvt. Ltd.



Ms. Rashmi K C
(Head – HR)

I accept the offer with the Company on the terms and conditions set out in this letter.

Full Name: _____

Signature: _____

Date: _____

Place: _____

Annexure -I

Compensation Structure

	Monthly
Fixed	15480
ESI	520
Total	16000

Note: The Compensation is subject to Professional Tax and Income Tax deductions as per statutory requirements

Annexure -II

Documents to be submitted at the time of joining

1. Two passport size photograph
2. Pan Card (Photocopy)
3. Address proof (Photocopy)
4. Academic certificates (all):
 - Xth Std. Passing Certificate
 - Xth Std. Marks card
 - XIIth Std. Marks card
 - Graduation Degree
 - Graduation Marks Sheet
 - Post-Graduation Degree
 - Post-Graduation Marks cards
 - Any other relevant certificate (if any)
 - Previous employment Experience/Reliving letter.

Offer Letter

9 June 2020

Mr. Gautham V Nairy

Dear Gautham V Nairy

We refer, to your application and subsequent interview you had with us. We are pleased to onboard you as a Fixed Term Employee (BD team) with Cue Learn Private Limited at Bangalore on the following terms and conditions.

1. Your engagement with the Company shall be for a period of **6 months** with effect from **11 June 2020 till 30 November 2020**, At the end of the period, this arrangement will automatically stand terminated, unless renewed specifically in writing.
2. You shall be paid an all-inclusive compensation amount of **Rs. 16000/-** per month. You may be eligible for an incentive pay based on the *company's* incentive structure and the targets achieved by you. The details of which shall be communicated to you separately. The details of the same is mentioned in Annexure-I.
3. Your appointment is subject to (i) we finding you medically fit; and (ii) our verification of your credentials provided by you (refer **Annexure II**) and (iii) correctness of data provided by you.
4. Please note that by accepting the offer made to you in this letter, you agree to abide by the rules, by-laws and policies of the Company.

Taxes

1. All taxes, where applicable, will be to your account.

Confidentiality & Invention

1. You shall treat all information imparted to you during your engagement with Cue Learn as confidential and shall not divulge the same directly or indirectly to any person or firm or organization.
2. You shall not, either during your engagement with the Company or thereafter, divulge to any person whatsoever any formulae, processes, methods, machines, compositions, ideas or any other information concerning the business and affairs of the Company, clients, business partner or any of its dealings, transactions which come to your knowledge during your engagement, or use any of the same for your own benefit.
3. Any invention, improvement or design conceived by you while in our engagement which is within the existing or contemplated scope of the business of the Company shall become the *Company's exclusive* property for all countries.
4. On ceasing to be in the fixed term arrangement with the Company, you shall return forthwith all the properties of the Company that are entrusted during your fixed term arrangement with the Company.

Termination

1. This engagement can be terminated at any time by either party hereto giving a notice of 7 days.

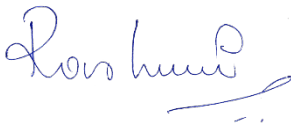
Other Conditions

1. You shall devote your time and attention to the business of the Company to the best of your ability while carrying out your engagement and you shall not become interested or employed or otherwise concerned at any time directly or indirectly with any other business which is likely to create conflict of interest with that of the Company.
2. If at any time you shall, by your conduct, render yourself incompetent to perform your duties or if you should be dishonest, disobedient, intemperate, irregular in attendance, commit any breach of the terms of your engagement or any of its stipulates herein

contained, Cue Learn shall, without prejudice to any of its rights under the terms herein be entitled to terminate your contractual engagement forthwith without notice or payment in lieu of notice and to deduct from your fees or other emoluments, if any, then due to you, the amount of loss Cue Learn may have sustained.

We hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it to us.

For Cue Learn Pvt. Ltd.



Ms. Rashmi K C
(Head – HR)

I accept the offer with the Company on the terms and conditions set out in this letter.

Full Name: _____

Signature: _____

Date: _____

Place: _____

Annexure -I

Compensation Structure

	Monthly
Fixed	15480
ESI	520
Total	16000

Note: The Compensation is subject to Professional Tax and Income Tax deductions as per statutory requirements

Annexure -II

Documents to be submitted at the time of joining

1. Two passport size photograph
2. Pan Card (Photocopy)
3. Address proof (Photocopy)
4. Academic certificates (all):
 - Xth Std. Passing Certificate
 - Xth Std. Marks card
 - XIIth Std. Marks card
 - Graduation Degree
 - Graduation Marks Sheet
 - Post-Graduation Degree
 - Post-Graduation Marks cards
 - Any other relevant certificate (if any)
 - Previous employment Experience/Reliving letter.

Offer Letter

9 June 2020

Mr. Mohammed Shehzan Faraz

Dear Mohammed Shehzan Faraz

We refer, to your application and subsequent interview you had with us. We are pleased to onboard you as a Fixed Term Employee (BD team) with Cue Learn Private Limited at Bangalore on the following terms and conditions.

1. Your engagement with the Company shall be for a period of **6 months** with effect from **11 June 2020 till 30 November 2020**, At the end of the period, this arrangement will automatically stand terminated, unless renewed specifically in writing.
2. You shall be paid an all-inclusive compensation amount of **Rs. 16000/-** per month. You may be eligible for an incentive pay based on the *company's* incentive structure and the targets achieved by you. The details of which shall be communicated to you separately. The details of the same is mentioned in Annexure-I.
3. Your appointment is subject to (i) we finding you medically fit; and (ii) our verification of your credentials provided by you (refer **Annexure II**) and (iii) correctness of data provided by you.
4. Please note that by accepting the offer made to you in this letter, you agree to abide by the rules, by-laws and policies of the Company.

Taxes

1. All taxes, where applicable, will be to your account.

Confidentiality & Invention

1. You shall treat all information imparted to you during your engagement with Cue Learn as confidential and shall not divulge the same directly or indirectly to any person or firm or organization.
2. You shall not, either during your engagement with the Company or thereafter, divulge to any person whatsoever any formulae, processes, methods, machines, compositions, ideas or any other information concerning the business and affairs of the Company, clients, business partner or any of its dealings, transactions which come to your knowledge during your engagement, or use any of the same for your own benefit.
3. Any invention, improvement or design conceived by you while in our engagement which is within the existing or contemplated scope of the business of the Company shall become the *Company's exclusive* property for all countries.
4. On ceasing to be in the fixed term arrangement with the Company, you shall return forthwith all the properties of the Company that are entrusted during your fixed term arrangement with the Company.

Termination

1. This engagement can be terminated at any time by either party hereto giving a notice of 7 days.

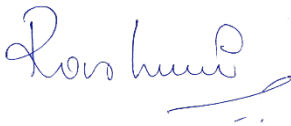
Other Conditions

1. You shall devote your time and attention to the business of the Company to the best of your ability while carrying out your engagement and you shall not become interested or employed or otherwise concerned at any time directly or indirectly with any other business which is likely to create conflict of interest with that of the Company.
2. If at any time you shall, by your conduct, render yourself incompetent to perform your duties or if you should be dishonest, disobedient, intemperate, irregular in attendance, commit any breach of the terms of your engagement or any of its stipulates herein

contained, Cue Learn shall, without prejudice to any of its rights under the terms herein be entitled to terminate your contractual engagement forthwith without notice or payment in lieu of notice and to deduct from your fees or other emoluments, if any, then due to you, the amount of loss Cue Learn may have sustained.

We hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it to us.

For Cue Learn Pvt. Ltd.



Ms. Rashmi K C
(Head – HR)

I accept the offer with the Company on the terms and conditions set out in this letter.

Full Name: _____

Signature: _____

Date: _____

Place: _____

Annexure -I

Compensation Structure

	Monthly
Fixed	15480
ESI	520
Total	16000

Note: The Compensation is subject to Professional Tax and Income Tax deductions as per statutory requirements

Annexure -II

Documents to be submitted at the time of joining

1. Two passport size photograph
2. Pan Card (Photocopy)
3. Address proof (Photocopy)
4. Academic certificates (all):
 - Xth Std. Passing Certificate
 - Xth Std. Marks card
 - XIIth Std. Marks card
 - Graduation Degree
 - Graduation Marks Sheet
 - Post-Graduation Degree
 - Post-Graduation Marks cards
 - Any other relevant certificate (if any)
 - Previous employment Experience/Reliving letter.

Offer Letter

9 June 2020

Mr. Alan Anand

Dear Alan Anand

We refer, to your application and subsequent interview you had with us. We are pleased to onboard you as a Fixed Term Employee (BD team) with Cue Learn Private Limited at Bangalore on the following terms and conditions.

1. Your engagement with the Company shall be for a period of **6 months** with effect from **11 June 2020 till 30 November 2020**, At the end of the period, this arrangement will automatically stand terminated, unless renewed specifically in writing.
2. You shall be paid an all-inclusive compensation amount of **Rs. 16000/-** per month. You may be eligible for an incentive pay based on the *company's* incentive structure and the targets achieved by you. The details of which shall be communicated to you separately. The details of the same is mentioned in Annexure-I.
3. Your appointment is subject to (i) we finding you medically fit; and (ii) our verification of your credentials provided by you (refer **Annexure II**) and (iii) correctness of data provided by you.
4. Please note that by accepting the offer made to you in this letter, you agree to abide by the rules, by-laws and policies of the Company.

Taxes

1. All taxes, where applicable, will be to your account.

Confidentiality & Invention

1. You shall treat all information imparted to you during your engagement with Cue Learn as confidential and shall not divulge the same directly or indirectly to any person or firm or organization.
2. You shall not, either during your engagement with the Company or thereafter, divulge to any person whatsoever any formulae, processes, methods, machines, compositions, ideas or any other information concerning the business and affairs of the Company, clients, business partner or any of its dealings, transactions which come to your knowledge during your engagement, or use any of the same for your own benefit.
3. Any invention, improvement or design conceived by you while in our engagement which is within the existing or contemplated scope of the business of the Company shall become the *Company's exclusive* property for all countries.
4. On ceasing to be in the fixed term arrangement with the Company, you shall return forthwith all the properties of the Company that are entrusted during your fixed term arrangement with the Company.

Termination

1. This engagement can be terminated at any time by either party hereto giving a notice of 7 days.

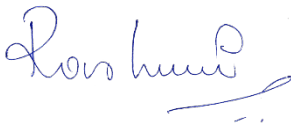
Other Conditions

1. You shall devote your time and attention to the business of the Company to the best of your ability while carrying out your engagement and you shall not become interested or employed or otherwise concerned at any time directly or indirectly with any other business which is likely to create conflict of interest with that of the Company.
2. If at any time you shall, by your conduct, render yourself incompetent to perform your duties or if you should be dishonest, disobedient, intemperate, irregular in attendance, commit any breach of the terms of your engagement or any of its stipulates herein

contained, Cue Learn shall, without prejudice to any of its rights under the terms herein be entitled to terminate your contractual engagement forthwith without notice or payment in lieu of notice and to deduct from your fees or other emoluments, if any, then due to you, the amount of loss Cue Learn may have sustained.

We hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it to us.

For Cue Learn Pvt. Ltd.



Ms. Rashmi K C
(Head – HR)

I accept the offer with the Company on the terms and conditions set out in this letter.

Full Name: _____

Signature: _____

Date: _____

Place: _____

Annexure -I

Compensation Structure

	Monthly
Fixed	15480
ESI	520
Total	16000

Note: The Compensation is subject to Professional Tax and Income Tax deductions as per statutory requirements

Annexure -II

Documents to be submitted at the time of joining

1. Two passport size photograph
2. Pan Card (Photocopy)
3. Address proof (Photocopy)
4. Academic certificates (all):
 - Xth Std. Passing Certificate
 - Xth Std. Marks card
 - XIIth Std. Marks card
 - Graduation Degree
 - Graduation Marks Sheet
 - Post-Graduation Degree
 - Post-Graduation Marks cards
 - Any other relevant certificate (if any)
 - Previous employment Experience/Reliving letter.



OFFER LETTER

Mr. MAYANK SURYAVANSHI

Date: Tuesday, June 30, 2020

Welcome to BYJU'S!

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

We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
Date of Joining: Friday, July 3, 2020
Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
Variable Compensation: 100000 INR

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

- 1.Provident Fund
- 2.Income tax deducted at source at the rates applicable
- 3.Employment/Professional taxes

4.Dues to company including loans and advances

5.Or any other applicable statutory deductions

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

1.You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.

2.You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.

3.You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

You are requested to join the services of the Company not later than **Friday, July 3, 2020**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing. Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.

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

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

Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

Accept Job Offer by signing below

Signature:

This is system generated offer letter and does not require authorised signature.

Annexure A

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

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

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

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

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

Annexure B

1. 10th Mark sheet
2. 12th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Degree Certificate
5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card

9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:



OFFER LETTER

Mr. Jibin Raju

Date: Tuesday, June 30, 2020

Welcome to BYJU'S!

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

We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
Date of Joining: Friday, July 3, 2020
Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
Variable Compensation: 100000 INR

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

- 1.Provident Fund
- 2.Income tax deducted at source at the rates applicable
- 3.Employment/Professional taxes

4.Dues to company including loans and advances

5.Or any other applicable statutory deductions

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

1.You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.

2.You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.

3.You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

You are requested to join the services of the Company not later than **Friday, July 3, 2020**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing. Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.

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

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

Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

Accept Job Offer by signing below

Signature:

This is system generated offer letter and does not require authorised signature.

Annexure A

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

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

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

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

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

Annexure B

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2. 12th Mark sheet
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5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card

9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:

Offer Letter

9 June 2020

Mr. Shaik Abdul Faheem

Dear Shaik Abdul Faheem

We refer, to your application and subsequent interview you had with us. We are pleased to onboard you as a Fixed Term Employee (BD team) with Cue Learn Private Limited at Bangalore on the following terms and conditions.

1. Your engagement with the Company shall be for a period of **6 months** with effect from **11 June 2020 till 30 November 2020**, At the end of the period, this arrangement will automatically stand terminated, unless renewed specifically in writing.
2. You shall be paid an all-inclusive compensation amount of **Rs. 16000/-** per month. You may be eligible for an incentive pay based on the *company's* incentive structure and the targets achieved by you. The details of which shall be communicated to you separately. The details of the same is mentioned in Annexure-I.
3. Your appointment is subject to (i) we finding you medically fit; and (ii) our verification of your credentials provided by you (refer **Annexure II**) and (iii) correctness of data provided by you.
4. Please note that by accepting the offer made to you in this letter, you agree to abide by the rules, by-laws and policies of the Company.

Taxes

1. All taxes, where applicable, will be to your account.

Confidentiality & Invention

1. You shall treat all information imparted to you during your engagement with Cue Learn as confidential and shall not divulge the same directly or indirectly to any person or firm or organization.
2. You shall not, either during your engagement with the Company or thereafter, divulge to any person whatsoever any formulae, processes, methods, machines, compositions, ideas or any other information concerning the business and affairs of the Company, clients, business partner or any of its dealings, transactions which come to your knowledge during your engagement, or use any of the same for your own benefit.
3. Any invention, improvement or design conceived by you while in our engagement which is within the existing or contemplated scope of the business of the Company shall become the *Company's exclusive* property for all countries.
4. On ceasing to be in the fixed term arrangement with the Company, you shall return forthwith all the properties of the Company that are entrusted during your fixed term arrangement with the Company.

Termination

1. This engagement can be terminated at any time by either party hereto giving a notice of 7 days.

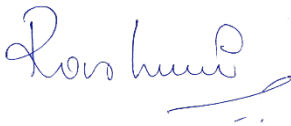
Other Conditions

1. You shall devote your time and attention to the business of the Company to the best of your ability while carrying out your engagement and you shall not become interested or employed or otherwise concerned at any time directly or indirectly with any other business which is likely to create conflict of interest with that of the Company.
2. If at any time you shall, by your conduct, render yourself incompetent to perform your duties or if you should be dishonest, disobedient, intemperate, irregular in attendance, commit any breach of the terms of your engagement or any of its stipulates herein

contained, Cue Learn shall, without prejudice to any of its rights under the terms herein be entitled to terminate your contractual engagement forthwith without notice or payment in lieu of notice and to deduct from your fees or other emoluments, if any, then due to you, the amount of loss Cue Learn may have sustained.

We hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it to us.

For Cue Learn Pvt. Ltd.



Ms. Rashmi K C
(Head – HR)

I accept the offer with the Company on the terms and conditions set out in this letter.

Full Name: _____

Signature: _____

Date: _____

Place: _____

Annexure -I

Compensation Structure

	Monthly
Fixed	15480
ESI	520
Total	16000

Note: The Compensation is subject to Professional Tax and Income Tax deductions as per statutory requirements

Annexure -II

Documents to be submitted at the time of joining

1. Two passport size photograph
2. Pan Card (Photocopy)
3. Address proof (Photocopy)
4. Academic certificates (all):
 - Xth Std. Passing Certificate
 - Xth Std. Marks card
 - XIIth Std. Marks card
 - Graduation Degree
 - Graduation Marks Sheet
 - Post-Graduation Degree
 - Post-Graduation Marks cards
 - Any other relevant certificate (if any)
 - Previous employment Experience/Reliving letter.

Offer Letter

9 June 2020

Ms. Preeti Kumari R

Dear Preeti Kumari R

We refer, to your application and subsequent interview you had with us. We are pleased to onboard you as a Fixed Term Employee (BD team) with Cue Learn Private Limited at Bangalore on the following terms and conditions.

1. Your engagement with the Company shall be for a period of **6 months** with effect from **11 June 2020 till 30 November 2020**, At the end of the period, this arrangement will automatically stand terminated, unless renewed specifically in writing.
2. You shall be paid an all-inclusive compensation amount of **Rs. 16000/-** per month. You may be eligible for an incentive pay based on the *company's* incentive structure and the targets achieved by you. The details of which shall be communicated to you separately. The details of the same is mentioned in Annexure-I.
3. Your appointment is subject to (i) we finding you medically fit; and (ii) our verification of your credentials provided by you (refer **Annexure II**) and (iii) correctness of data provided by you.
4. Please note that by accepting the offer made to you in this letter, you agree to abide by the rules, by-laws and policies of the Company.

Taxes

1. All taxes, where applicable, will be to your account.

Confidentiality & Invention

1. You shall treat all information imparted to you during your engagement with Cue Learn as confidential and shall not divulge the same directly or indirectly to any person or firm or organization.
2. You shall not, either during your engagement with the Company or thereafter, divulge to any person whatsoever any formulae, processes, methods, machines, compositions, ideas or any other information concerning the business and affairs of the Company, clients, business partner or any of its dealings, transactions which come to your knowledge during your engagement, or use any of the same for your own benefit.
3. Any invention, improvement or design conceived by you while in our engagement which is within the existing or contemplated scope of the business of the Company shall become the *Company's exclusive* property for all countries.
4. On ceasing to be in the fixed term arrangement with the Company, you shall return forthwith all the properties of the Company that are entrusted during your fixed term arrangement with the Company.

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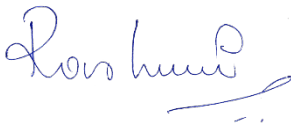
Other Conditions

1. You shall devote your time and attention to the business of the Company to the best of your ability while carrying out your engagement and you shall not become interested or employed or otherwise concerned at any time directly or indirectly with any other business which is likely to create conflict of interest with that of the Company.
2. If at any time you shall, by your conduct, render yourself incompetent to perform your duties or if you should be dishonest, disobedient, intemperate, irregular in attendance, commit any breach of the terms of your engagement or any of its stipulates herein

contained, Cue Learn shall, without prejudice to any of its rights under the terms herein be entitled to terminate your contractual engagement forthwith without notice or payment in lieu of notice and to deduct from your fees or other emoluments, if any, then due to you, the amount of loss Cue Learn may have sustained.

We hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it to us.

For Cue Learn Pvt. Ltd.



Ms. Rashmi K C
(Head – HR)

I accept the offer with the Company on the terms and conditions set out in this letter.

Full Name: _____

Signature: _____

Date: _____

Place: _____

Annexure -I

Compensation Structure

	Monthly
Fixed	15480
ESI	520
Total	16000

Note: The Compensation is subject to Professional Tax and Income Tax deductions as per statutory requirements

Annexure -II

Documents to be submitted at the time of joining

1. Two passport size photograph
2. Pan Card (Photocopy)
3. Address proof (Photocopy)
4. Academic certificates (all):
 - Xth Std. Passing Certificate
 - Xth Std. Marks card
 - XIIth Std. Marks card
 - Graduation Degree
 - Graduation Marks Sheet
 - Post-Graduation Degree
 - Post-Graduation Marks cards
 - Any other relevant certificate (if any)
 - Previous employment Experience/Reliving letter.

Offer Letter

9 June 2020

Mr. Abdul Nasir P

Dear Abdul Nasir P

We refer, to your application and subsequent interview you had with us. We are pleased to onboard you as a Fixed Term Employee (BD team) with Cue Learn Private Limited at Bangalore on the following terms and conditions.

1. Your engagement with the Company shall be for a period of **6 months** with effect from **11 June 2020 till 30 November 2020**, At the end of the period, this arrangement will automatically stand terminated, unless renewed specifically in writing.
2. You shall be paid an all-inclusive compensation amount of **Rs. 16000/-** per month. You may be eligible for an incentive pay based on the *company's* incentive structure and the targets achieved by you. The details of which shall be communicated to you separately. The details of the same is mentioned in Annexure-I.
3. Your appointment is subject to (i) we finding you medically fit; and (ii) our verification of your credentials provided by you (refer **Annexure II**) and (iii) correctness of data provided by you.
4. Please note that by accepting the offer made to you in this letter, you agree to abide by the rules, by-laws and policies of the Company.

Taxes

1. All taxes, where applicable, will be to your account.

Confidentiality & Invention

1. You shall treat all information imparted to you during your engagement with Cue Learn as confidential and shall not divulge the same directly or indirectly to any person or firm or organization.
2. You shall not, either during your engagement with the Company or thereafter, divulge to any person whatsoever any formulae, processes, methods, machines, compositions, ideas or any other information concerning the business and affairs of the Company, clients, business partner or any of its dealings, transactions which come to your knowledge during your engagement, or use any of the same for your own benefit.
3. Any invention, improvement or design conceived by you while in our engagement which is within the existing or contemplated scope of the business of the Company shall become the *Company's exclusive* property for all countries.
4. On ceasing to be in the fixed term arrangement with the Company, you shall return forthwith all the properties of the Company that are entrusted during your fixed term arrangement with the Company.

Termination

1. This engagement can be terminated at any time by either party hereto giving a notice of 7 days.

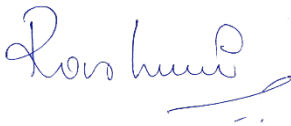
Other Conditions

1. You shall devote your time and attention to the business of the Company to the best of your ability while carrying out your engagement and you shall not become interested or employed or otherwise concerned at any time directly or indirectly with any other business which is likely to create conflict of interest with that of the Company.
2. If at any time you shall, by your conduct, render yourself incompetent to perform your duties or if you should be dishonest, disobedient, intemperate, irregular in attendance, commit any breach of the terms of your engagement or any of its stipulates herein

contained, Cue Learn shall, without prejudice to any of its rights under the terms herein be entitled to terminate your contractual engagement forthwith without notice or payment in lieu of notice and to deduct from your fees or other emoluments, if any, then due to you, the amount of loss Cue Learn may have sustained.

We hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it to us.

For Cue Learn Pvt. Ltd.



Ms. Rashmi K C
(Head – HR)

I accept the offer with the Company on the terms and conditions set out in this letter.

Full Name: _____

Signature: _____

Date: _____

Place: _____

Annexure -I

Compensation Structure

	Monthly
Fixed	15480
ESI	520
Total	16000

Note: The Compensation is subject to Professional Tax and Income Tax deductions as per statutory requirements

Annexure -II

Documents to be submitted at the time of joining

1. Two passport size photograph
2. Pan Card (Photocopy)
3. Address proof (Photocopy)
4. Academic certificates (all):
 - Xth Std. Passing Certificate
 - Xth Std. Marks card
 - XIIth Std. Marks card
 - Graduation Degree
 - Graduation Marks Sheet
 - Post-Graduation Degree
 - Post-Graduation Marks cards
 - Any other relevant certificate (if any)
 - Previous employment Experience/Reliving letter.

Offer Letter

9 June 2020

Mr. Syed Junaid

Dear Syed Junaid

We refer, to your application and subsequent interview you had with us. We are pleased to onboard you as a Fixed Term Employee (BD team) with Cue Learn Private Limited at Bangalore on the following terms and conditions.

1. Your engagement with the Company shall be for a period of **6 months** with effect from **11 June 2020 till 30 November 2020**, At the end of the period, this arrangement will automatically stand terminated, unless renewed specifically in writing.
2. You shall be paid an all-inclusive compensation amount of **Rs. 16000/-** per month. You may be eligible for an incentive pay based on the *company's* incentive structure and the targets achieved by you. The details of which shall be communicated to you separately. The details of the same is mentioned in Annexure-I.
3. Your appointment is subject to (i) we finding you medically fit; and (ii) our verification of your credentials provided by you (refer **Annexure II**) and (iii) correctness of data provided by you.
4. Please note that by accepting the offer made to you in this letter, you agree to abide by the rules, by-laws and policies of the Company.

Taxes

1. All taxes, where applicable, will be to your account.

Confidentiality & Invention

1. You shall treat all information imparted to you during your engagement with Cue Learn as confidential and shall not divulge the same directly or indirectly to any person or firm or organization.
2. You shall not, either during your engagement with the Company or thereafter, divulge to any person whatsoever any formulae, processes, methods, machines, compositions, ideas or any other information concerning the business and affairs of the Company, clients, business partner or any of its dealings, transactions which come to your knowledge during your engagement, or use any of the same for your own benefit.
3. Any invention, improvement or design conceived by you while in our engagement which is within the existing or contemplated scope of the business of the Company shall become the *Company's exclusive* property for all countries.
4. On ceasing to be in the fixed term arrangement with the Company, you shall return forthwith all the properties of the Company that are entrusted during your fixed term arrangement with the Company.

Termination

1. This engagement can be terminated at any time by either party hereto giving a notice of 7 days.

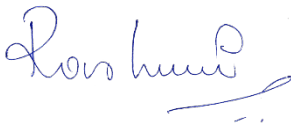
Other Conditions

1. You shall devote your time and attention to the business of the Company to the best of your ability while carrying out your engagement and you shall not become interested or employed or otherwise concerned at any time directly or indirectly with any other business which is likely to create conflict of interest with that of the Company.
2. If at any time you shall, by your conduct, render yourself incompetent to perform your duties or if you should be dishonest, disobedient, intemperate, irregular in attendance, commit any breach of the terms of your engagement or any of its stipulates herein

contained, Cue Learn shall, without prejudice to any of its rights under the terms herein be entitled to terminate your contractual engagement forthwith without notice or payment in lieu of notice and to deduct from your fees or other emoluments, if any, then due to you, the amount of loss Cue Learn may have sustained.

We hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it to us.

For Cue Learn Pvt. Ltd.



Ms. Rashmi K C
(Head – HR)

I accept the offer with the Company on the terms and conditions set out in this letter.

Full Name: _____

Signature: _____

Date: _____

Place: _____

Annexure -I

Compensation Structure

	Monthly
Fixed	15480
ESI	520
Total	16000

Note: The Compensation is subject to Professional Tax and Income Tax deductions as per statutory requirements

Annexure -II

Documents to be submitted at the time of joining

1. Two passport size photograph
2. Pan Card (Photocopy)
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4. Academic certificates (all):
 - Xth Std. Passing Certificate
 - Xth Std. Marks card
 - XIIth Std. Marks card
 - Graduation Degree
 - Graduation Marks Sheet
 - Post-Graduation Degree
 - Post-Graduation Marks cards
 - Any other relevant certificate (if any)
 - Previous employment Experience/Reliving letter.



ECO GREEN FUELS

LETTER OF OFFER

Dear Suprith Darius Soans,

Date: 21st July 2020

Congratulations and Welcome Aboard!

Eco Green Fuels Pvt Ltd is pleased to appoint you as a Process Engineer - Trainee. Taking charge of your position with effect from 17th August 2020.

Details of the terms of your offer are as under:

1. You will be designated as " Process Engineer - Trainee" at our Manufacturing Plant at Tumakur.
2. Your Date of commencement of Employment will be starting 17th August 2020 onwards.
3. You will be under probationary period for six months from the date of joining.
4. You will be entitled to receive INR 12,000/- as a net payment per month and will be given basic accommodation facility. You will not be eligible for any other benefits of the company during the probation period.
5. You will not be entitled to avail any leaves during probationary period, any emergency or health related issues, you are required to seek permission from your reporting manager through formal email.
6. You will receive your appointment letter with Salary Structure after you complete your probationary period.
7. Please note that we may terminate your services without any prior notice at any point in time, in case you exhibit poor performance or behaviour during probationary period.
8. Please note, you will not be entitled for receiving any payment in case we terminate your employment any point in time during probationary period.

I personally extend you a warm welcome on behalf of my team at Eco Green Fuels Pvt. Ltd (one of the fastest growing biodiesel company in India) and wish you a meaningful and an enriched experience to earn and to share at our organisation.

With my very warm regards

sd/-

Julesh Bantia

Founder & CEO

Eco Green Fuels Pvt. Ltd.

Cell.: +91 9886082899

Registered Office: E4, 9B, KIADB Road, 2nd Phase, Peenya Industrial Area,
Bangalore 560058 INDIA E: bantia@ecogreenfuels.in W: www.ecogreenfuels.in



Janne
REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE



ECO GREEN FUELS

LETTER OF OFFER

Dear Althamas Yaseer,

Date: 21st July 2020

Congratulations and Welcome Aboard!

Eco Green Fuels Pvt Ltd is pleased to appoint you as a Process Engineer - Trainee. Taking charge of your position with effect from 17th August 2020.

Details of the terms of your offer are as under:

1. You will be designated as " Process Engineer - Trainee" at our Manufacturing Plant at Tumakur.
2. Your Date of commencement of Employment will be starting 17th August 2020 onwards.
3. You will be under probationary period for six months from the date of joining.
4. You will be entitled to receive INR 12,000/- as a net payment per month and will be given basic accommodation facility. You will not be eligible for any other benefits of the company during the probation period.
5. You will not be entitled to avail any leaves during probationary period, any emergency or health related issues, you are required to seek permission from your reporting manager through formal email.
6. You will receive your appointment letter with Salary Structure after you complete your probationary period.
7. Please note that we may terminate your services without any prior notice at any point in time, in case you exhibit poor performance or behaviour during probationary period.
8. Please note, you will not be entitled for receiving any payment in case we terminate your employment any point in time during probationary period.

I personally extend you a warm welcome on behalf of my team at Eco Green Fuels Pvt. Ltd (one of the fastest growing biodiesel company in India) and wish you a meaningful and an enriched experience to earn and to share at our organisation.

With my very warm regards

sd/-

Julesh Bantia

Founder & CEO

Eco Green Fuels Pvt. Ltd.

Cell.: +91 9886082899

Registered Office: E4, 9B, KIADB Road, 2nd Phase, Peenya Industrial Area,
Bangalore 560058 INDIA E: bantia@ecogreenfuels.in W: www.ecogreenfuels.in



Janne
REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE



ECO GREEN FUELS

LETTER OF OFFER

Dear Aman mehdi,

Date: 21st July 2020

Congratulations and Welcome Aboard!

Eco Green Fuels Pvt Ltd is pleased to appoint you as a Process Engineer - Trainee. Taking charge of your position with effect from 17th August 2020.

Details of the terms of your offer are as under:

1. You will be designated as " Process Engineer - Trainee" at our Manufacturing Plant at Tumakur.
2. Your Date of commencement of Employment will be starting 17th August 2020 onwards.
3. You will be under probationary period for six months from the date of joining.
4. You will be entitled to receive INR 12,000/- as a net payment per month and will be given basic accommodation facility. You will not be eligible for any other benefits of the company during the probation period.
5. You will not be entitled to avail any leaves during probationary period, any emergency or health related issues, you are required to seek permission from your reporting manager through formal email.
6. You will receive your appointment letter with Salary Structure after you complete your probationary period.
7. Please note that we may terminate your services without any prior notice at any point in time, in case you exhibit poor performance or behaviour during probationary period.
8. Please note, you will not be entitled for receiving any payment in case we terminate your employment any point in time during probationary period.

I personally extend you a warm welcome on behalf of my team at Eco Green Fuels Pvt. Ltd (one of the fastest growing biodiesel company in India) and wish you a meaningful and an enriched experience to earn and to share at our organisation.

With my very warm regards

sd/-

Julesh Bantia

Founder & CEO

Eco Green Fuels Pvt. Ltd.

Cell.: +91 9886082899

Registered Office: E4, 9B, KIADB Road, 2nd Phase, Peenya Industrial Area,
Bangalore 560058 INDIA E: bantia@ecogreenfuels.in W: www.ecogreenfuels.in



Janne
REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE



ECO GREEN FUELS

LETTER OF OFFER

Dear Satyam Sonawane,

Date: 21st July 2020

Congratulations and Welcome Aboard!

Eco Green Fuels Pvt Ltd is pleased to appoint you as a Process Engineer - Trainee. Taking charge of your position with effect from 17th August 2020.

Details of the terms of your offer are as under:

1. You will be designated as " Process Engineer - Trainee" at our Manufacturing Plant at Tumakur.
2. Your Date of commencement of Employment will be starting 17th August 2020 onwards.
3. You will be under probationary period for six months from the date of joining.
4. You will be entitled to receive INR 12,000/- as a net payment per month and will be given basic accommodation facility. You will not be eligible for any other benefits of the company during the probation period.
5. You will not be entitled to avail any leaves during probationary period, any emergency or health related issues, you are required to seek permission from your reporting manager through formal email.
6. You will receive your appointment letter with Salary Structure after you complete your probationary period.
7. Please note that we may terminate your services without any prior notice at any point in time, in case you exhibit poor performance or behaviour during probationary period.
8. Please note, you will not be entitled for receiving any payment in case we terminate your employment any point in time during probationary period.

I personally extend you a warm welcome on behalf of my team at Eco Green Fuels Pvt. Ltd (one of the fastest growing biodiesel company in India) and wish you a meaningful and an enriched experience to earn and to share at our organisation.

With my very warm regards

sd/-

Julesh Bantia

Founder & CEO

Eco Green Fuels Pvt. Ltd.

Cell.: +91 9886082899

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Janne
REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE



ECO GREEN FUELS

LETTER OF OFFER

Dear Vishwaradhya V Patel,

Date: 21st July 2020

Congratulations and Welcome Aboard!

Eco Green Fuels Pvt Ltd is pleased to appoint you as a Process Engineer - Trainee. Taking charge of your position with effect from 17th August 2020.

Details of the terms of your offer are as under:

1. You will be designated as " Process Engineer - Trainee" at our Manufacturing Plant at Tumakur.
2. Your Date of commencement of Employment will be starting 17th August 2020 onwards.
3. You will be under probationary period for six months from the date of joining.
4. You will be entitled to receive INR 12,000/- as a net payment per month and will be given basic accommodation facility. You will not be eligible for any other benefits of the company during the probation period.
5. You will not be entitled to avail any leaves during probationary period, any emergency or health related issues, you are required to seek permission from your reporting manager through formal email.
6. You will receive your appointment letter with Salary Structure after you complete your probationary period.
7. Please note that we may terminate your services without any prior notice at any point in time, in case you exhibit poor performance or behaviour during probationary period.
8. Please note, you will not be entitled for receiving any payment in case we terminate your employment any point in time during probationary period.

I personally extend you a warm welcome on behalf of my team at Eco Green Fuels Pvt. Ltd (one of the fastest growing biodiesel company in India) and wish you a meaningful and an enriched experience to earn and to share at our organisation.

With my very warm regards

sd/-

Julesh Bantia

Founder & CEO

Eco Green Fuels Pvt. Ltd.

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Janne
REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE



OFFER LETTER

Mr. M.LAKSHMINARAYANA

Date: Tuesday, June 30, 2020

Welcome to BYJU'S!

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

We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
Date of Joining: Friday, July 3, 2020
Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
Variable Compensation: 100000 INR

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

- 1.Provident Fund
- 2.Income tax deducted at source at the rates applicable
- 3.Employment/Professional taxes

4.Dues to company including loans and advances

5.Or any other applicable statutory deductions

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

1.You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.

2.You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.

3.You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

You are requested to join the services of the Company not later than **Friday, July 3, 2020**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing. Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.

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

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

Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

Accept Job Offer by signing below

Signature:

This is system generated offer letter and does not require authorised signature.

Annexure A

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

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

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

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

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

Annexure B

1. 10th Mark sheet
2. 12th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Degree Certificate
5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card

9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:



BUILDNESS INFRA & TECH PRIVATE LTD

No.1634, 22nd Cross, 26th Main, 2nd Sector HSR Layout,(Behind Andhra Bank), Bangalore - 560 102.
Mail: enquiry@buildness.com, Ph.: +91 98452 25369

JOB OFFER LETTER

To

Date: 01-08-2020

Mr. Manoj Kumar Gowda BK

Presidency University,
Bangalore

JOB POSITION: Trainee Engineer

Dear Sir,

We are pleased to offer you a job at our firm **BUILDNESS INFRA & TECH PVT LTD**, for the position of **Trainee Engineer** with the joining date of **01st Aug 2020**.

As a fresher, you will be on training for first 3 months of your association with us post which, a formal confirmation letter will be issued subject to satisfactory performance in the aforesaid role.

Your salary during the training period will be **Rs. 15000/-** per month (**Rs. 1,80,000/-** per annum), excluding business travel & communication expenses. Petrol allowance is given as site to site travelling. Revisions will be subject to performance and work progress in training and completion of appraisal periods.

On satisfactory completion of the training period which would be vigorous & intense, your case for confirmation of services would be considered by the firm. On the other hand, if your performance, conduct, general behavior and/or attitude are not found satisfactory, your services would be liable to be terminated with one month notice. The firm also reserves the right to extend your training period, if considered necessary.

Kindly carry copies of your education certificates, salary slips, ID/Address proof documents with you on the date of joining.

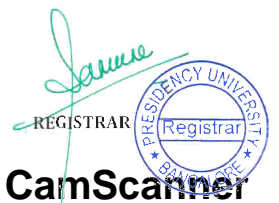
We look forward to having you join us on the notified date and request you to acknowledge your confirmation via email.

Yours Sincerely



1

www.buildness.com



Scanned with CamScanner



BUILDNESS INFRA & TECH PRIVATE LTD

No.1634, 22nd Cross, 26th Main, 2nd Sector HSR Layout,(Behind Andhra Bank), Bangalore - 560 102.

Mail: enquiry@buildness.com, Ph.: +91 98452 25369

JOB OFFER LETTER

To

Date: 01-08-2020

Mr. Udaya Ravi A.R

Presidency University,
Bangalore

JOB POSITION: Trainee Engineer

Dear Sir,

We are pleased to offer you a job at our firm **BUILDNESS INFRA & TECH PVT LTD**, for the position of **Trainee Engineer** with the joining date of **01st Aug 2020**.

As a fresher, you will be on training for first 3 months of your association with us post which, a formal confirmation letter will be issued subject to satisfactory performance in the aforesaid role.

Your salary during the training period will be **Rs. 15000/-** per month (**Rs. 1,80,000/-** per annum), excluding business travel & communication expenses. Petrol allowance is given as site to site travelling. Revisions will be subject to performance and work progress in training and completion of appraisal periods.

On satisfactory completion of the training period which would be vigorous & intense, your case for confirmation of services would be considered by the firm. On the other hand, if your performance, conduct, general behavior and/or attitude are not found satisfactory, your services would be liable to be terminated with one month notice. The firm also reserves the right to extend your training period, if considered necessary.

Kindly carry copies of your education certificates, salary slips, ID/Address proof documents with you on the date of joining.

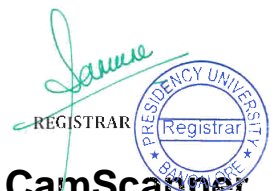
We look forward to having you join us on the notified date and request you to acknowledge your confirmation via email.

Yours Sincerely



1

www.buildness.com



18th August 2020

Mahendra Poreddy
3-9-79-4(2), GCRR layout,
Pulivendula, Kadapa,
Andhra Pradesh.

Dear Mahendra,

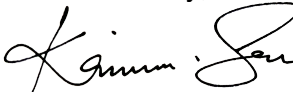
We are pleased to offer you the position of Software Engineer Trainee at the Museum of Art & Photography (MAP). As agreed the starting date of your employment is 19th August 2020. You will be on probation for a period of 3 months at the end of which your performance will be reviewed and your appointment confirmed accordingly. During this time, you will be reporting to Raghava Kumar (COO).

Your responsibilities will be as per the enclosed job description.

You will be entitled to a monthly remuneration, less all applicable taxes of Rs. 12,000 per month for your time. Attendance will be taken as per the MAP Employees Register and arrivals.

You are requested to sign this letter, signifying your acceptance of the same, for our records.

Your Sincerely,


Kamini Sawhney
Director



I have read the terms and conditions of this letter of appointment and confirm my acceptance of the same.

Mahendra Poreddy


REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

Roles and Responsibilities:

- Development of Platform Web Portals (Client Portal & Admin Portal) and Website
- Development for digital marketing support
- Integration of user-facing elements developed by front-end developers with server side logic
- Writing reusable, testable, and efficient code
- Design and implementation of low-latency, high-availability, and applications performance
- Implementation of security and data protection
- Fixing and improving existing software

The services outlined above are not meant to be an exhaustive list of tasks. The Employee is expected to carry out any other related duties that are necessary for the optimum functioning of the organisation as a whole within the employee's skills and abilities whenever a need is pointed out, becomes apparent or as reasonably instructed.





THE ANDROMEDA INNOVATORS PVT. LTD.

Complete EMS Solutions

Date: 04/08/2020

JOB OFFER LETTER

Dear Mr. MANOJ C

Congratulations! We are pleased to confirm that you have been selected to work at Andromeda Innovators Pvt Ltd. We are delighted to make you the following job offer.

The position we are offering you is that of Testing Engineer your present monthly salary of Rs.10,000/- with an annual cost to company of Rs.120000/ for the first 6 months thereafter Rs 15000 monthly.

We would like you to start work on 15/08/2020, we are confident you will be able to make a significant contribution to the success of our company and look forward to work with you.

Sincerely,

For The Andromeda Innovators Pvt Ltd
Mr.Kalpesh D Chopra
(Managing Director)



THE ANDROMEDA INNOVATORS PVT. LTD.

Complete EMS Solutions

Date: 04/08/2020

JOB OFFER LETTER

Dear Mr. S.ARIFBASHA

Congratulations! We are pleased to confirm that you have been selected to work at Andromeda Innovators Pvt Ltd. We are delighted to make you the following job offer.

The position we are offering you is that of Testing Engineer your present monthly salary of Rs.10,000/- with an annual cost to company of Rs.120000/ for the first 6 months thereafter Rs 15000 monthly.

We would like you to start work on 15/08/2020, we are confident you will be able to make a significant contribution to the success of our company and look forward to work with you.

Sincerely,

For The Andromeda Innovators Pvt Ltd
Mr.Kalpesh D Chopra
(Managing Director)

28th August, 2020

**To,
Mr. Md Waiz**

Dear Waiz

This has reference to the interview and discussion we had with you. We are pleased to offer you a position of "Graduate Trainee". You would be on probation for a period of one year. On successful completion of probation period your services would be confirmed and you will be re-designated as "Career Development Officer".

Find below compensation details:

During the first month (including training) you would be paid remuneration of **Rs.25,000/-pm**. If target of first month is achieved (100%) then your salary will be revised to **Rs.40,000/-pm** (As per below table) effective from second month and arrears of the first month will also be paid to you.

If in case you fail to achieve the target for first month, then extension of one more month will be given at a remuneration of **25,000/-pm**.

Particulars	(Amount in Rupees.)	
	Per Month	Per Annum
Basic Salary	16,000	1,92,000
House Rent Allowance	8,000	96,000
Transport Reimbursement	1,600	19,200
Telephone Reimbursement	500	6,000
Statutory Bonus (Paid Monthly)	1,400	16,800
Special Allowance	12,500	1,50,000
Total	40,000	4,80,000
Daily Travel Reimbursement	3,000	36,000
Performance Incentive (Payable based on the achievement of Monthly targets)	10,000	1,20,000
Performance cum Continuity Bonus (Annual) (Payable based on the achievement of targets for the year and continuity in the organization for at least 1 year)	2,000	24,000
CTC: Six Lakh Sixty Thousand only p.a.	55,000	6,60,000

**Regards,
Jaro Education**



**Sushant Mallya
General Manager – Human Resource**

I agree to the above terms & conditions _____ Dated _____

Jaro Institute of Technology Management and Research Limited

Registered Office : 11th Floor, Vikas Centre, Dr. C. G. Road, Near Basant Theatre, Chembur (E), Mumbai - 400 074, India

CIN: U80301MH2009PLC193957 | Tel: +91-22-61439700 | www.jaro.in | Email: comp@jaro.in





Offer Letter

Name: Mehar Ali Sabri

Date: Wednesday, September 2, 2020

Dear Mr. **Mehar Ali Sabri**,

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an appointment with Think and Learn Private Limited ("**Company**"), on the following terms and conditions:

1. **Date of Joining & Work Location:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **Tuesday, September 8, 2020**. Your work location would be **Ranchi / Bangalore** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

2. **Term:** The term of this Agreement would be for a period of 2 months (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of Clause 11 of this Agreement.

3. **Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-employment screening activities (including background verification and criminal history check).

4. **Offer of permanent position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training and also subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be

done with a compensation of 10LPA (7LPA fixed + 3LPA variable) for the role of BDA - Direct Sales or 8 LPA (5 LPA fixed + 3 LPA variable) for the role of BDA - Inside Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

5. Department, Designation & Reporting Manager:

Department : Business Development (51000000)
Designation : Business Development Trainee - Sales
Reporting Manager : Aakash Kapoor (TNL21818299)
Role Location : Ranchi / Bangalore
BDT Training Location : Byjus - Bangalore

The two months training will be conducted out of BDT Training Location. Upon successful completion of the training and post your conversion, you will be posted in the Role Location.

6. Cost to the Company: Your compensation is INR 25000 per month. You are also eligible for a performance pay up to INR 2,00,000/- based on your individual targets and performance numbers during your 2 months training period.

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

- (a) Provident Fund;
- (b) Income tax deducted at source at the rates applicable;
- (c) Employment / professional taxes;
- (d) Dues to Company including loans and advances; or
- (e) Any other applicable statutory deductions

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

8. Expense Reimbursement: In addition to the aforementioned salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

9. **Company Policies:** You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

10. **Leaves:** You will be entitled to get 1 casual leave/sick leave per month. Employees whose date of joining service falls between 1st to the 15th of a month are entitled to get the leave credit for that month. Employees whose date of joining service falls between 16th to the end of the month are not entitled for the leave credit for that month.

11. **Absence from duty:** When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee has to report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 4 days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

12. **Termination:** Subject to Clause 2, your services may be terminated in the following manner:

a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.

b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door

and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

13. Confidential Information: As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall at all times be bound by the provisions laid therein.

14. Intellectual Property Rights: All the intellectual property rights in the material developed by you, class material and related documents shall at all times remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title and interest over such intellectual property rights.

15. Indemnity: You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

16. General Provisions:

- a. You are required to devote your entire time, attention and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate or pass any information in any form, related to any aspect of the Company to anyone outside the Company.
- b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall at all times deal with the Company's money, material and documents with utmost honesty and professional ethics.
- c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.
- d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.
- e. You will keep the Company informed of any change in your residential address, your family status or any other personal particulars relevant to your employment, as and when the change occurs.
- f. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.
- g. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.
- h. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.
- i. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes any and all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.
- j. All disputes arising herein shall be governed by the laws of India and the jurisdiction

to entertain and try such dispute shall vest exclusively in the courts of Bangalore, Karnataka.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction and opportunity in your association with the Company.

You are requested to carry the below mentioned documents on your joining date

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

Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

Accept Job Offer by signing below

Signature:

This is system generated offer letter and does not require authorized signature.



#335, 1st Floor, 2nd Cross ,
Nanjappa gardens,
Babusapalya chelekere,
Bangalore-560043



Email: reachus@edulifeindia.com,
edulife.india2@gmail.com.

Phone No: 080-41714673

Website: www.edulifeindia.com

GST NO: -29AAFFE1715M1ZA

Date:07-09-2020

Ref: EIB/OL048/2020

OFFER LETTER

Dear **Rahul R**,

We are pleased to inform you that you have been selected for the position of “**Professional Trainee Engineer**” “with Employee Id- **EIB0128**” in our office.

Edulife India is offering a full time position for you as **Professional Trainee Engineer**, reporting to manager at regional office Bangalore, Karnataka. Expected hours of work are six days of week and eight hours of work.

In this position, Edulife India is offering to start you at a pay rate of **CTC: Rs. 2.7 Lakhs** per annum with time to time incentive/bonus as per the performance. The Pay scale mention above will be increased as per the performance of the employee every half year.

A detailed appointment letter would be given on the date you report for work. All the rules and regulations governing **EDULIFE INDIA** should be maintained.

Please bring a photocopy of the following documents at the time of joining:

1. Educational & Professional Certificates
2. Relieving Letter from Previous Employer (if any)
3. Experience Certificate
4. Two Passport-Sized Photographs

We request you to sign a copy of this letter as a token of your acceptance of the above terms.

We look forward to you becoming a part of the **EDULIFE INDIA** family.

For, **EDULIFE INDIA**

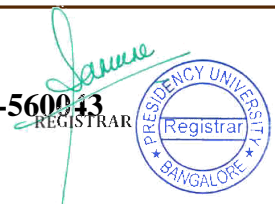
Mr. Thokchom Sanju Singh
Director
Edulife India, Bangalore

Candidate Signature

Mr. Rahul R

HEAD OFFICE BANGALORE:

#335, 1st Floor, 2nd Cross, Nanjappa Gardens, Babusapalya, Bangalore-560043



#335, 1st Floor, 2nd Cross ,
Nanjappa gardens,
Babusapalya chelekere,
Bangalore-560043



Email: reachus@edulifeindia.com,
edulife.india2@gmail.com.

Phone No: 080-41714673

Website: www.edulifeindia.com

GST NO: -29AAFFE1715M1ZA

Date:07-09-2020

Ref: EIB/OL047/2020

OFFER LETTER

Dear **Harshith J**,

We are pleased to inform you that you have been selected for the position of “**Professional Trainee Engineer**” “with Employee Id- **EIB0129**” in our office.

Edulife India is offering a full time position for you as **Professional Trainee Engineer**, reporting to manager at regional office Bangalore, Karnataka. Expected hours of work are six days of week and eight hours of work.

In this position, Edulife India is offering to start you at a pay rate of **CTC: Rs. 2.7 Lakhs** per annum with time to time incentive/bonus as per the performance. The Pay scale mention above will be increased as per the performance of the employee every half year.

A detailed appointment letter would be given on the date you report for work. All the rules and regulations governing **EDULIFE INDIA** should be maintained.


Please bring a photocopy of the following documents at the time of joining:

1. Educational & Professional Certificates
2. Relieving Letter from Previous Employer (if any)
3. Experience Certificate
4. Two Passport-Sized Photographs

We request you to sign a copy of this letter as a token of your acceptance of the above terms.

We look forward to you becoming a part of the **EDULIFE INDIA** family.

For, **EDULIFE INDIA**


Mr. Thokchom Sanju Singh
Director
Edulife India, Bangalore

Candidate Signature

Mr. Harshith J

HEAD OFFICE BANGALORE:
#335, 1st Floor, 2nd Cross, Nanjappa Gardens, Babusapalya, Bangalore-560043



#335, 1st Floor, 2nd Cross ,
Nanjappa gardens,
Babusapalya chelekere,
Bangalore-560043



Email: reachus@edulifeindia.com,
edulife.india2@gmail.com.

Phone No: 080-41714673

Website: www.edulifeindia.com

GST NO: -29AAFFE1715M1ZA

Date:07-09-2020

Ref: EIB/OL045/2020

OFFER LETTER

Dear **Purva Reddy**,

We are pleased to inform you that you have been selected for the position of “**Professional Trainee Engineer**” “with Employee Id- **EIB0126**” in our office.

Edulife India is offering a full time position for you as **Professional Trainee Engineer**, reporting to manager at regional office Bangalore, Karnataka. Expected hours of work are six days of week and eight hours of work.

In this position, Edulife India is offering to start you at a pay rate of **CTC: Rs. 2.7 Lakhs** per annum with time to time incentive/bonus as per the performance. The Pay scale mention above will be increased as per the performance of the employee every half year.

A detailed appointment letter would be given on the date you report for work. All the rules and regulations governing **EDULIFE INDIA** should be maintained.

Please bring a photocopy of the following documents at the time of joining:

1. Educational & Professional Certificates
2. Relieving Letter from Previous Employer (if any)
3. Experience Certificate
4. Two Passport-Sized Photographs

We request you to sign a copy of this letter as a token of your acceptance of the above terms.

We look forward to you becoming a part of the **EDULIFE INDIA** family.

For, **EDULIFE INDIA**

Mr. Thokchom Sanju Singh
Director
Edulife India, Bangalore

Candidate Signature

Ms. Purva Reddy

HEAD OFFICE BANGALORE:
#335, 1st Floor, 2nd Cross, Nanjappa Gardens, Babusapalya, Bangalore-560043



#335, 1st Floor, 2nd Cross ,
Nanjappa gardens,
Babusapalya chelekere,
Bangalore-560043



Email: reachus@edulifeindia.com,
edulife.india2@gmail.com.

Phone No: 080-41714673

Website: www.edulifeindia.com

GST NO: -29AAFFE1715M1ZA

Date:07-09-2020

Ref: EIB/OL046/2020

OFFER LETTER

Dear **Koushik**,

We are pleased to inform you that you have been selected for the position of “**Professional Trainee Engineer** “with Employee Id- **EIB0127**” in our office.

Edulife India is offering a full time position for you as **Professional Trainee Engineer**, reporting to manager at regional office Bangalore, Karnataka. Expected hours of work are six days of week and eight hours of work.

In this position, Edulife India is offering to start you at a pay rate of **CTC: Rs. 2.7 Lakhs** per annum with time to time incentive/bonus as per the performance. The Pay scale mention above will be increased as per the performance of the employee every half year.

A detailed appointment letter would be given on the date you report for work. All the rules and regulations governing **EDULIFE INDIA** should be maintained.

Please bring a photocopy of the following documents at the time of joining:

1. Educational & Professional Certificates
2. Relieving Letter from Previous Employer (if any)
3. Experience Certificate
4. Two Passport-Sized Photographs

We request you to sign a copy of this letter as a token of your acceptance of the above terms.

We look forward to you becoming a part of the **EDULIFE INDIA** family.

For, **EDULIFE INDIA**

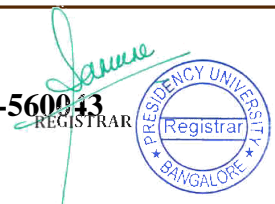
Mr. Thokchom Sanju Singh
Director
Edulife India, Bangalore

Candidate Signature

Mr.Koushik

HEAD OFFICE BANGALORE:

#335, 1st Floor, 2nd Cross, Nanjappa Gardens, Babusapalya, Bangalore-560043





OFFER LETTER

Ms. Varnika V

Date: Tuesday, June 30, 2020

Welcome to BYJU'S!

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

We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
Date of Joining: Friday, July 3, 2020
Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
Variable Compensation: 100000 INR

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

1. Provident Fund
2. Income tax deducted at source at the rates applicable
3. Employment/Professional taxes

4.Dues to company including loans and advances

5.Or any other applicable statutory deductions

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

1.You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.

2.You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.

3.You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

You are requested to join the services of the Company not later than **Friday, July 03, 2020**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing. Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.

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

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

Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

Accept Job Offer by signing below

Signature:

This is system generated offer letter and does not require authorised signature.



Annexure A

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

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

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

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

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

Annexure B

1. 10th Mark sheet
2. 12th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Degree Certificate
5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card

9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:



OFFER LETTER

Mr. Raj S

Date: Tuesday, June 30, 2020

Welcome to BYJU'S!

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

We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
Date of Joining: Friday, July 3, 2020
Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
Variable Compensation: 100000 INR

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

1. Provident Fund
2. Income tax deducted at source at the rates applicable
3. Employment/Professional taxes

4.Dues to company including loans and advances

5.Or any other applicable statutory deductions

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

1.You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.

2.You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.

3.You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

You are requested to join the services of the Company not later than **Friday, July 03, 2020**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing. Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.

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

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

Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

Accept Job Offer by signing below

Signature:

This is system generated offer letter and does not require authorised signature.



Annexure A

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

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

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

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

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

Annexure B

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2. 12th Mark sheet
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7. Pan Card
8. Aadhaar Card

9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:

Sanna
REGISTRAR
REGISTRAR
REGISTRAR
BANGALORE



OFFER LETTER

Mr. Yaseer Arafath

Date: Tuesday, June 30, 2020

Welcome to BYJU'S!

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

We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
Date of Joining: Friday, July 3, 2020
Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
Variable Compensation: 100000 INR

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

1. Provident Fund
2. Income tax deducted at source at the rates applicable
3. Employment/Professional taxes



4.Dues to company including loans and advances

5.Or any other applicable statutory deductions

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

1.You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.

2.You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.

3.You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

You are requested to join the services of the Company not later than **Friday, July 03, 2020**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing. Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.

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

Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

Accept Job Offer by signing below

Signature:

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Annexure A

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

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

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Annexure B

1. 10th Mark sheet
2. 12th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Degree Certificate
5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card

9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:

Sanna

REGISTRATION REGISTRY
REGISTRY UNIVERSITY
BANGALORE

Page 4 of 4



OFFER LETTER

Ms. Pallavi Reddy G

Date: Tuesday, June 30, 2020

Welcome to BYJU'S!

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

We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
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Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
Variable Compensation: 100000 INR

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Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

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12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:



OFFER LETTER

Ms. Archana Reddy Y

Date: Tuesday, June 30, 2020

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We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
Date of Joining: Friday, July 3, 2020
Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
Variable Compensation: 100000 INR

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Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

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Signature:

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11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:



OFFER LETTER

Ms. Divya G V

Date: Tuesday, June 30, 2020

Welcome to BYJU'S!

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

We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
Date of Joining: Friday, July 3, 2020
Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
Variable Compensation: 100000 INR

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Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

Accept Job Offer by signing below

Signature:

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12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:



OFFER LETTER

Mr. Ajay Singh

Date: Tuesday, June 30, 2020

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

We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
Date of Joining: Friday, July 3, 2020
Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
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Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

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13. Current/Last company's last three months' payslip(Only for experienced candidate)

Signature:



OFFER LETTER

Mr. Chetan

Date: Tuesday, June 30, 2020

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We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
Date of Joining: Friday, July 3, 2020
Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
Variable Compensation: 100000 INR

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Think & Learn Pvt. Ltd.

Human Resource

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Signature:



OFFER LETTER

Ms. Snehapriya

Date: Tuesday, June 30, 2020

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We are pleased to offer you the position of Renewals Specialist on following terms and conditions:

Offer Details:

Designation: Renewals Specialist
Department: User Experience (51000011)
Sub Department: Mentoring
Employment Type: Regular
Date of Joining: Friday, July 3, 2020
Role Location: IBC Knowledge Park, Bangalore

Compensation Details:

CTC per Annum:-

Fixed Compensation: 500000 INR
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