

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

KORA RAVINDRA MANIKANTA
Presidency University,
Bangalore.

Dear KORA RAVINDRA MANIKANTA,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

SURENDRA KUMAR
Presidency University,
Bangalore.

Dear SURENDRA KUMAR,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

MOIN KHAN
Presidency University,
Bangalore.

Dear MOIN KHAN,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 13/02/2021

PRAVEEN KUMAR V
Presidency University,
Bangalore.

Dear PRAVEEN KUMAR V,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI)(Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment's and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258
Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com

James
REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258
Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

RAGHAVENDRA K
Presidency University,
Bangalore.

Dear RAGHAVENDRA K,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

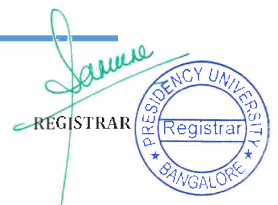
Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

HANUMANTHARAYA D
Presidency University,
Bangalore.

Dear HANUMANTHARAYA D,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

ASIM KHAN
Presidency University,
Bangalore.

Dear ASIM KHAN,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

SANJAI VARGHESE
Presidency University,
Bangalore.

Dear SANJAI VARGHESE,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



1/17, 2nd Floor, Ceebros Arcade, 3rd Cross St.,
Kasturba Nagar, Adyar, Chennai - 600 020.

Phone : +91-44-2441 1904
+91-44-4215 2280

www.saeindia.org

Date:17.02.2021

Appointment Order

To,

Mr.S.S.Dhanush,

S/O.Mr.Suresh SM,

SHIVKOTE POST,

Bangalore North Tq,

HESARAGHTTA HOBALI,

Shivakote, Bangalore -560089.



Dear Mr.Dhanush,

Further to your interview at the SAEINDIA held on 10.02.2021, we are pleased to offer you an appointment as **Graduate Engineering Trainee** in our society at Bangalore Section with the effect from the date on which you join duty as per our standard terms and conditions of Appointment.

As per your request, we consider your appointment,

1. On full time basis from 1st March 2021.You will be paid a stipend of Rs.15,000/- per month and local conveyance of Rs.1000/- and there will be no other emolument.
2. This position is on contract basis for one year and based on your performance, we may consider you for a permanent position. You will be Reporting to Mr.Rakesh Bidre, Secretary, Bangalore Section.
3. The copy of the degree certificate has to be submitted after the course completion.

All other terms and conditions and code of conduct of SAEINDIA will apply.

For SAEINDIA


K.Venkataraj
(Deputy Director General)



1/17, 2nd Floor, Ceebros Arcade, 3rd Cross St.,
Kasturba Nagar, Adyar, Chennai - 600 020.

Phone : +91-44-2441 1904
+91-44-4215 2280

www.saeindia.org

Date:17.02.2021

Appointment Order

To,

Mr.Dontla Pavan Kumar,
S/O.Mr.Kopala Krishna,
Hoyasala Habitat,Nagenahalli,
Bangalore – 560064.



Dear Mr.Dontla Pavan Kumar,

Further to your interview at the SAEINDIA held on 10.02.2021, we are pleased to offer you an appointment as **Graduate Engineering Trainee** in our society at Bangalore Section with the effect from the date on which you join duty as per our standard terms and conditions of Appointment.

As per your request, we consider your appointment,

1. On full time basis from 1st March 2021.You will be paid a stipend of Rs.15,000/- per month and local conveyance of Rs.1000/- and there will be no other emolument.
2. This position is on contract basis for one year and based on your performance, we may consider you for a permanent position. You will be Reporting to Mr.Rakesh Bidre, Secretary, Bangalore Section.
3. The copy of the degree certificate has to be submitted after the course completion.

All other terms and conditions and code of conduct of SAEINDIA will apply.

For SAEINDIA


K.Venkataraj
(Deputy Director General)



Job Description:

COMPANY:	SAEINDIA
WEBSITE URL:	saeibs.org
REPORTING LOCATION:	SAEINDIA Bengaluru Section, Malleshwaram
MAJOR ASSOCIATES:	ACMA, ARAI, CII, IEE, SAE INTERNATIONAL, SIAM, etc.
MAJOR EVENTS:	BAJA, SUPRA, ITEC, TIFAN, etc.
DATE OF INTERVIEWS:	5th January 2021 (Tuesday)
SELECTION STEPS:	Round 1 Webex Interviews of Resume shortlists Round 2 Webex Final Interviews of Round 1 qualifiers
ELIGIBILITY CRITERIA:	2021 Graduates B. Tech CGPA: 6.5+, No backlogs, Mechanical Engineering
DESIGNATION:	Graduate Engineering Trainee
VACANCIES:	05 to 10 (Tentative)
EXPECTATIONS:	Excellent Coordination Skills (Events /PDPs /Conferences) Excellent Communication Skills in English Knowing Kannada, Tamil, Telugu, Hindi are added advantages Knowledge of Aerospace & Automobile industries
OTHER EXPECTATIONS:	Own Two Wheelers with valid Driving License Residing in Bangalore
CTC / SALARY:	Rs. 16,000 per month during initial 12 months' probation Rs. 2.16 LPA after probation
TENTATIVE JOINING:	January 2 nd week, 2021

Sanne
REGISTRAR Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Offer Letter

Name: M S Srikanth
Presidency University

Dear M S Srikanth,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Monday 26 April 2021**

On the first day of the employment, please report to:

Company Address: JoulestoWatts Business Solutions,
Vaswani Presidio, 6th Floor, Panathur Main Road, Off Outer Ring Road, Kadubeesanahalli,
India

Reporting Time : 9:00 AM

You will be paid a gross annual salary of **Rs. 2,50,000/- (Two Lakhs Fifty Thousand only)**.


Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

JoulestoWatts Business Solutions Pvt. Ltd

3rd floor, Vaswani Presidio
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.



HR Signature

Candidate Signature

JoulestoWatts Business Solutions Private Limited

3rd Floor, Vaswani Presidio, Panathur Main Road,
Off Outer Ring Road, Bangalore, Karnataka- 560103

www.joulestowatts.com

CIN : U74900KA2014PTC076748



EMPLOYMENT AGREEMENT

COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 2,50,000/-** and its composition will be as follows:

Head	Annual	Monthly
Basic Salary	1,25,000.0	10,416.67
House Rent Allowance (HRA)	50,000.0	4,166.67
Stat Bonus	10,412.5	867.71
Medical	7,570.83	630.9
Telephone	12,000.0	1,000.0
Leave Travel Allowance (LTA)	10,416.67	868.06
Gross Earning	2,15,400.0	17,950.0
PF Employer Contribution	21,600.0	1,800.0
PF Employee Contribution	21,600.0	1,800.0
ESIC Employer	7,000.0	583.33
ESIC Employee	3,769.5	314.13
Gratuity	6,000.0	500.0
Net Take Home (Varies depending on Taxes)	1,83,861.0	15,635.88
CTC	2,50,000.0	20,833.33

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.

Joules to Watts Business Solutions Private Limited

3rd Floor, Vaswani Presidio, Panathur Main Road,
Off Outer Ring Road, Bangalore, Karnataka- 560103

www.joulestowatts.com

CIN : U74900KA2014PTC076748



TIME SHEETS:

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

Joules to Watts Business Solutions Pvt. Ltd
SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

STATUTORY BENEFITS:

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

BACKGROUND CHECK:

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

MEDICAL CHECK:

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

NO-SHOW:

Failure to report at the specified office on the **Monday 26 April 2021** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

JOB ROLES & RESPONSIBILITIES:

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

REVIEW PERIOD:

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

ASSIGNMENT:

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

LEAVE:

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

HOLIDAYS:

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

DOCUMENTATION:

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

INDEMNITY:

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

UN-AUTHORIZED ABSENCE:

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

CONFIDENTIALITY & NON DISCLOSURE:

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

Joules to Watts Business Solutions Private Limited

**3rd Floor, Vaswani Presidio, Panathur Main Road,
Off Outer Ring Road, Bangalore, Karnataka- 560103**

www.joulestowatts.com

CIN : U74900KA2014PTC076748



NON COMPETE & NON SOLICITATION:

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

WAIVER:

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

JURISDICTION:

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:

If you wish to leave the services of the Company, a clear written notice of 30 Days days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

TERMINATION BY THE COMPANY:

The company may terminate your services with or without cause under the following conditions:

With Cause:The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

Without Cause: (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 Days days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 Days days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

TERMINATION BY EMPLOYEE:

If you wish to leave the services of the Company, a clear written notice of 30 Days days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

MORAL CONDUCT:

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

ALTERNATIVE EMPLOYMENT:

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

COMPANY PROPERTIES IN YOUR POSSESSION:

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

CHANGE OF ADDRESS:

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless other wise intimated in writing by you. Communications addressed to you at the above address shall deem to have been duly served.

CODE OF CONDUCT:

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

PLACE OF EMPLOYMENT AND TRANSFER:

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.

Joules to Watts Business Solutions Private Limited

**3rd Floor, Vaswani Presidio, Panathur Main Road,
Off Outer Ring Road, Bangalore, Karnataka- 560103**

www.joulestowatts.com

CIN : U74900KA2014PTC076748



PROBATION:

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

DECLARATION:

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

	April 26, 2021 ----- Date
Signature	



Joules to Watts Business Solutions Private Limited

3rd Floor, Vaswani Presidio, Panathur Main Road,
Off Outer Ring Road, Bangalore, Karnataka- 560103

www.joulestowatts.com

CIN : U74900KA2014PTC076748





February 15, 2021

Mr. Fardeen Khan S
Bangalore

Dear Ms. Fardeen,

I am very pleased to extend the following offer of employment as **Customer Service Trainee, Gensuite Software Systems & Services (GSSS) Private Limited** based in Bangalore, India. You will be under probation for a period of six months from the date of your joining. Your employment with GSSS will be confirmed based on successful completion of your probationary period and your performance during the said period.

In this role, you will work with Subscriber Services & Delivery team to provide on-going functional & application support to business users of Gensuite applications, provide user training & develop detailed application documentation, liaison with product developers to ensure technical compatibility & user satisfaction.

Your compensation and benefits package through GSSS will be as described in the attached ANNEXURE, with an annual total cost to company of Rs. 2,40,000/- and start date of **22nd February 2021**.

This offer is contingent upon:

- (1) Receipt of an email response indicating your formal acceptance of this offer before the close of business on **17th February 2021**.
- (2) Successful background check and employment eligibility verification to be conducted by the Company's representative with your authorization.
- (3) Signed acceptance on/before the start date of GSSS' Intellectual Property and Confidentiality Employee Agreement.

We look forward to your joining our Company and are confident that your background and interests will help us to continue to meet our customers' needs, to grow Gensuite, and enable you to build a rewarding and dynamic career.

Sincerely,
Naveen G V
Managing Director
naveen.gv@gensuitellc.com
Work: +91.80.67659999
Mobile: +91.9900200099

(Continued on page 2)

Offer Letter Contd.

*Mr. Fardeen Khan S
February 15, 2021*

ANNEXURE

	Monthly (in Rs.)	Yearly (in Rs.)
Salary: Cost to Company	20,000	2,40,000
<u>Fixed Components</u>		
Basic	11,000	1,32,000
Conveyance	1,600	19,200
<u>Flexible Components</u>		
HRA	3,200	38,400
Medical	500	6,000
Special Allowance	2,125	25,500
<u>Retirals</u>		
Provident Fund	1,575	18,900
Total CTC	20,000	2,40,000

Notes

1. Hospitalization insurance for self and immediate family (i.e., spouse and children) up to Rs. 2,00,000 per family per year.
2. Life insurance benefit of Rs.5,00,000.
3. Gratuity @15 days salary for every completed year of service, on completion of 5 years of service (or as per Government regulations)
4. During your probationary period, you will be eligible to avail 1 day leave for every month of service completed.



February 15, 2021

Ms. Priyanka HS
Bangalore

Dear Ms. Priyanka,

I am very pleased to extend the following offer of employment as **Customer Service Trainee, Gensuite Software Systems & Services (GSSS) Private Limited** based in Bangalore, India. You will be under probation for a period of six months from the date of your joining. Your employment with GSSS will be confirmed based on successful completion of your probationary period and your performance during the said period.

In this role, you will work with Subscriber Services & Delivery team to provide on-going functional & application support to business users of Gensuite applications, provide user training & develop detailed application documentation, liaison with product developers to ensure technical compatibility & user satisfaction.

Your compensation and benefits package through GSSS will be as described in the attached ANNEXURE, with an annual total cost to company of Rs. 2,40,000/- and start date of **22nd February 2021**.

This offer is contingent upon:

- (1) Receipt of an email response indicating your formal acceptance of this offer before the close of business on **17th February 2021**.
- (2) Successful background check and employment eligibility verification to be conducted by the Company's representative with your authorization.
- (3) Signed acceptance on/before the start date of GSSS' Intellectual Property and Confidentiality Employee Agreement.

We look forward to your joining our Company and are confident that your background and interests will help us to continue to meet our customers' needs, to grow Gensuite, and enable you to build a rewarding and dynamic career.

Sincerely,
Naveen G V
Managing Director
naveen.gv@gensuitellc.com
Work: +91.80.67659999
Mobile: +91.9900200099

(Continued on page 2)

Offer Letter Contd.

*Ms. Priyanka HS
February 15, 2021*

ANNEXURE

	Monthly (in Rs.)	Yearly (in Rs.)
Salary: Cost to Company	20,000	2,40,000
<u>Fixed Components</u>		
Basic	11,000	1,32,000
Conveyance	1,600	19,200
<u>Flexible Components</u>		
HRA	3,200	38,400
Medical	500	6,000
Special Allowance	2,125	25,500
<u>Retirals</u>		
Provident Fund	1,575	18,900
Total CTC	20,000	2,40,000

Notes

1. Hospitalization insurance for self and immediate family (i.e., spouse and children) up to Rs. 2,00,000 per family per year.
2. Life insurance benefit of Rs.5,00,000.
3. Gratuity @15 days salary for every completed year of service, on completion of 5 years of service (or as per Government regulations)
4. During your probationary period, you will be eligible to avail 1 day leave for every month of service completed.



WeWork, Vaishnavi Signature,
Marthahalli, Sarjapur Outer
Ring Rd, Bellandur
Bangalore, Karnataka, 560103
support@Codeyoung.com
+919971734778

Employment Offer and Employment Agreement

10th March 2021,

Dear Somisetty Nikhil Sai,

Further to your recent interview, conditional on and subject to no adverse findings arising from any of the employee background verification checks, required to be carried out by the Organization, I am pleased to offer you the following employment with Codeyoung. This offer letter upon written acceptance by you shall be deemed as Employment Agreement. Your date of joining is **1st April, 2021**

1. BACKGROUND CHECKS AND REFERENCE CHECKS

During the term of your employment, you may also be subject to the same / similar / other background verification checks being repeated at such intervals as may be determined solely by the Company. In the event that there are any adverse findings that arise during the course of or as a result of such background verification checks, you may be subject to disciplinary proceedings up to and including but not limited to termination of your employment.

For the purpose of obtaining your present employer's reference, you agree that your written acceptance will constitute your permission to write for reference checks.

2. Probation/Training

You will be on probation/training for a period of 2 months during which your performance shall be reviewed by the Company. The stipend during the probation/training is INR 15000/month (Fifteen Thousand per month) In case of unsatisfactory performance your probation/training may be ended or extended subject to additional conditions. Upon successful completion of probation/training period by without any extension and by meeting the expected targets you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by Company.

JOB TITLE: Inside Sales Executive

As a term of your employment from time to time you may be required to undertake such other duties as may be commensurate with the business needs in the Company.

3. COMPENSATION

Your remuneration shall be as per Annexure titled “Compensation”

Salary is subject to Income Tax and other statutory deductions and will be paid into a bank account indicated by you.

You will receive a monthly pay statement detailing gross pay and deductions. Any subsequent changes to your salary will be highlighted on that statement.

Periodically your performance will be reviewed. If a performance award (bonus) is applicable, it will usually be paid subject to your performance appraisal, ratings and company performance and other such criteria at payout intervals determined by the Company.

In the event of an Income tax liability or any other tax liability or any statutory charges arising as a result of your employment with the Company, these will be borne by yourselves and Company shall in no event be liable for payment of these taxes or any other charges of this nature for the period of your employment or after cessation of your employment with Company.

4. SALARY REVISIONS

The Company may undertake periodic review of salaries, and will notify of any amendments, which are to be applied. Such reviews will take due consideration of, amongst other things, inflationary, deflationary, market and other economic pressures impacting the company and the staff.

5. DEDUCTIONS FROM PAY

When your employment ends, if the number of annual leaves you have taken exceed your entitlement, an appropriate deduction will be made from your full and final payout. Any leave balance outstanding in your name may be encashed subject to the Leave encashment Policy applicable. If you are summarily dismissed, or you leave the Company without giving due notice under your contract of employment, your entitlement to holiday pay ends with the date of termination.

6. HOURS OF WORK

Your usual working hours shall be 11:00 am to 9:00 pm, however in interest of business such hours may be extended. The lunch break hour shall be 01:00 pm to 2:00 pm. Work days are from Tuesday to Sunday, with Monday being a week off. The timings and work days are subject to change based on the management's decision.

7. ADDITIONAL HOURS

Subject to your role qualifying for overtime under applicable statutory provisions, if occasions arise when you may be required to work additional hours beyond normal hours.

8. PLACE OF WORK AND MOBILITY

Your usual location of work will be **Bangalore**. However, you may be required from time to time to work at or from any office or location of the Company or within different companies affiliated to Codeyoung. A change of your place of residence may be required from time to time and you may be transferred from one city to another for business needs of the Company. In case of transfer, your transfer shall be subject to Relocation Policy.

9. RETIREMENT

Normal retirement in the company is at age 58. Your employment will terminate automatically at the end of the month in which your 58th birthday occurs, unless you are otherwise advised by individual notice. You may also be retired earlier if found to be medically unfit or suffer any other incapacity that may impact the effective performance of your services.

10. RULES AND REGULATIONS

Codeyoung, is a business based on integrity and mutual trust. In order to maintain and safeguard the trust and confidence of customers and the public certain ethical principles and standards of conduct have to be maintained.

In addition to any requirement under the Code of Conduct , you are also required as a condition of continued employment to disclose to Codeyoung immediately and without any delay, any instance of you being arrested or charged or convicted of any criminal offence(s) and / or being declared bankrupt during the course of your employment. Failure to disclose such information may result in disciplinary proceedings up to and including but not limited to termination of employment .

Other specific rules and regulations will be notified by the Company from time to time. Policies, Code of Conduct, rules and regulations may be amended from time to time. You are required to keep yourself updated of such changes

11. CONFIDENTIALITY

As a condition of employment, you are required to sign and return the Non-Disclosure Agreement in Annexure that pledges confidentiality on all business matters appertaining to the Codeyoung, its subsidiaries, the company, and its customers. A breach of confidentiality is a material breach and may result in disciplinary proceedings including but not limited to injunction, termination of employment or claims of damages.

12. PROTECTION OF PERSONAL DATA

The Codeyoungadopts industry standard software for maintenance of employee and customer data and Personal data of employees and customer data. Such data may be processed for human resources administration purposes, including payroll administration, career development, performance and health and safety administration and such business and operational needs. In order to process your personal data, the Company needs your consent. A format of such consent is enclosed with this letter. We request you to read and confirm your consent and return the Consent to us. Access to information systems and your personal data will be protected in accordance with our standard practices.

13. USE OF SOFTWARE AND SYSTEMS ACCESS

You are required to follow policies, rules and procedures laid down by the Company in this letter and those subsequently notified by the Company

14. DATA PROTECTION

Under the Company's policies, you have a responsibility to ensure that all personal data, confidential information you process or possess, is kept protected. Unauthorized disclosure of personal data of any one, yourself, your colleagues, vendors or customers is a material breach and may result in disciplinary action including but not limited to termination of employment and other actions as may be necessary under the applicable laws governing data protection. Therefore, you must ensure that you do the following in addition to all other guidance regarding data protection you may receive from the Company from time to time:

- Do not disclose personal data without authority

- Do not access information or systems not directly relevant to each task
- Do not treat personal data carelessly
- lock all printouts away when not in use
- Do not disclose your computer password to any unauthorized person.

Under the Company's policies, it is important that the Company's internal, restricted or highly restricted personal records are maintained as accurately as possible. Hence, you must notify the Company in writing of any change in your personal circumstances, such as your address, marital status, birth of children, attainment of professional qualifications, and so forth.

15. TERMINATION OF YOUR EMPLOYMENT BY THE COMPANY

Post confirmation, except where your employment is terminated on the grounds of misconduct, breach of employment terms or policies, breach of laws, you are entitled to a prior notice of termination of **1 month** from the Company, or pay in lieu of notice period.

In the event of misconduct, breach of policies, Code of Conduct, involvement in any criminal activity of sexual harassment incident or similar such reasons, the notice period of one month shall not apply and services may require to be terminated at shorter notice.

Notice of Termination may be handed to you personally, by email or sent to your last recorded address. The Company reserves the right to ask that you no longer work at your office location for the duration of your notice period in case circumstances so require.

16. TERMINATION OF EMPLOYMENT BY YOU

During probation, you are required to give the company at least one calendar months' notice in writing. Post confirmation, you are required to give the company a minimum of **2 months'** notice in writing. Where notice period as per terms of employment is not served, pay in lieu of notice period would be reduced from the final settlement dues to the employee. Upon immediate termination of employment by you, you will have to compensate by paying up to an amount equal to 2 month's salary to the Company in lieu of the notice period.

17. A RETURN OF ASSETS UPON END OF YOUR ENGAGEMENT

You shall immediately return all computers, software, access cards, work deliverables, completed or work in progress and any other Codeyoung provided property upon your end of employment. You shall not make any copies of work products or software or retain any

of Codeyoung assets in your possession after your employment with Codeyoung comes to an end. You understand that a breach of this obligation entitles Codeyoung to take civil and criminal actions as applicable for recovery of its assets.

18. INTELLECTUAL PROPERTY RIGHTS IN DELIVERABLES

In consideration of your employment, you agree and hereby assign all intellectual property rights copyrights, patents, trademarks, design rights or any other proprietary right and moral rights assignable to Codeyoung in all deliverables you create in the course of your employment including but not limited to software codes, reports, algorithms, analysis etc. You shall not retain any copies of the same in your personal computer or mail systems. You understand that intellectual property is a vital asset for Codeyoung and any wrongful disclosure or handling of the

same shall result in irreparable loss and injury to Codeyoung and allow Codeyoung to prosecute a legal action, claim damages or injunctions. You shall not use third party's proprietary material or their intellectual property without appropriate authorisations and licenses to produce your work deliverables for Codeyoung.

19. INDEMNIFICATIONS

You understand that breaching actions of yours such as breach of confidentiality, breach of applicable laws, breach of data protection obligations, breach of intellectual property rights may cause Codeyoung financial, reputational or goodwill loss, hence you shall at all times

indemnify Codeyoung, its directors, third parties and employees from and against any claims, losses or damages arising from your breaches or unlawful activities.

20. NON -SOLICITATION

You shall not directly or indirectly induce, influence, coerce, solicit away any of Codeyoung's customers or employees. This restriction applies during your tenure with Codeyoung and for a duration of two years after termination of your engagement with Codeyoung, regardless of the reason for termination of your engagement with Codeyoung.

21. AMENDMENTS

The Company reserves the right to amend the terms and conditions related to employment, the policies, the rules and regulations applicable to employees. Such changes would be communicated through an internal communication to the employees at large. Such changes



shall be deemed to be part of your employment conditions. All enclosures herewith are deemed part of your employment agreement with the Company.

22. EXCLUSIVE JURISDICTION

Your employment and conditions of employment are exclusively governed by the laws of India and the courts of Bangalore shall have the exclusive jurisdiction on any dispute arising on matters related to your employment.

23. SEVERABILITY

If any part of this agreement is held invalid, void or unenforceable, the remainder of the terms shall continue to be fully enforceable minus the portion which is not enforceable.



CONFIRMATION OF ACCEPTANCE

We request you to complete and return the copy of this letter as a token of written acceptance of this offer. If we do not receive a written acceptance as above from you within 3 days from the date of this letter, we shall assume that you do not wish to take up this offer of employment and our offer will lapse automatically. We sincerely hope that you will accept this appointment and look forward to having you onboard.

Yours sincerely,

Shailendra Dhakad

Director

Codeyoung



HR 2.01 E5 -- Acceptance of Software and Systems usage.

To

Codeyoung

("Thecompany")

The Company forbids the use of unauthorized software on any company equipment or the use of authorized software on any personal or non-company issued equipment. The Company forbids unauthorized access, or any unauthorized attempt to access, any data maintained on any computer systems.

Unauthorized software comprises any software that is not on the Codeyoung IT list of approved software or which has not been procured via the authorized procurement channels and includes any unsolicited software, demonstration software that has not been previously checked by Codeyoung IT security or an authorized agency of Codeyoung IT security, and any software that is delivered in such a way that it may have been tampered with.

Unless the prior specific approval of senior management is obtained, the use of unauthorized software on Company equipment or other breach of the above will be viewed as gross misconduct and an extremely serious violation of the Company's regulations, which may lead to disciplinary action including but not limited to termination , or other appropriate action as necessary by the Company.

I confirm that I have read and understood the above conditions on the use of unauthorized software and systems. I also understand that the Company may from time to time notify amendments or additional conditions or Policies governing access, use and protection of data, systems and software and I agree to abide by them in full compliance thereof.

Name:

Date:

Signature:

HR 2.01 F6 – Data Protection Declaration

To: Codeyoung (“Codeyoung”)

1. I, the undersigned, make this declaration in my capacity as an employee of Codeyoung, and as a condition of being assigned by Codeyoung to perform certain services for Codeyoung and any of its direct or indirect subsidiaries (individually a “Data Controller” and together the “Data Controllers”).

2. I hereby and solemnly undertake that I will at all times maintain strict confidentiality with regard to, and will not for my own or anyone else’s use (whether for profit or not) make copies of or notes about, any and all matters of a confidential nature or the Personal Data of anyone including but not limited to name, age, preferences, medical or health status or any other information which is reasonably deemed Personal in nature or deemed personal data by law concerning any of the Data Controllers, their customers, the state of their accounts or any other matter relating to the affairs of a Data Controller and its customers except where required by law to disclose such information or with the prior written permission of the Data Controller or the person to whom any duty of confidentiality is owed. Should I be required by law to make such a disclosure, I shall so far as lawful promptly inform the Codeyoung of such a requirement.

3. I undertake to deliver up to Codeyoung all and any records in any medium which I may hold at the end of my assignment in performing services for any of the Data Controllers.

4. I hereby confirm that I have read or viewed, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, the following rules or requirements (as the same may be amended from time to time):

5. Codeyoung policies and standards concerning Information Technology and Information Technology Security.: In this respect I understand that the loading or use of software not supplied and authorized by Codeyoung on Codeyoung computer systems and/or the loading or use of Codeyoung Group's software on any other equipment is strictly forbidden;

- a. Codeyoung staff training video on data protection;
- b. Security procedures specific to the building where I am to carry out my assignment; and
- c. Codeyoung staff handbook.

6. I also confirm that I shall read or view, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, any other rules or requirements (whether in relation to the data protection legislation referred to in paragraph 4(b) above or otherwise) advised to me by Codeyoung.

I confirm that I have read and understood the above conditions . I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



DECLARATION OF ABSENCE OF PROCEEDINGS

I hereby confirm that:

I have never been convicted of a criminal offence involving fraud or dishonesty; and

I have never been declared bankrupt.

Signed _____

Name _____

Codeyoung Dept. / Job title_

Date _____

INFORMATION SYSTEMS USAGE - TERMS AND CONDITIONS

1. Usage of or access to the Internet, computer and software 'equipment' wherever situated in Codeyoung premises or those made available by Codeyoung, its customers or business partners is to be conducted in a business-like and professional manner. Use of Email and computer systems are provided for Codeyoung's business matters only. Any breach is subject to disciplinary procedure, up to and including revocation of access privileges and termination of employment.

Internet and Email access is not to be used for the following purposes, which are expressly forbidden: solicitation of correspondence unrelated to business activities, illegal, libellous or offensive messages, prejudice or harassment whether racial, sexual or of any other kind, action prejudicial to another's business, his reputation or his Internet access (flaming, spamming etc.), for download of pornography, games software or other salacious or frivolous material, for obtaining or purchasing executable (exe) software without specific prior approval or video, audio or music material, nor for participation in news - groups, use-groups or chat-rooms, nor for issuance of any form of formally unauthorized business advice.

2. No legal commitment by Email on behalf of any member of Codeyoung, or for the conclusion of any form of commercial contractual agreement; nor for communication of any advertising/marketing material without prior approval of an authorized person must be made.

3. The user shall respect and abide by all applicable laws, including confidentiality, copyright and data protection laws. In particular the user must not copy or transmit to third parties the works of others without their permission as this may infringe copyright.

4. Hard copies must be taken of any electronic mail messages which need to be retained for regulatory or other legal purposes, as advised by the Compliance function. Comment – Codeyoung Management to assess if they like to retain this practice.

5. The user must not import files or messages without ensuring that they have first been scanned for viruses.

6. The user will bear in mind at all times that electronic mail messages, however confidential or damaging, may have to be disclosed in court proceedings or investigations.

7. Codeyoung is entitled at any time to examine the computer systems and/or download details of and/or monitor any usage of any kind by the user of the Internet including, without limitation, any Email messages, whether or not created by the user, the content of any pages downloaded and any mechanisms which record the user's use of the Internet.



I Somisetty Nikhil Sai,

The user acknowledges receipt of the above conditions (which I have read and understood). I accept, and agree to comply with, all the matters referred to in them. I understand that failure to do so may result in disciplinary action against me. I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



HR 2.01 F10 – Data Consent Form

Personal data - Consent

In consideration of being evaluated for employment by Codeyoung, for purposes of pre - employment, during employment and post-employment processing of my personal data

I hereby expressly agree and consent as follows:

Codeyoung or its authorized agents or service providers or third parties including platforms or aggregators may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks. In this regard, Codeyoung may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

I understand and agree that:

My personal information/data may be processed, analysed and accessed by or on behalf of Codeyoung by third parties whether based in India or other locations, where there may be less stringent data protection laws than in India.

Codeyoung shall protect my Personal Data in accordance with the applicable laws by using industry standard security and protection protocols.

At any time Codeyoung or its authorized agents or service providers may request, collect, process and disclose my personal information/data for processing my salary, health insurance, employee benefits, for employment or other intranet or internet portals or platforms and other such operations lawfully necessary.

Date:

Signature:

Name

HR 2.01 F10 – Data Consent Form

THE CTC PROVIDED BY THE COMPANY WILL BE **INR 7,00,000 per annum**. INR 4,00,000 is fixed (per annum) and INR 3,00,000 is the variable (per annum). The variable is based on the performance (achieving the revenue targets) and is paid out on a quarterly basis as per the existing incentive structure at that point in time.

Full Breakdown of fixed CTC will be given below

- Subject to deductions for Employee’s contribution to PF, Professional Tax, Income Tax and other statutory deductions that may be applicable
- EPFO guidelines for International Worker applicable.
- Any other relevant Compensation & Benefits related matter shall be governed by the service rules and policies in force and applicable from time to time.
- As per IT Act, it is mandatory for all individuals working in India whose receipts are subject to deduction of tax at source (the deductee) to furnish his/ her PAN details to the deductor (Company), failing which the deductor (Company) w.e.f. April 2010 will deduct Tax at Source at rates higher than normal as per norms.

S.No.	Salary	Annual	Monthly
1	Basic Salary	₹240,000	₹20,000
2	House Rent Allowance	₹112,608	₹9,384
3	LTA	₹12,000	₹1,000
4	Special Allowances	₹12,000	₹1,000
	Gross Salary	₹376,608	₹31,384
C	Employer Contribution to PF	₹23,400	₹1,950
A	Fixed CTC	₹400,008	₹33,334
	Deductions		
1	Professional Tax	₹2,400	₹200
2	Provident Fund	₹21,600	₹1,800
B	Total Deductions	₹24,000	₹2,000
A – B- C	Net Salary	₹352,608	₹29,384

With regards,

Shailendra Dhakad
Director
Codeyoung



WeWork, Vaishnavi Signature,
Marthahalli, Sarjapur Outer
Ring Rd, Bellandur
Bangalore, Karnataka, 560103
support@Codeyoung.com
+919971734778

Employment Offer and Employment Agreement

10th March 2021,

Dear Akshay kumar S,

Further to your recent interview, conditional on and subject to no adverse findings arising from any of the employee background verification checks, required to be carried out by the Organization, I am pleased to offer you the following employment with Codeyoung. This offer letter upon written acceptance by you shall be deemed as Employment Agreement. Your date of joining is **1st April, 2021**

1. BACKGROUND CHECKS AND REFERENCE CHECKS

During the term of your employment, you may also be subject to the same / similar / other background verification checks being repeated at such intervals as may be determined solely by the Company. In the event that there are any adverse findings that arise during the course of or as a result of such background verification checks, you may be subject to disciplinary proceedings up to and including but not limited to termination of your employment.

For the purpose of obtaining your present employer's reference, you agree that your written acceptance will constitute your permission to write for reference checks.

2. Probation/Training

You will be on probation/training for a period of 2 months during which your performance shall be reviewed by the Company. The stipend during the probation/training is INR 15000/month (Fifteen Thousand per month) In case of unsatisfactory performance your probation/training may be ended or extended subject to additional conditions. Upon successful completion of probation/training period by without any extension and by meeting the expected targets you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by Company.

JOB TITLE: Inside Sales Executive

As a term of your employment from time to time you may be required to undertake such other duties as may be commensurate with the business needs in the Company.

3. COMPENSATION

Your remuneration shall be as per Annexure titled “Compensation”

Salary is subject to Income Tax and other statutory deductions and will be paid into a bank account indicated by you.

You will receive a monthly pay statement detailing gross pay and deductions. Any subsequent changes to your salary will be highlighted on that statement.

Periodically your performance will be reviewed. If a performance award (bonus) is applicable, it will usually be paid subject to your performance appraisal, ratings and company performance and other such criteria at payout intervals determined by the Company.

In the event of an Income tax liability or any other tax liability or any statutory charges arising as a result of your employment with the Company, these will be borne by yourselves and Company shall in no event be liable for payment of these taxes or any other charges of this nature for the period of your employment or after cessation of your employment with Company.

4. SALARY REVISIONS

The Company may undertake periodic review of salaries, and will notify of any amendments, which are to be applied. Such reviews will take due consideration of, amongst other things, inflationary, deflationary, market and other economic pressures impacting the company and the staff.

5. DEDUCTIONS FROM PAY

When your employment ends, if the number of annual leaves you have taken exceed your entitlement, an appropriate deduction will be made from your full and final payout. Any leave balance outstanding in your name may be encashed subject to the Leave encashment Policy applicable. If you are summarily dismissed, or you leave the Company without giving due notice under your contract of employment, your entitlement to holiday pay ends with the date of termination.

6. HOURS OF WORK

Your usual working hours shall be 11:00 am to 9:00 pm, however in interest of business such hours may be extended. The lunch break hour shall be 01:00 pm to 2:00 pm. Work days are from Tuesday to Sunday, with Monday being a week off. The timings and work days are subject to change based on the management's decision.

7. ADDITIONAL HOURS

Subject to your role qualifying for overtime under applicable statutory provisions, if occasions arise when you may be required to work additional hours beyond normal hours.

8. PLACE OF WORK AND MOBILITY

Your usual location of work will be **Bangalore**. However, you may be required from time to time to work at or from any office or location of the Company or within different companies affiliated to Codeyoung. A change of your place of residence may be required from time to time and you may be transferred from one city to another for business needs of the Company. In case of transfer, your transfer shall be subject to Relocation Policy.

9. RETIREMENT

Normal retirement in the company is at age 58. Your employment will terminate automatically at the end of the month in which your 58th birthday occurs, unless you are otherwise advised by individual notice. You may also be retired earlier if found to be medically unfit or suffer any other incapacity that may impact the effective performance of your services.

10. RULES AND REGULATIONS

Codeyoung, is a business based on integrity and mutual trust. In order to maintain and safeguard the trust and confidence of customers and the public certain ethical principles and standards of conduct have to be maintained.

In addition to any requirement under the Code of Conduct , you are also required as a condition of continued employment to disclose to Codeyoung immediately and without any delay, any instance of you being arrested or charged or convicted of any criminal offence(s) and / or being declared bankrupt during the course of your employment. Failure to disclose such information may result in disciplinary proceedings up to and including but not limited to termination of employment .

Other specific rules and regulations will be notified by the Company from time to time. Policies, Code of Conduct, rules and regulations may be amended from time to time. You are required to keep yourself updated of such changes

11. CONFIDENTIALITY

As a condition of employment, you are required to sign and return the Non-Disclosure Agreement in Annexure that pledges confidentiality on all business matters appertaining to the Codeyoung, its subsidiaries, the company, and its customers. A breach of confidentiality is a material breach and may result in disciplinary proceedings including but not limited to injunction, termination of employment or claims of damages.

12. PROTECTION OF PERSONAL DATA

The Codeyoungadopts industry standard software for maintenance of employee and customer data and Personal data of employees and customer data. Such data may be processed for human resources administration purposes, including payroll administration, career development, performance and health and safety administration and such business and operational needs. In order to process your personal data, the Company needs your consent. A format of such consent is enclosed with this letter. We request you to read and confirm your consent and return the Consent to us. Access to information systems and your personal data will be protected in accordance with our standard practices.

13. USE OF SOFTWARE AND SYSTEMS ACCESS

You are required to follow policies, rules and procedures laid down by the Company in this letter and those subsequently notified by the Company

14. DATA PROTECTION

Under the Company's policies, you have a responsibility to ensure that all personal data, confidential information you process or possess, is kept protected. Unauthorized disclosure of personal data of any one, yourself, your colleagues, vendors or customers is a material breach and may result in disciplinary action including but not limited to termination of employment and other actions as may be necessary under the applicable laws governing data protection. Therefore, you must ensure that you do the following in addition to all other guidance regarding data protection you may receive from the Company from time to time:

- Do not disclose personal data without authority

- Do not access information or systems not directly relevant to each task
- Do not treat personal data carelessly
- lock all printouts away when not in use
- Do not disclose your computer password to any unauthorized person.

Under the Company's policies, it is important that the Company's internal, restricted or highly restricted personal records are maintained as accurately as possible. Hence, you must notify the Company in writing of any change in your personal circumstances, such as your address, marital status, birth of children, attainment of professional qualifications, and so forth.

15. TERMINATION OF YOUR EMPLOYMENT BY THE COMPANY

Post confirmation, except where your employment is terminated on the grounds of misconduct, breach of employment terms or policies, breach of laws, you are entitled to a prior notice of termination of **1 month** from the Company, or pay in lieu of notice period.

In the event of misconduct, breach of policies, Code of Conduct, involvement in any criminal activity of sexual harassment incident or similar such reasons, the notice period of one month shall not apply and services may require to be terminated at shorter notice.

Notice of Termination may be handed to you personally, by email or sent to your last recorded address. The Company reserves the right to ask that you no longer work at your office location for the duration of your notice period in case circumstances so require.

16. TERMINATION OF EMPLOYMENT BY YOU

During probation, you are required to give the company at least one calendar months' notice in writing. Post confirmation, you are required to give the company a minimum of **2 months'** notice in writing. Where notice period as per terms of employment is not served, pay in lieu of notice period would be reduced from the final settlement dues to the employee. Upon immediate termination of employment by you, you will have to compensate by paying up to an amount equal to 2 month's salary to the Company in lieu of the notice period.

17. A RETURN OF ASSETS UPON END OF YOUR ENGAGEMENT

You shall immediately return all computers, software, access cards, work deliverables, completed or work in progress and any other Codeyoung provided property upon your end of employment. You shall not make any copies of work products or software or retain any

of Codeyoung assets in your possession after your employment with Codeyoung comes to an end. You understand that a breach of this obligation entitles Codeyoung to take civil and criminal actions as applicable for recovery of its assets.

18. INTELLECTUAL PROPERTY RIGHTS IN DELIVERABLES

In consideration of your employment, you agree and hereby assign all intellectual property rights copyrights, patents, trademarks, design rights or any other proprietary right and moral rights assignable to Codeyoung in all deliverables you create in the course of your employment including but not limited to software codes, reports, algorithms, analysis etc. You shall not retain any copies of the same in your personal computer or mail systems. You understand that intellectual property is a vital asset for Codeyoung and any wrongful disclosure or handling of the

same shall result in irreparable loss and injury to Codeyoung and allow Codeyoung to prosecute a legal action, claim damages or injunctions. You shall not use third party's proprietary material or their intellectual property without appropriate authorisations and licenses to produce your work deliverables for Codeyoung.

19. INDEMNIFICATIONS

You understand that breaching actions of yours such as breach of confidentiality, breach of applicable laws, breach of data protection obligations, breach of intellectual property rights may cause Codeyoung financial, reputational or goodwill loss, hence you shall at all times

indemnify Codeyoung, its directors, third parties and employees from and against any claims, losses or damages arising from your breaches or unlawful activities.

20. NON -SOLICITATION

You shall not directly or indirectly induce, influence, coerce, solicit away any of Codeyoung's customers or employees. This restriction applies during your tenure with Codeyoung and for a duration of two years after termination of your engagement with Codeyoung, regardless of the reason for termination of your engagement with Codeyoung.

21. AMENDMENTS

The Company reserves the right to amend the terms and conditions related to employment, the policies, the rules and regulations applicable to employees. Such changes would be communicated through an internal communication to the employees at large. Such changes



shall be deemed to be part of your employment conditions. All enclosures herewith are deemed part of your employment agreement with the Company.

22. EXCLUSIVE JURISDICTION

Your employment and conditions of employment are exclusively governed by the laws of India and the courts of Bangalore shall have the exclusive jurisdiction on any dispute arising on matters related to your employment.

23. SEVERABILITY

If any part of this agreement is held invalid, void or unenforceable, the remainder of the terms shall continue to be fully enforceable minus the portion which is not enforceable.



CONFIRMATION OF ACCEPTANCE

We request you to complete and return the copy of this letter as a token of written acceptance of this offer. If we do not receive a written acceptance as above from you within 3 days from the date of this letter, we shall assume that you do not wish to take up this offer of employment and our offer will lapse automatically . We sincerely hope that you will accept this appointment and look forward to having you onboard.

Yours sincerely,

Shailendra Dhakad

Director

Codeyoung



HR 2.01 E5 -- Acceptance of Software and Systems usage.

To

Codeyoung

(“Thecompany”)

The Company forbids the use of unauthorized software on any company equipment or the use of authorized software on any personal or non-company issued equipment. The Company forbids unauthorized access, or any unauthorized attempt to access, any data maintained on any computer systems.

Unauthorized software comprises any software that is not on the Codeyoung IT list of approved software or which has not been procured via the authorized procurement channels and includes any unsolicited software, demonstration software that has not been previously checked by Codeyoung IT security or an authorized agency of Codeyoung IT security, and any software that is delivered in such a way that it may have been tampered with.

Unless the prior specific approval of senior management is obtained, the use of unauthorized software on Company equipment or other breach of the above will be viewed as gross misconduct and an extremely serious violation of the Company’s regulations, which may lead to disciplinary action including but not limited to termination , or other appropriate action as necessary by the Company.

I confirm that I have read and understood the above conditions on the use of unauthorized software and systems. I also understand that the Company may from time to time notify amendments or additional conditions or Policies governing access, use and protection of data, systems and software and I agree to abide by them in full compliance thereof.

Name:

Date:

Signature:

HR 2.01 F6 – Data Protection Declaration

To: Codeyoung (“Codeyoung”)

1. I, the undersigned, make this declaration in my capacity as an employee of Codeyoung, and as a condition of being assigned by Codeyoung to perform certain services for Codeyoung and any of its direct or indirect subsidiaries (individually a “Data Controller” and together the “Data Controllers”).

2. I hereby and solemnly undertake that I will at all times maintain strict confidentiality with regard to, and will not for my own or anyone else’s use (whether for profit or not) make copies of or notes about, any and all matters of a confidential nature or the Personal Data of anyone including but not limited to name, age, preferences, medical or health status or any other information which is reasonably deemed Personal in nature or deemed personal data by law concerning any of the Data Controllers, their customers, the state of their accounts or any other matter relating to the affairs of a Data Controller and its customers except where required by law to disclose such information or with the prior written permission of the Data Controller or the person to whom any duty of confidentiality is owed. Should I be required by law to make such a disclosure, I shall so far as lawful promptly inform the Codeyoung of such a requirement.

3. I undertake to deliver up to Codeyoung all and any records in any medium which I may hold at the end of my assignment in performing services for any of the Data Controllers.

4. I hereby confirm that I have read or viewed, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, the following rules or requirements (as the same may be amended from time to time):

5. Codeyoung policies and standards concerning Information Technology and Information Technology Security.: In this respect I understand that the loading or use of software not supplied and authorized by Codeyoung on Codeyoung computer systems and/or the loading or use of Codeyoung Group's software on any other equipment is strictly forbidden;

- a. Codeyoung staff training video on data protection;
- b. Security procedures specific to the building where I am to carry out my assignment; and
- c. Codeyoung staff handbook.

6. I also confirm that I shall read or view, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, any other rules or requirements (whether in relation to the data protection legislation referred to in paragraph 4(b) above or otherwise) advised to me by Codeyoung.

I confirm that I have read and understood the above conditions . I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



DECLARATION OF ABSENCE OF PROCEEDINGS

I hereby confirm that:

I have never been convicted of a criminal offence involving fraud or dishonesty; and

I have never been declared bankrupt.

Signed _____

Name _____

Codeyoung Dept. / Job title_

Date _____



INFORMATION SYSTEMS USAGE - TERMS AND CONDITIONS

1. Usage of or access to the Internet, computer and software 'equipment' wherever situated in Codeyoung premises or those made available by Codeyoung, its customers or business partners is to be conducted in a business-like and professional manner. Use of Email and computer systems are provided for Codeyoung's business matters only. Any breach is subject to disciplinary procedure, up to and including revocation of access privileges and termination of employment.

Internet and Email access is not to be used for the following purposes, which are expressly forbidden: solicitation of correspondence unrelated to business activities, illegal, libellous or offensive messages, prejudice or harassment whether racial, sexual or of any other kind, action prejudicial to another's business, his reputation or his Internet access (flaming, spamming etc.), for download of pornography, games software or other salacious or frivolous material, for obtaining or purchasing executable (exe) software without specific prior approval or video, audio or music material, nor for participation in news - groups, use-groups or chat-rooms, nor for issuance of any form of formally unauthorized business advice.

2. No legal commitment by Email on behalf of any member of Codeyoung, or for the conclusion of any form of commercial contractual agreement; nor for communication of any advertising/marketing material without prior approval of an authorized person must be made.

3. The user shall respect and abide by all applicable laws, including confidentiality, copyright and data protection laws. In particular the user must not copy or transmit to third parties the works of others without their permission as this may infringe copyright.

4. Hard copies must be taken of any electronic mail messages which need to be retained for regulatory or other legal purposes, as advised by the Compliance function. Comment – Codeyoung Management to assess if they like to retain this practice.

5. The user must not import files or messages without ensuring that they have first been scanned for viruses.

6. The user will bear in mind at all times that electronic mail messages, however confidential or damaging, may have to be disclosed in court proceedings or investigations.

7. Codeyoung is entitled at any time to examine the computer systems and/or download details of and/or monitor any usage of any kind by the user of the Internet including, without limitation, any Email messages, whether or not created by the user, the content of any pages downloaded and any mechanisms which record the user's use of the Internet.



I Akshay kumar S,

The user acknowledges receipt of the above conditions (which I have read and understood). I accept, and agree to comply with, all the matters referred to in them. I understand that failure to do so may result in disciplinary action against me. I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



HR 2.01 F10 – Data Consent Form

Personal data - Consent

In consideration of being evaluated for employment by Codeyoung, for purposes of pre - employment, during employment and post-employment processing of my personal data

I hereby expressly agree and consent as follows:

Codeyoung or its authorized agents or service providers or third parties including platforms or aggregators may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks. In this regard, Codeyoung may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

I understand and agree that:

My personal information/data may be processed, analysed and accessed by or on behalf of Codeyoung by third parties whether based in India or other locations, where there may be less stringent data protection laws than in India.

Codeyoung shall protect my Personal Data in accordance with the applicable laws by using industry standard security and protection protocols.

At any time Codeyoung or its authorized agents or service providers may request, collect, process and disclose my personal information/data for processing my salary, health insurance, employee benefits, for employment or other intranet or internet portals or platforms and other such operations lawfully necessary.

Date:

Signature:

Name

HR 2.01 F10 – Data Consent Form

THE CTC PROVIDED BY THE COMPANY WILL BE **INR 7,00,000 per annum**. INR 4,00,000 is fixed (per annum) and INR 3,00,000 is the variable (per annum). The variable is based on the performance (achieving the revenue targets) and is paid out on a quarterly basis as per the existing incentive structure at that point in time.

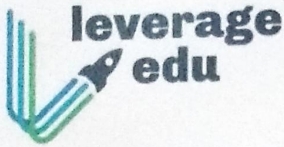
Full Breakdown of fixed CTC will be given below

- Subject to deductions for Employee's contribution to PF, Professional Tax, Income Tax and other statutory deductions that may be applicable
- EPFO guidelines for International Worker applicable.
- Any other relevant Compensation & Benefits related matter shall be governed by the service rules and policies in force and applicable from time to time.
- As per IT Act, it is mandatory for all individuals working in India whose receipts are subject to deduction of tax at source (the deductee) to furnish his/ her PAN details to the deductor (Company), failing which the deductor (Company) w.e.f. April 2010 will deduct Tax at Source at rates higher than normal as per norms.

S.No.	Salary	Annual	Monthly
1	Basic Salary	₹240,000	₹20,000
2	House Rent Allowance	₹112,608	₹9,384
3	LTA	₹12,000	₹1,000
4	Special Allowances	₹12,000	₹1,000
	Gross Salary	₹376,608	₹31,384
C	Employer Contribution to PF	₹23,400	₹1,950
A	Fixed CTC	₹400,008	₹33,334
	Deductions		
1	Professional Tax	₹2,400	₹200
2	Provident Fund	₹21,600	₹1,800
B	Total Deductions	₹24,000	₹2,000
A – B- C	Net Salary	₹352,608	₹29,384

With regards,

Shailendra Dhakad
Director
Codeyoung



2nd Mar 2021
Chaithanya L,
New Delhi

Subject: Employment offer for the post of Associate - Business Development

Dear Chaithanya,

We are delighted to offer you a position with **Leverage Ed-Tech Private Limited** (the "Company"), at our Delhi office as **Associate - Business Development**. This letter describes the basic terms of the offer subjected to a mutual agreement on the terms stated below.

This offer stands contingent on a background check and validation of the information provided by you during the interview or any other process related to your employment with the Company.

Employment Start Date

You are required to commence employment with the Company on **March 8th, 2021** (the "Joining Date"). You will be on probation for a period of three months from the date of your joining. Where after the probation period may be either extended at the discretion of the management or maybe reduced with either earlier or on completion or thereafter till confirmation. Your services are liable to be terminated without any notice during the initial or extended period of probation. In case you decide to leave the company during this period, you will have to give a notice of 15 days to the company.

Employment Benefits and Compensation

Your annual CTC will be **Rs. 6,60,000/- (Six Lakh Sixty Thousand Only)** per annum

.1) Your **Fixed CTC** will be **Rs. 3,60,000/- (Three Lakh Sixty Thousand Only)** per annum.

Basic Amount	HRA Amount	Special Allowance	Gross Salary	Employer PF	Net Salary (Pre Tax)	Employee PF	Monthly CTC	CTC
15,000	7,500	5,700	28,200	1,800	26,400	1,800	30,000	3,60,000

2) **Variable:** Incentive up to **3,00,000/- (Three lakh Only)** per annum (based on performance).

Leave/Holidays

You are entitled to a casual leave of 7 days. You are entitled to 7 working days of paid sick leave. You are entitled to 15 days of earned leave as per the leave policy of the company. The Company shall notify a list of declared holidays at the beginning of each year.



Employment Agreement, Confidentiality of Proprietary Information, and Non-Disclosure Agreement

The employee's duties may be reasonably modified at the Company's discretion from time to time. The employee will be required to work full time with the Company and during this employment, will not engage in any other business activity, regardless of whether that activity is pursued for profit, gain, or any other monetary advantage. The employee is also prohibited from investing in any other competing business. The employee will be required, during, and after the term of this employment, not to reveal any confidential information or trade secrets to any person, firm, corporation, or entity. In case of breach of this condition, the Company can take action against the employee, which may be disciplinary or legal in nature.

For a period of 6 (Six) months after the Termination of Employment with the Company, you shall not, directly or indirectly, engage or get employed in a business similar to that of the Company. If in case, you discontinue your association with the Company, you shall not directly or indirectly, solicit or attempt in any manner to solicit, any business from any existing customer/ client of the Company or employ, solicit, incite, canvass, or assist any person to employ, any person who is in the employment of the Company.

If the terms stated above are acceptable to you, please return a copy of this document signed on each page.

Termination conditions

Your appointment can be terminated by the Company, without any reason, by giving you not less than 30 days prior notice in writing or salary in lieu thereof. You may terminate your employment with the Company, without any cause, by giving no less than 60 days prior notice or salary for an unsaved period, left after adjustment of pending leaves, as on date.

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

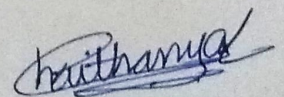
Documents required

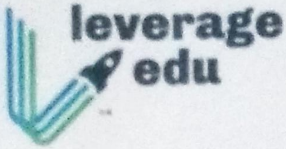
On the day of your joining please bring the following documents to help us get you onboard quickly.

1. Relieving certificate from the previous employer, if any
2. The Last three-month payslips received from the previous employer if any
3. Form 16 (TDS Certificate), if any
4. 10th mark sheet, 12th mark sheet, Graduation mark sheet, Post Graduation mark sheet, Additional Qualification documents
5. Three passport size photo
6. Identity Proof (PAN Card, DL, Passport, Aadhar Card, etc.)

If you have any queries or need assistance regarding your joining, please contact HR at hr@leverageedu.com.

We are excited about the possibility of you joining us and look forward to a mutually beneficial working relationship.





Yours Sincerely,
For Leverage ED-Tech Private Limited

Akshay Chaturvedi
(Founder & CEO)

Employee acceptance:

I accept employment with the Leverage ED-Tech Private Limited under the terms described in this letter:

Signature: *Baithameal* Date: 04/03/21 Place: Bengaluru, India



2nd Mar 2021
Dhruv Sati,
New Delhi

Subject: Employment offer for the post of Associate - Business Development

Dear Dhruv,

We are delighted to offer you a position with **Leverage Ed-Tech Private Limited** (the “Company”), at our Delhi office as **Associate - Business Development**. This letter describes the basic terms of the offer subjected to a mutual agreement on the terms stated below.

This offer stands contingent on a background check and validation of the information provided by you during the interview or any other process related to your employment with the Company.

Employment Start Date

You are required to commence employment with the Company on **March 8th, 2021** (the “Joining Date”). You will be on probation for a period of three months from the date of your joining. Where after the probation period may be either extended at the discretion of the management or maybe reduced with either earlier or on completion or thereafter till confirmation. Your services are liable to be terminated without any notice during the initial or extended period of probation. In case you decide to leave the company during this period, you will have to give a notice of 15 days to the company.

Employment Benefits and Compensation

Your annual CTC will be **Rs. 6,60,000/- (Six Lakh Sixty Thousand Only)** per annum

.1) Your **Fixed CTC** will be **Rs. 3,60,000/- (Three Lakh Sixty Thousand Only)** per annum.

Basic Amount	HRA Amount	Special Allowance	Gross Salary	Employer PF	Net Salary (Pre Tax)	Employee PF	Monthly CTC	CTC
15,000	7,500	5,700	28,200	1,800	26,400	1,800	30,000	3,60,000

2) **Variable:** Incentive up to **3,00,000/- (Three lakh Only)** per annum **(based on performance)**.

Leave/Holidays

You are entitled to a casual leave of 7 days. You are entitled to 7 working days of paid sick leave. You are entitled to 15 days of earned leave as per the leave policy of the company. The Company shall notify a list of declared holidays at the beginning of each year.



Employment Agreement, Confidentiality of Proprietary Information, and Non-Disclosure Agreement

The employee's duties may be reasonably modified at the Company's discretion from time to time. The employee will be required to work full time with the Company and during this employment, will not engage in any other business activity, regardless of whether that activity is pursued profit, gain, or any other monetary advantage. The employee is also prohibited from investing in any other competing business. The employee will be required, during, and after the term of this employment, not to reveal any confidential information or trade secrets to any person, firm, corporation, or entity. In case of breach of this condition, the Company can take action against the employee, which may be disciplinary or legal in nature.

For a period of 6 (Six) months after the Termination of Employment with the Company, you shall not, directly or indirectly, engage or get employed in a business similar to that of the Company. If in case, you discontinue your association with the Company, you shall not directly or indirectly, solicit or attempt in any manner to solicit, any business from any existing customer/ client of the Company or employ, solicit, incite, canvass, or assist any person to employ, any person who is in the employment of the Company.

If the terms stated above are acceptable to you, please return a copy of this document signed on each page.

Termination conditions

Your appointment can be terminated by the Company, without any reason, by giving you not less than 30 days prior notice in writing or salary in lieu thereof. You may terminate your employment with the Company, without any cause, by giving no less than 60 days prior notice or salary for an unsaved period, left after adjustment of pending leaves, as on date.

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

Documents required

On the day of your joining please bring the following documents to help us get you onboard quickly.

1. Relieving certificate from the previous employer, if any
2. The Last three-month payslips received from the previous employer if any
3. Form 16 (TDS Certificate), if any
4. 10th mark sheet, 12th mark sheet, Graduation mark sheet, Post Graduation mark sheet, Additional Qualification documents
5. Three passport size photo
6. Identity Proof (PAN Card, DL, Passport, Aadhar Card, etc.)

If you have any queries or need assistance regarding your joining, please contact HR at hr@leverageedu.com.

We are excited about the possibility of you joining us and look forward to a mutually beneficial working relationship.



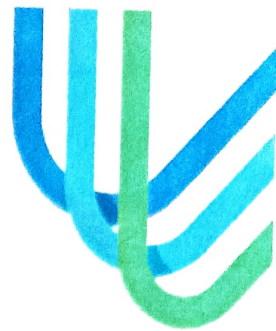
Yours Sincerely,
For Leverage ED-Tech Private Limited

Akshay Chaturvedi
(Founder & CEO)

Employee acceptance:

I accept employment with the Leverage ED-Tech Private Limited under the terms described in this letter:

Signature: _____ Date: _____ Place: _____



2nd Mar 2021
Prajwal Kusha,
New Delhi

Subject: Employment offer for the post of Associate - Business Development

Dear Prajwal,

We are delighted to offer you a position with **Leverage Ed-Tech Private Limited** (the "Company"), at our Delhi office as **Associate - Business Development**. This letter describes the basic terms of the offer subjected to a mutual agreement on the terms stated below.

This offer stands contingent on a background check and validation of the information provided by you during the interview or any other process related to your employment with the Company.

Employment Start Date

You are required to commence employment with the Company on **March 8th, 2021** (the "Joining Date"). You will be on probation for a period of three months from the date of your joining. Where after the probation period may be either extended at the discretion of the management or maybe reduced with either earlier or on completion or thereafter till confirmation. Your services are liable to be terminated without any notice during the initial or extended period of probation. In case you decide to leave the company during this period, you will have to give a notice of 15 days to the company.

Employment Benefits and Compensation

Your annual CTC will be **Rs. 6,60,000/- (Six Lakh Sixty Thousand Only)** per annum

.1) Your Fixed CTC will be **Rs. 3,60,000/- (Three Lakh Sixty Thousand Only)** per annum.

Basic Amount	HRA Amount	Special Allowance	Gross Salary	Employer PF	Net Salary (Pre Tax)	Employee PF	Monthly CTC	CTC
15,000	7,500	5,700	28,200	1,800	26,400	1,800	30,000	3,60,000

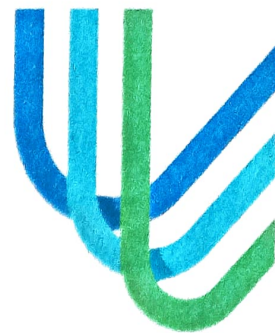
2) **Variable:** Incentive up to **3,00,000/- (Three lakh Only)** per annum (based on performance).

Leave/Holidays

You are entitled to a casual leave of 7 days. You are entitled to 7 working days of paid sick leave. You are entitled to 15 days of earned leave as per the leave policy of the company. The Company shall notify a list of declared holidays at the beginning of each year.

Prajwal Kusha

REGISTRAR



Employment Agreement, Confidentiality of Proprietary Information, and Non-Disclosure Agreement

The employee's duties may be reasonably modified at the Company's discretion from time to time. The employee will be required to work full time with the Company and during this employment, will not engage in any other business activity, regardless of whether that activity is pursued for profit, gain, or any other monetary advantage. The employee is also prohibited from investing in any other competing business. The employee will be required, during, and after the term of this employment, not to reveal any confidential information or trade secrets to any person, firm, corporation, or entity. In case of breach of this condition, the Company can take action against the employee, which may be disciplinary or legal in nature.

For a period of 6 (Six) months after the Termination of Employment with the Company, you shall not, directly or indirectly, engage or get employed in a business similar to that of the Company. If in case, you discontinue your association with the Company, you shall not directly or indirectly, solicit or attempt in any manner to solicit, any business from any existing customer/ client of the Company or employ, solicit, incite, canvass, or assist any person to employ, any person who is in the employment of the Company.

If the terms stated above are acceptable to you, please return a copy of this document signed on each page.

Termination conditions

Your appointment can be terminated by the Company, without any reason, by giving you not less than 30 days prior notice in writing or salary in lieu thereof. You may terminate your employment with the Company, without any cause, by giving no less than 60 days prior notice or salary for an unsaved period, left after adjustment of pending leaves, as on date.

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

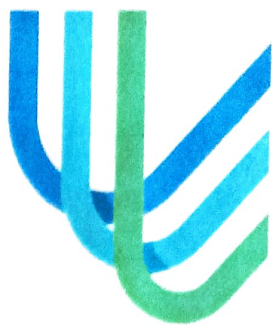
Documents required

On the day of your joining please bring the following documents to help us get you onboard quickly.

1. Relieving certificate from the previous employer, if any
2. The Last three-month payslips received from the previous employer if any
3. Form 16 (TDS Certificate), if any
4. 10th mark sheet, 12th mark sheet, Graduation mark sheet, Post Graduation mark sheet, Additional Qualification documents
5. Three passport size photo
6. Identity Proof (PAN Card, DL, Passport, Aadhar Card, etc.)

If you have any queries or need assistance regarding your joining, please contact HR at hr@leverageedu.com.

We are excited about the possibility of you joining us and look forward to a mutually beneficial working relationship.



Yours Sincerely,
For Leverage ED-Tech Private Limited

Akshay Chaturvedi
(Founder & CEO)

Employee acceptance:

I accept employment with the Leverage ED-Tech Private Limited under the terms described in this letter:

Signature: Pragya Kusha Date: 04/03/2021 Place: Bangalore

04-Mar-2021

Mr . Abhi Manmohan,
Bangalore

Dear Abhi Manmohan,

Offer Letter

We are pleased to offer you the position of “**Executive-Client Success**” 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-2021** 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. 300000/- (Rupees Three Lakhs Only)**.

The break-up of your post internship salary shall be as per the policies / rules of the Company. Please refer to the **Annexure No. 1** for more details on Fixed Salary Components.

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.

Other Benefits that you will get are briefly explained in **Annexure No. 2**.


REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

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:

Abhi Manmohan

04-Mar-2021



REGISTRAR
Presidency University
BANGALORE

Annexure No. 1: Fixed Salary Structure

Name: Abhi Manmohan

Designation: Executive-Client Success

PER MONTH (AMOUNT IN INR)		PER ANNUM (AMOUNT IN INR)	
BASIC +DA	11588	BASIC +DA	139056
HRA	4635	HRA	55622
CONVEYANCE ALLOWANCE	1600	CONVEYANCE ALLOWANCE	19200
EDUCATION ALLOWANCE	200	EDUCATION ALLOWANCE	2400
OFFICE ALLOWANCES	1967	OFFICE ALLOWANCES	23609
OTHER ALLOWANCES	1312	OTHER ALLOWANCES	15739
MEDICAL REIMBURSEMENT	1250	MEDICAL REIMBURSEMENT	15000
EMPLOYER PF @ 12%	1391	PF	16687
GRATUITY	557	GRATUITY	6686
MEDICLAIM	500	MEDICLAIM	6000
GROSS MONTHLY COMPENSATION	25000	GROSS YEARLY COMPENSATION	300000
DEDUCTIONS		DEDUCTIONS	
EMPLOYEE PF @ 12%	1391	EMPLOYEE PF	16687
EMPLOYER PF @ 12%	1391	EMPLOYER PF	16687
GRATUITY	557	GRATUITY	6686
MEDICLAIM	500	MEDICLAIM	6000
PT	200	PT	2400
TDS(WILL BE CALCUATED BASED ON INVETSMET DOCUMENTS SUBMITTED POST JOINING)**	0	TDS** (WILL BE CALCUATED BASED ON INVETSMET DOCUMENTS SUBMITTED POST JOINING)	0
ESTIMATED NET SALARY (MONTHLY)**	20962	ESTIMATD NET SALARY (ANNUAL)**	251540

**Net Monthly / Yearly salary shall be subject to Income Tax deductions (TDS) that will be based on your savings details provide to HR Team.

Annexure No. 2: Other Benefits

Group Personal Accident Policy

As per Company Policy, we provide group personal accident policy of Rs. 5 lac coverage to all employees, post internship/ on regular employment.

Parental Insurance Policy

As per Company Policy, you can opt for the parental insurance policy (post internship) and the insurance premium shall be deducted from your monthly salary.

04-Mar-2021

Mrs . Nuwika R Reddy,
Bangalore

Dear Nuwika R Reddy,

Offer Letter

We are pleased to offer you the position of “**Executive-Client Success**” 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-2021** 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. 300000/- (Rupees Three Lakhs Only)**.

The break-up of your post internship salary shall be as per the policies / rules of the Company. Please refer to the **Annexure No. 1** for more details on Fixed Salary Components.

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.

Other Benefits that you will get are briefly explained in **Annexure No. 2**.


REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

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:

Nuwika R Reddy

04-Mar-2021




REGISTRAR
Registrar
PRESIDENCY UNIVERSITY
BANGALORE

Annexure No. 1: Fixed Salary Structure

Name: Nuwika R Reddy

Designation: Executive-Client Success

PER MONTH (AMOUNT IN INR)		PER ANNUM (AMOUNT IN INR)	
BASIC +DA	11588	BASIC +DA	139056
HRA	4635	HRA	55622
CONVEYANCE ALLOWANCE	1600	CONVEYANCE ALLOWANCE	19200
EDUCATION ALLOWANCE	200	EDUCATION ALLOWANCE	2400
OFFICE ALLOWANCES	1967	OFFICE ALLOWANCES	23609
OTHER ALLOWANCES	1312	OTHER ALLOWANCES	15739
MEDICAL REIMBURSEMENT	1250	MEDICAL REIMBURSEMENT	15000
EMPLOYER PF @ 12%	1391	PF	16687
GRATUITY	557	GRATUITY	6686
MEDICLAIM	500	MEDICLAIM	6000
GROSS MONTHLY COMPENSATION	25000	GROSS YEARLY COMPENSATION	300000
DEDUCTIONS		DEDUCTIONS	
EMPLOYEE PF @ 12%	1391	EMPLOYEE PF	16687
EMPLOYER PF @ 12%	1391	EMPLOYER PF	16687
GRATUITY	557	GRATUITY	6686
MEDICLAIM	500	MEDICLAIM	6000
PT	200	PT	2400
TDS(WILL BE CALCATED BASED ON INVETSMET DOCUMENTS SUBMITTED POST JOINING)**	0	TDS** (WILL BE CALCATED BASED ON INVETSMET DOCUMENTS SUBMITTED POST JOINING)	0
ESTIMATED NET SALARY (MONTHLY)**	20962	ESTIMATD NET SALARY (ANNUAL)**	251540

**Net Monthly / Yearly salary shall be subject to Income Tax deductions (TDS) that will be based on your savings details provide to HR Team.

Annexure No. 2: Other Benefits

Group Personal Accident Policy

As per Company Policy, we provide group personal accident policy of Rs. 5 lac coverage to all employees, post internship/ on regular employment.

Parental Insurance Policy

As per Company Policy, you can opt for the parental insurance policy (post internship) and the insurance premium shall be deducted from your monthly salary.

04-Mar-2021

Mrs. Shiri Dipika,
Bangalore

Dear Shiri Dipika,

Offer Letter

We are pleased to offer you the position of “**Executive-Client Success**” 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-2021** 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. 300000/- (Rupees Three Lakhs Only)**.

The break-up of your post internship salary shall be as per the policies / rules of the Company. Please refer to the **Annexure No. 1** for more details on Fixed Salary Components.

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.

Other Benefits that you will get are briefly explained in **Annexure No. 2**.

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:

Shiri Dipika

04-Mar-2021



REGISTRAR
Presidency University
BANGALORE

Annexure No. 1: Fixed Salary Structure

Name: Shiri Dipika

Designation: Executive-Client Success

PER MONTH (AMOUNT IN INR)		PER ANNUM (AMOUNT IN INR)	
BASIC +DA	11588	BASIC +DA	139056
HRA	4635	HRA	55622
CONVEYANCE ALLOWANCE	1600	CONVEYANCE ALLOWANCE	19200
EDUCATION ALLOWANCE	200	EDUCATION ALLOWANCE	2400
OFFICE ALLOWANCES	1967	OFFICE ALLOWANCES	23609
OTHER ALLOWANCES	1312	OTHER ALLOWANCES	15739
MEDICAL REIMBURSEMENT	1250	MEDICAL REIMBURSEMENT	15000
EMPLOYER PF @ 12%	1391	PF	16687
GRATUITY	557	GRATUITY	6686
MEDICLAIM	500	MEDICLAIM	6000
GROSS MONTHLY COMPENSATION	25000	GROSS YEARLY COMPENSATION	300000
DEDUCTIONS		DEDUCTIONS	
EMPLOYEE PF @ 12%	1391	EMPLOYEE PF	16687
EMPLOYER PF @ 12%	1391	EMPLOYER PF	16687
GRATUITY	557	GRATUITY	6686
MEDICLAIM	500	MEDICLAIM	6000
PT	200	PT	2400
TDS(WILL BE CALCUATED BASED ON INVETSMET DOCUMENTS SUBMITTED POST JOINING)**	0	TDS** (WILL BE CALCUATED BASED ON INVETSMET DOCUMENTS SUBMITTED POST JOINING)	0
ESTIMATED NET SALARY (MONTHLY)**	20962	ESTIMATD NET SALARY (ANNUAL)**	251540

**Net Monthly / Yearly salary shall be subject to Income Tax deductions (TDS) that will be based on your savings details provide to HR Team.

Annexure No. 2: Other Benefits

Group Personal Accident Policy

As per Company Policy, we provide group personal accident policy of Rs. 5 lac coverage to all employees, post internship/ on regular employment.

Parental Insurance Policy

As per Company Policy, you can opt for the parental insurance policy (post internship) and the insurance premium shall be deducted from your monthly salary.

04-Mar-2021

Mr . Mohammed Furqan Jeelani,
Bangalore

Dear Mohammed Furqan Jeelani,

Offer Letter

We are pleased to offer you the position of “**Executive-Client Success**” 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-2021** 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. 300000/- (Rupees Three Lakhs Only)**.

The break-up of your post internship salary shall be as per the policies / rules of the Company. Please refer to the **Annexure No. 1** for more details on Fixed Salary Components.

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.

Other Benefits that you will get are briefly explained in **Annexure No. 2**.


REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

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:

Mohammed Furqan Jeelani

04-Mar-2021




REGISTRAR
Presidency University
BANGALORE

Annexure No. 1: Fixed Salary Structure

Name: Mohammed Furqan Jeelani

Designation: Executive-Client Success

PER MONTH (AMOUNT IN INR)		PER ANNUM (AMOUNT IN INR)	
BASIC +DA	11588	BASIC +DA	139056
HRA	4635	HRA	55622
CONVEYANCE ALLOWANCE	1600	CONVEYANCE ALLOWANCE	19200
EDUCATION ALLOWANCE	200	EDUCATION ALLOWANCE	2400
OFFICE ALLOWANCES	1967	OFFICE ALLOWANCES	23609
OTHER ALLOWANCES	1312	OTHER ALLOWANCES	15739
MEDICAL REIMBURSEMENT	1250	MEDICAL REIMBURSEMENT	15000
EMPLOYER PF @ 12%	1391	PF	16687
GRATUITY	557	GRATUITY	6686
MEDICLAIM	500	MEDICLAIM	6000
GROSS MONTHLY COMPENSATION	25000	GROSS YEARLY COMPENSATION	300000
DEDUCTIONS		DEDUCTIONS	
EMPLOYEE PF @ 12%	1391	EMPLOYEE PF	16687
EMPLOYER PF @ 12%	1391	EMPLOYER PF	16687
GRATUITY	557	GRATUITY	6686
MEDICLAIM	500	MEDICLAIM	6000
PT	200	PT	2400
TDS(WILL BE CALCUATED BASED ON INVETSMET DOCUMENTS SUBMITTED POST JOINING)**	0	TDS** (WILL BE CALCUATED BASED ON INVETSMET DOCUMENTS SUBMITTED POST JOINING)	0
ESTIMATED NET SALARY (MONTHLY)**	20962	ESTIMATD NET SALARY (ANNUAL)**	251540

**Net Monthly / Yearly salary shall be subject to Income Tax deductions (TDS) that will be based on your savings details provide to HR Team.

Annexure No. 2: Other Benefits

Group Personal Accident Policy

As per Company Policy, we provide group personal accident policy of Rs. 5 lac coverage to all employees, post internship/ on regular employment.

Parental Insurance Policy

As per Company Policy, you can opt for the parental insurance policy (post internship) and the insurance premium shall be deducted from your monthly salary.



CMMI Level 3, ISO 9001:2015
GIS Driven Design Consultancy

CORPORATE OFFICE
147, 7B Road, EPIP, Whitefield,
Bangalore - 560 066, India.
Ph: 91 80 41197778 Fax: 4119 4277
CIN : U74140KA2000PTC026384

06.07.2021
.....

Mr. Shamanth M
108, Vasumathi Fortune Apartments,
Devinagara,
Bangalore 560 094
Email: shamanthm36@gmail.com
Mob: 9663764992

Appointment Letter for the Post of R&D / Software Development Engineer

With reference to your Application and Telephonic interview you had with us on 11.02.2021, we are pleased to appoint you as **R&D / Software Development Engineer** with effect from 01.08.2021 on the following terms and conditions.

You will be on probation for 6 Months and undergo Training for 3 Months. Upon satisfactory completion thereof, you will be on the job training for further 3 Months. Based on your Performance review, you will be confirmed in writing with revised Remuneration.

1. Scope of Work

Your broad scope of work as **R&D / Software Development Engineer** will be as under

- Form core Team as Developers, Team Leaders, Program Managers, Project Managers and Chief Technical Officer (CTO) in the development of software products of SECON.
- Engage in Research on any of the R&D initiatives of SECON as directed by R&D Head
- Study and develop innovative solutions and methodology mostly relating to geospatial applications.
- Undertake all tasks allocated by the Project Leader (as per the Project Plan)
- Be an aggressive member in the Project Team

Tasking

- Planning & Designing of the Software, Overall scope of the software, system framework etc.
- Software Development - Coding, Testing.
- Automated routine for Feature extraction using LAS file
- Software Documentation - Prepare the necessary documentation related to the Software
- User Training - Conduct the End User Training at client's site
- Responsible to finish the work allotted within the scheduled period.
- Maintain a library of all documentation relating to the execution of allocated tasks
- Track progress of the execution of tasks and report to the project manager on a daily basis
- Update latest cutting edge technology and its applications.

2. Compensation and Cost to the Company (CTC)

Consolidated remuneration will be Rs.25,000 per month during Probation Period between 3 – 6 Months. On confirmation, your Remuneration will be re-fixed on scale between Rs.30,000 – Rs. 35,000 per month.

Your salary will include Basic Pay and Basket of Allowances with applicable deductions.

In short, on confirmation you will be entitled for an all-inclusive compensation of between Rs. 3,60,000 to Rs.4,20,000 (CTC) per annum.

You will be entitled for Annual increment as per Performance Review and meeting Target.

All other Allowances while on Tour, outstation duty etc, shall be governed as per Company Rules and as applicable.

Regd Office: 28, Jeremiah Road, Frazer Town, Bangalore - 560 005, Ph : 080 - 25488885
Regional/Branch Office: New Delhi, Mumbai, Vadodara and Bhopal
E-mail : feedback@secon.in, <http://www.secon.in>

Shameer
REGISTRAR

2.1 Deductions (approx.)

Applicable deductions per month shall be made towards

Employer and employee PF contribution	Rs.3,600
Professional Tax	Rs. 200
Income Tax as applicable	--
Group Medical Insurance as applicable	--

3. Duration of Employment, Terms and Conditions

- a) You have joined the Company on voluntary basis with an assurance to serve the Company for a minimum period of 3 years from the date of appointment. You will execute an agreement for that purpose.

You should serve minimum 3 months' notice before leaving or deposit three months' gross pay(CTC) in lieu, failing which it shall be considered as a breach of contract and you shall make good losses arising out of disruption to work.
Your resignation will be accepted only if all works assigned to you are completed and not in the middle of the project.

Any unauthorized absence from duty or termination of your service due to misconduct and other reasons attributable to you shall also be termed as breach of contract.

- b) SECON is an at will employer. Company Management shall serve you notice if your services are not required for any reasons. In the case of premature termination, no extra compensation will be payable. Payment of remuneration in that case will be made on pro-rata basis for the period for which you have actually rendered the services, subject to the intermediate targets being adhered to as per the work schedule.

No notice of termination or remuneration thereof will be necessary if you do not meet the intermediate target and your continuance shall be solely at the discretion of SECON Management

- c) Upon the cessation of your employment with the Company for any reason whatsoever, you will return to the Company all papers, documents, materials, equipment and properties of the Company which may be in your possession and shall thereafter be bound by the secrecy and confidentiality obligations as provided for in the Service Rules and Regulations. You will forthwith notify to the Company any change in your residential address.
- d) You will exercise all reasonable skills, care and diligence in the performance of the services under the agreement and shall carry all the responsibilities in accordance with recognized professional standards.
- e) It is understood that you will not divulge any information obtained by you during the contract period with us.


3.1 **Service Rules:** During the period of your employment, you shall be governed and bound by the existing Service Rules and regulations of the company and amendments thereof that may be brought into force from time to time. Your acceptance of this offer carries with it your concurrence to comply all such rules, regulations and standing orders.

You will not leave the place of work site without written permission/intimation from your superiors.

3.2 **Earned Leave:** You will be entitled for 20 days Earned Leave per annum at the end of 12 months completed service. On all other days, you will work as per office timings to meet the deadline.



Jamie
REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE



3.3 Exclusive Employment

You will work exclusively for the Company while in our employment. During your employment with SECON, you will not participate in any other activities that will compete with the activities of SECON or create any negative perceptions of SECON.

3.4 Confidentiality and Intellectual Property

During the course of your work in our organisation, you will have exposure to SECON's intellectual property, design and development works undertaken by SECON and shall protect the same from any misuse by any person / persons directly or indirectly and shall not divulge / dispense or distribute the information contained thereon.

You will abide by the company policies in force in keeping confidentiality of company business information and protection of company's intellectual property.

Secrecy – You will maintain secrecy of the company business and other related transaction, which shall include business in the pipeline, future prospects, plans, intellectual property, design and development works.

3.5 Non-Competition

You will not apply or seek employment with outside agencies during your tenure with SECON without prior intimation.

You will also desist in engaging company employees, company vendors during your service or thereafter for your / associates' private gain.

4. Settlement of Dispute and Arbitration

This offer is made based on the Documents and other information furnished by you. You are required to produce original Certificates and other credentials on reporting.

In case of any disputes arising between the Management and yourself during your tenure, these shall be mutually settled, failing which the dispute will be referred to an Arbitrator of SECON's choice, whose decision shall be binding on both the parties. The Court of Bangalore will be the Court of Jurisdiction.

If the above terms and conditions are acceptable, please return one copy of this letter duly accepted and report for duty on 01.08.2021.

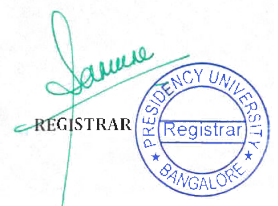
Best Wishes,


VP-HR / CEO

Received the above copy duly accepted.



(Shamanth M)





WeWork, Vaishnavi Signature,
Marthahalli, Sarjapur Outer
Ring Rd, Bellandur
Bangalore, Karnataka, 560103
support@Codeyoung.com
+919971734778

Employment Offer and Employment Agreement

10th March 2021,

Dear SHIKHA MS,

Further to your recent interview, conditional on and subject to no adverse findings arising from any of the employee background verification checks, required to be carried out by the Organization, I am pleased to offer you the following employment with Codeyoung. This offer letter upon written acceptance by you shall be deemed as Employment Agreement. Your date of joining is **20th March, 2021**

1. BACKGROUND CHECKS AND REFERENCE CHECKS

During the term of your employment, you may also be subject to the same / similar / other background verification checks being repeated at such intervals as may be determined solely by the Company. In the event that there are any adverse findings that arise during the course of or as a result of such background verification checks, you may be subject to disciplinary proceedings up to and including but not limited to termination of your employment.

For the purpose of obtaining your present employer's reference, you agree that your written acceptance will constitute your permission to write for reference checks.

2. Probation/Training

You will be on probation/training for a period of 2 months during which your performance shall be reviewed by the Company. The stipend during the probation/training is INR 15000/month (Fifteen Thousand per month) In case of unsatisfactory performance your probation/training may be ended or extended subject to additional conditions. Upon successful completion of probation/training period by without any extension and by meeting the expected targets you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by Company.

JOB TITLE: Inside Sales Executive

As a term of your employment from time to time you may be required to undertake such other duties as may be commensurate with the business needs in the Company.

3. COMPENSATION

Your remuneration shall be as per Annexure titled “Compensation”

Salary is subject to Income Tax and other statutory deductions and will be paid into a bank account indicated by you.

You will receive a monthly pay statement detailing gross pay and deductions. Any subsequent changes to your salary will be highlighted on that statement.

Periodically your performance will be reviewed. If a performance award (bonus) is applicable, it will usually be paid subject to your performance appraisal, ratings and company performance and other such criteria at payout intervals determined by the Company.

In the event of an Income tax liability or any other tax liability or any statutory charges arising as a result of your employment with the Company, these will be borne by yourselves and Company shall in no event be liable for payment of these taxes or any other charges of this nature for the period of your employment or after cessation of your employment with Company.

4. SALARY REVISIONS

The Company may undertake periodic review of salaries, and will notify of any amendments, which are to be applied. Such reviews will take due consideration of, amongst other things, inflationary, deflationary, market and other economic pressures impacting the company and the staff.

5. DEDUCTIONS FROM PAY

When your employment ends, if the number of annual leaves you have taken exceed your entitlement, an appropriate deduction will be made from your full and final payout. Any leave balance outstanding in your name may be encashed subject to the Leave encashment Policy applicable. If you are summarily dismissed, or you leave the Company without giving due notice under your contract of employment, your entitlement to holiday pay ends with the date of termination.

6. HOURS OF WORK

Your usual working hours shall be 11:00 am to 9:00 pm, however in interest of business such hours may be extended. The lunch break hour shall be 01:00 pm to 2:00 pm. Work days are from Tuesday to Sunday, with Monday being a week off. The timings and work days are subject to change based on the management's decision.

7. ADDITIONAL HOURS

Subject to your role qualifying for overtime under applicable statutory provisions, if occasions arise when you may be required to work additional hours beyond normal hours.

8. PLACE OF WORK AND MOBILITY

Your usual location of work will be **Bangalore**. However, you may be required from time to time to work at or from any office or location of the Company or within different companies affiliated to Codeyoung. A change of your place of residence may be required from time to time and you may be transferred from one city to another for business needs of the Company. In case of transfer, your transfer shall be subject to Relocation Policy.

9. RETIREMENT

Normal retirement in the company is at age 58. Your employment will terminate automatically at the end of the month in which your 58th birthday occurs, unless you are otherwise advised by individual notice. You may also be retired earlier if found to be medically unfit or suffer any other incapacity that may impact the effective performance of your services.

10. RULES AND REGULATIONS

Codeyoung, is a business based on integrity and mutual trust. In order to maintain and safeguard the trust and confidence of customers and the public certain ethical principles and standards of conduct have to be maintained.

In addition to any requirement under the Code of Conduct , you are also required as a condition of continued employment to disclose to Codeyoung immediately and without any delay, any instance of you being arrested or charged or convicted of any criminal offence(s) and / or being declared bankrupt during the course of your employment. Failure to disclose such information may result in disciplinary proceedings up to and including but not limited to termination of employment .

Other specific rules and regulations will be notified by the Company from time to time. Policies, Code of Conduct, rules and regulations may be amended from time to time. You are required to keep yourself updated of such changes

11. CONFIDENTIALITY

As a condition of employment, you are required to sign and return the Non-Disclosure Agreement in Annexure that pledges confidentiality on all business matters appertaining to the Codeyoung, its subsidiaries, the company, and its customers. A breach of confidentiality is a material breach and may result in disciplinary proceedings including but not limited to injunction, termination of employment or claims of damages.

12. PROTECTION OF PERSONAL DATA

The Codeyoungadopts industry standard software for maintenance of employee and customer data and Personal data of employees and customer data. Such data may be processed for human resources administration purposes, including payroll administration, career development, performance and health and safety administration and such business and operational needs. In order to process your personal data, the Company needs your consent. A format of such consent is enclosed with this letter. We request you to read and confirm your consent and return the Consent to us. Access to information systems and your personal data will be protected in accordance with our standard practices.

13. USE OF SOFTWARE AND SYSTEMS ACCESS

You are required to follow policies, rules and procedures laid down by the Company in this letter and those subsequently notified by the Company

14. DATA PROTECTION

Under the Company's policies, you have a responsibility to ensure that all personal data, confidential information you process or possess, is kept protected. Unauthorized disclosure of personal data of any one, yourself, your colleagues, vendors or customers is a material breach and may result in disciplinary action including but not limited to termination of employment and other actions as may be necessary under the applicable laws governing data protection. Therefore, you must ensure that you do the following in addition to all other guidance regarding data protection you may receive from the Company from time to time:

- Do not disclose personal data without authority

- Do not access information or systems not directly relevant to each task
- Do not treat personal data carelessly
- lock all printouts away when not in use
- Do not disclose your computer password to any unauthorized person.

Under the Company's policies, it is important that the Company's internal, restricted or highly restricted personal records are maintained as accurately as possible. Hence, you must notify the Company in writing of any change in your personal circumstances, such as your address, marital status, birth of children, attainment of professional qualifications, and so forth.

15. TERMINATION OF YOUR EMPLOYMENT BY THE COMPANY

Post confirmation, except where your employment is terminated on the grounds of misconduct, breach of employment terms or policies, breach of laws, you are entitled to a prior notice of termination of **1 month** from the Company, or pay in lieu of notice period.

In the event of misconduct, breach of policies, Code of Conduct, involvement in any criminal activity of sexual harassment incident or similar such reasons, the notice period of one month shall not apply and services may require to be terminated at shorter notice.

Notice of Termination may be handed to you personally, by email or sent to your last recorded address. The Company reserves the right to ask that you no longer work at your office location for the duration of your notice period in case circumstances so require.

16. TERMINATION OF EMPLOYMENT BY YOU

During probation, you are required to give the company at least one calendar months' notice in writing. Post confirmation, you are required to give the company a minimum of **2 months'** notice in writing. Where notice period as per terms of employment is not served, pay in lieu of notice period would be reduced from the final settlement dues to the employee. Upon immediate termination of employment by you, you will have to compensate by paying up to an amount equal to 2 month's salary to the Company in lieu of the notice period.

17. A RETURN OF ASSETS UPON END OF YOUR ENGAGEMENT

You shall immediately return all computers, software, access cards, work deliverables, completed or work in progress and any other Codeyoung provided property upon your end of employment. You shall not make any copies of work products or software or retain any

of Codeyoung assets in your possession after your employment with Codeyoung comes to an end. You understand that a breach of this obligation entitles Codeyoung to take civil and criminal actions as applicable for recovery of its assets.

18. INTELLECTUAL PROPERTY RIGHTS IN DELIVERABLES

In consideration of your employment, you agree and hereby assign all intellectual property rights copyrights, patents, trademarks, design rights or any other proprietary right and moral rights assignable to Codeyoung in all deliverables you create in the course of your employment including but not limited to software codes, reports, algorithms, analysis etc. You shall not retain any copies of the same in your personal computer or mail systems. You understand that intellectual property is a vital asset for Codeyoung and any wrongful disclosure or handling of the same shall result in irreparable loss and injury to Codeyoung and allow Codeyoung to prosecute a legal action, claim damages or injunctions. You shall not use third party's proprietary material or their intellectual property without appropriate authorisations and licenses to produce your work deliverables for Codeyoung.

19. INDEMNIFICATIONS

You understand that breaching actions of yours such as breach of confidentiality, breach of applicable laws, breach of data protection obligations, breach of intellectual property rights may cause Codeyoung financial, reputational or goodwill loss, hence you shall at all times indemnify Codeyoung, its directors, third parties and employees from and against any claims, losses or damages arising from your breaches or unlawful activities.

20. NON -SOLICITATION

You shall not directly or indirectly induce, influence, coerce, solicit away any of Codeyoung's customers or employees. This restriction applies during your tenure with Codeyoung and for a duration of two years after termination of your engagement with Codeyoung, regardless of the reason for termination of your engagement with Codeyoung.

21. AMENDMENTS

The Company reserves the right to amend the terms and conditions related to employment, the policies, the rules and regulations applicable to employees. Such changes would be communicated through an internal communication to the employees at large. Such changes



shall be deemed to be part of your employment conditions. All enclosures herewith are deemed part of your employment agreement with the Company.

22. EXCLUSIVE JURISDICTION

Your employment and conditions of employment are exclusively governed by the laws of India and the courts of Bangalore shall have the exclusive jurisdiction on any dispute arising on matters related to your employment.

23. SEVERABILITY

If any part of this agreement is held invalid, void or unenforceable, the remainder of the terms shall continue to be fully enforceable minus the portion which is not enforceable.



CONFIRMATION OF ACCEPTANCE

We request you to complete and return the copy of this letter as a token of written acceptance of this offer. If we do not receive a written acceptance as above from you within 3 days from the date of this letter, we shall assume that you do not wish to take up this offer of employment and our offer will lapse automatically. We sincerely hope that you will accept this appointment and look forward to having you onboard.

Yours sincerely,

Shailendra Dhakad

Director

Codeyoung



HR 2.01 E5 -- Acceptance of Software and Systems usage.

To

Codeyoung

("Thecompany")

The Company forbids the use of unauthorized software on any company equipment or the use of authorized software on any personal or non-company issued equipment. The Company forbids unauthorized access, or any unauthorized attempt to access, any data maintained on any computer systems.

Unauthorized software comprises any software that is not on the Codeyoung IT list of approved software or which has not been procured via the authorized procurement channels and includes any unsolicited software, demonstration software that has not been previously checked by Codeyoung IT security or an authorized agency of Codeyoung IT security, and any software that is delivered in such a way that it may have been tampered with.

Unless the prior specific approval of senior management is obtained, the use of unauthorized software on Company equipment or other breach of the above will be viewed as gross misconduct and an extremely serious violation of the Company's regulations, which may lead to disciplinary action including but not limited to termination , or other appropriate action as necessary by the Company.

I confirm that I have read and understood the above conditions on the use of unauthorized software and systems. I also understand that the Company may from time to time notify amendments or additional conditions or Policies governing access, use and protection of data, systems and software and I agree to abide by them in full compliance thereof.

Name:

Date:

Signature:

HR 2.01 F6 – Data Protection Declaration

To: Codeyoung (“Codeyoung”)

1. I, the undersigned, make this declaration in my capacity as an employee of Codeyoung, and as a condition of being assigned by Codeyoung to perform certain services for Codeyoung and any of its direct or indirect subsidiaries (individually a “Data Controller” and together the “Data Controllers”).

2. I hereby and solemnly undertake that I will at all times maintain strict confidentiality with regard to, and will not for my own or anyone else’s use (whether for profit or not) make copies of or notes about, any and all matters of a confidential nature or the Personal Data of anyone including but not limited to name, age, preferences, medical or health status or any other information which is reasonably deemed Personal in nature or deemed personal data by law concerning any of the Data Controllers, their customers, the state of their accounts or any other matter relating to the affairs of a Data Controller and its customers except where required by law to disclose such information or with the prior written permission of the Data Controller or the person to whom any duty of confidentiality is owed. Should I be required by law to make such a disclosure, I shall so far as lawful promptly inform the Codeyoung of such a requirement.

3. I undertake to deliver up to Codeyoung all and any records in any medium which I may hold at the end of my assignment in performing services for any of the Data Controllers.

4. I hereby confirm that I have read or viewed, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, the following rules or requirements (as the same may be amended from time to time):

5. Codeyoung policies and standards concerning Information Technology and Information Technology Security.: In this respect I understand that the loading or use of software not supplied and authorized by Codeyoung on Codeyoung computer systems and/or the loading or use of Codeyoung Group's software on any other equipment is strictly forbidden;

- a. Codeyoung staff training video on data protection;
- b. Security procedures specific to the building where I am to carry out my assignment; and
- c. Codeyoung staff handbook.

6. I also confirm that I shall read or view, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, any other rules or requirements (whether in relation to the data protection legislation referred to in paragraph 4(b) above or otherwise) advised to me by Codeyoung.

I confirm that I have read and understood the above conditions . I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



DECLARATION OF ABSENCE OF PROCEEDINGS

I hereby confirm that:

I have never been convicted of a criminal offence involving fraud or dishonesty; and

I have never been declared bankrupt.

Signed _____

Name _____

Codeyoung Dept. / Job title_

Date _____



INFORMATION SYSTEMS USAGE - TERMS AND CONDITIONS

1. Usage of or access to the Internet, computer and software 'equipment' wherever situated in Codeyoung premises or those made available by Codeyoung, its customers or business partners is to be conducted in a business-like and professional manner. Use of Email and computer systems are provided for Codeyoung's business matters only. Any breach is subject to disciplinary procedure, up to and including revocation of access privileges and termination of employment.

Internet and Email access is not to be used for the following purposes, which are expressly forbidden: solicitation of correspondence unrelated to business activities, illegal, libellous or offensive messages, prejudice or harassment whether racial, sexual or of any other kind, action prejudicial to another's business, his reputation or his Internet access (flaming, spamming etc.), for download of pornography, games software or other salacious or frivolous material, for obtaining or purchasing executable (exe) software without specific prior approval or video, audio or music material, nor for participation in news - groups, use-groups or chat-rooms, nor for issuance of any form of formally unauthorized business advice.

2. No legal commitment by Email on behalf of any member of Codeyoung, or for the conclusion of any form of commercial contractual agreement; nor for communication of any advertising/marketing material without prior approval of an authorized person must be made.

3. The user shall respect and abide by all applicable laws, including confidentiality, copyright and data protection laws. In particular the user must not copy or transmit to third parties the works of others without their permission as this may infringe copyright.

4. Hard copies must be taken of any electronic mail messages which need to be retained for regulatory or other legal purposes, as advised by the Compliance function. Comment – Codeyoung Management to assess if they like to retain this practice.

5. The user must not import files or messages without ensuring that they have first been scanned for viruses.

6. The user will bear in mind at all times that electronic mail messages, however confidential or damaging, may have to be disclosed in court proceedings or investigations.

7. Codeyoung is entitled at any time to examine the computer systems and/or download details of and/or monitor any usage of any kind by the user of the Internet including, without limitation, any Email messages, whether or not created by the user, the content of any pages downloaded and any mechanisms which record the user's use of the Internet.



I SHIKHA MS,

The user acknowledges receipt of the above conditions (which I have read and understood). I accept, and agree to comply with, all the matters referred to in them. I understand that failure to do so may result in disciplinary action against me. I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



HR 2.01 F10 – Data Consent Form

Personal data - Consent

In consideration of being evaluated for employment by Codeyoung, for purposes of pre-employment, during employment and post-employment processing of my personal data

I hereby expressly agree and consent as follows:

Codeyoung or its authorized agents or service providers or third parties including platforms or aggregators may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks. In this regard, Codeyoung may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

I understand and agree that:

My personal information/data may be processed, analysed and accessed by or on behalf of Codeyoung by third parties whether based in India or other locations, where there may be less stringent data protection laws than in India.

Codeyoung shall protect my Personal Data in accordance with the applicable laws by using industry standard security and protection protocols.

At any time Codeyoung or its authorized agents or service providers may request, collect, process and disclose my personal information/data for processing my salary, health insurance, employee benefits, for employment or other intranet or internet portals or platforms and other such operations lawfully necessary.

Date:

Signature:

Name

HR 2.01 F10 – Data Consent Form

THE CTC PROVIDED BY THE COMPANY WILL BE **INR 7,00,000 per annum**. INR 4,00,000 is fixed (per annum) and INR 3,00,000 is the variable (per annum). The variable is based on the performance (achieving the revenue targets) and is paid out on a quarterly basis as per the existing incentive structure at that point in time.

Full Breakdown of fixed CTC will be given below

- Subject to deductions for Employee's contribution to PF, Professional Tax, Income Tax and other statutory deductions that may be applicable
- EPFO guidelines for International Worker applicable.
- Any other relevant Compensation & Benefits related matter shall be governed by the service rules and policies in force and applicable from time to time.
- As per IT Act, it is mandatory for all individuals working in India whose receipts are subject to deduction of tax at source (the deductee) to furnish his/ her PAN details to the deductor (Company), failing which the deductor (Company) w.e.f. April 2010 will deduct Tax at Source at rates higher than normal as per norms.

S.No.	Salary	Annual	Monthly
1	Basic Salary	₹240,000	₹20,000
2	House Rent Allowance	₹112,608	₹9,384
3	LTA	₹12,000	₹1,000
4	Special Allowances	₹12,000	₹1,000
	Gross Salary	₹376,608	₹31,384
C	Employer Contribution to PF	₹23,400	₹1,950
A	Fixed CTC	₹400,008	₹33,334
	Deductions		
1	Professional Tax	₹2,400	₹200
2	Provident Fund	₹21,600	₹1,800
B	Total Deductions	₹24,000	₹2,000
A – B – C	Net Salary	₹352,608	₹29,384

With regards,

Shailendra Dhakad
Director
Codeyoung



WeWork, Vaishnavi Signature,
Marthahalli, Sarjapur Outer
Ring Rd, Bellandur
Bangalore, Karnataka, 560103
support@Codeyoung.com
+919971734778

Employment Offer and Employment Agreement

10th March 2021,

Dear Rahul R Patil,

Further to your recent interview, conditional on and subject to no adverse findings arising from any of the employee background verification checks, required to be carried out by the Organization, I am pleased to offer you the following employment with Codeyoung. This offer letter upon written acceptance by you shall be deemed as Employment Agreement. Your date of joining is **20th March, 2021**

1. BACKGROUND CHECKS AND REFERENCE CHECKS

During the term of your employment, you may also be subject to the same / similar / other background verification checks being repeated at such intervals as may be determined solely by the Company. In the event that there are any adverse findings that arise during the course of or as a result of such background verification checks, you may be subject to disciplinary proceedings up to and including but not limited to termination of your employment.

For the purpose of obtaining your present employer's reference, you agree that your written acceptance will constitute your permission to write for reference checks.

2. Probation/Training

You will be on probation/training for a period of 2 months during which your performance shall be reviewed by the Company. The stipend during the probation/training is INR 15000/month (Fifteen Thousand per month) In case of unsatisfactory performance your probation/training may be ended or extended subject to additional conditions. Upon successful completion of probation/training period by without any extension and by meeting the expected targets you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by Company.

JOB TITLE: Inside Sales Executive

As a term of your employment from time to time you may be required to undertake such other duties as may be commensurate with the business needs in the Company.

3. COMPENSATION

Your remuneration shall be as per Annexure titled “Compensation”

Salary is subject to Income Tax and other statutory deductions and will be paid into a bank account indicated by you.

You will receive a monthly pay statement detailing gross pay and deductions. Any subsequent changes to your salary will be highlighted on that statement.

Periodically your performance will be reviewed. If a performance award (bonus) is applicable, it will usually be paid subject to your performance appraisal, ratings and company performance and other such criteria at payout intervals determined by the Company.

In the event of an Income tax liability or any other tax liability or any statutory charges arising as a result of your employment with the Company, these will be borne by yourselves and Company shall in no event be liable for payment of these taxes or any other charges of this nature for the period of your employment or after cessation of your employment with Company.

4. SALARY REVISIONS

The Company may undertake periodic review of salaries, and will notify of any amendments, which are to be applied. Such reviews will take due consideration of, amongst other things, inflationary, deflationary, market and other economic pressures impacting the company and the staff.

5. DEDUCTIONS FROM PAY

When your employment ends, if the number of annual leaves you have taken exceed your entitlement, an appropriate deduction will be made from your full and final payout. Any leave balance outstanding in your name may be encashed subject to the Leave encashment Policy applicable. If you are summarily dismissed, or you leave the Company without giving due notice under your contract of employment, your entitlement to holiday pay ends with the date of termination.

6. HOURS OF WORK

Your usual working hours shall be 11:00 am to 9:00 pm, however in interest of business such hours may be extended. The lunch break hour shall be 01:00 pm to 2:00 pm. Work days are from Tuesday to Sunday, with Monday being a week off. The timings and work days are subject to change based on the management's decision.

7. ADDITIONAL HOURS

Subject to your role qualifying for overtime under applicable statutory provisions, if occasions arise when you may be required to work additional hours beyond normal hours.

8. PLACE OF WORK AND MOBILITY

Your usual location of work will be **Bangalore**. However, you may be required from time to time to work at or from any office or location of the Company or within different companies affiliated to Codeyoung. A change of your place of residence may be required from time to time and you may be transferred from one city to another for business needs of the Company. In case of transfer, your transfer shall be subject to Relocation Policy.

9. RETIREMENT

Normal retirement in the company is at age 58. Your employment will terminate automatically at the end of the month in which your 58th birthday occurs, unless you are otherwise advised by individual notice. You may also be retired earlier if found to be medically unfit or suffer any other incapacity that may impact the effective performance of your services.

10. RULES AND REGULATIONS

Codeyoung, is a business based on integrity and mutual trust. In order to maintain and safeguard the trust and confidence of customers and the public certain ethical principles and standards of conduct have to be maintained.

In addition to any requirement under the Code of Conduct , you are also required as a condition of continued employment to disclose to Codeyoung immediately and without any delay, any instance of you being arrested or charged or convicted of any criminal offence(s) and / or being declared bankrupt during the course of your employment. Failure to disclose such information may result in disciplinary proceedings up to and including but not limited to termination of employment .

Other specific rules and regulations will be notified by the Company from time to time. Policies, Code of Conduct, rules and regulations may be amended from time to time. You are required to keep yourself updated of such changes

11. CONFIDENTIALITY

As a condition of employment, you are required to sign and return the Non-Disclosure Agreement in Annexure that pledges confidentiality on all business matters appertaining to the Codeyoung, its subsidiaries, the company, and its customers. A breach of confidentiality is a material breach and may result in disciplinary proceedings including but not limited to injunction, termination of employment or claims of damages.

12. PROTECTION OF PERSONAL DATA

The Codeyoungadopts industry standard software for maintenance of employee and customer data and Personal data of employees and customer data. Such data may be processed for human resources administration purposes, including payroll administration, career development, performance and health and safety administration and such business and operational needs. In order to process your personal data, the Company needs your consent. A format of such consent is enclosed with this letter. We request you to read and confirm your consent and return the Consent to us. Access to information systems and your personal data will be protected in accordance with our standard practices.

13. USE OF SOFTWARE AND SYSTEMS ACCESS

You are required to follow policies, rules and procedures laid down by the Company in this letter and those subsequently notified by the Company

14. DATA PROTECTION

Under the Company's policies, you have a responsibility to ensure that all personal data, confidential information you process or possess, is kept protected. Unauthorized disclosure of personal data of any one, yourself, your colleagues, vendors or customers is a material breach and may result in disciplinary action including but not limited to termination of employment and other actions as may be necessary under the applicable laws governing data protection. Therefore, you must ensure that you do the following in addition to all other guidance regarding data protection you may receive from the Company from time to time:

- Do not disclose personal data without authority

- Do not access information or systems not directly relevant to each task
- Do not treat personal data carelessly
- lock all printouts away when not in use
- Do not disclose your computer password to any unauthorized person.

Under the Company's policies, it is important that the Company's internal, restricted or highly restricted personal records are maintained as accurately as possible. Hence, you must notify the Company in writing of any change in your personal circumstances, such as your address, marital status, birth of children, attainment of professional qualifications, and so forth.

15. TERMINATION OF YOUR EMPLOYMENT BY THE COMPANY

Post confirmation, except where your employment is terminated on the grounds of misconduct, breach of employment terms or policies, breach of laws, you are entitled to a prior notice of termination of **1 month** from the Company, or pay in lieu of notice period.

In the event of misconduct, breach of policies, Code of Conduct, involvement in any criminal activity of sexual harassment incident or similar such reasons, the notice period of one month shall not apply and services may require to be terminated at shorter notice.

Notice of Termination may be handed to you personally, by email or sent to your last recorded address. The Company reserves the right to ask that you no longer work at your office location for the duration of your notice period in case circumstances so require.

16. TERMINATION OF EMPLOYMENT BY YOU

During probation, you are required to give the company at least one calendar months' notice in writing. Post confirmation, you are required to give the company a minimum of **2 months'** notice in writing. Where notice period as per terms of employment is not served, pay in lieu of notice period would be reduced from the final settlement dues to the employee. Upon immediate termination of employment by you, you will have to compensate by paying up to an amount equal to 2 month's salary to the Company in lieu of the notice period.

17. A RETURN OF ASSETS UPON END OF YOUR ENGAGEMENT

You shall immediately return all computers, software, access cards, work deliverables, completed or work in progress and any other Codeyoung provided property upon your end of employment. You shall not make any copies of work products or software or retain any

of Codeyoung assets in your possession after your employment with Codeyoung comes to an end. You understand that a breach of this obligation entitles Codeyoung to take civil and criminal actions as applicable for recovery of its assets.

18. INTELLECTUAL PROPERTY RIGHTS IN DELIVERABLES

In consideration of your employment, you agree and hereby assign all intellectual property rights copyrights, patents, trademarks, design rights or any other proprietary right and moral rights assignable to Codeyoung in all deliverables you create in the course of your employment including but not limited to software codes, reports, algorithms, analysis etc. You shall not retain any copies of the same in your personal computer or mail systems. You understand that intellectual property is a vital asset for Codeyoung and any wrongful disclosure or handling of the same shall result in irreparable loss and injury to Codeyoung and allow Codeyoung to prosecute a legal action, claim damages or injunctions. You shall not use third party's proprietary material or their intellectual property without appropriate authorisations and licenses to produce your work deliverables for Codeyoung.

19. INDEMNIFICATIONS

You understand that breaching actions of yours such as breach of confidentiality, breach of applicable laws, breach of data protection obligations, breach of intellectual property rights may cause Codeyoung financial, reputational or goodwill loss, hence you shall at all times indemnify Codeyoung, its directors, third parties and employees from and against any claims, losses or damages arising from your breaches or unlawful activities.

20. NON -SOLICITATION

You shall not directly or indirectly induce, influence, coerce, solicit away any of Codeyoung's customers or employees. This restriction applies during your tenure with Codeyoung and for a duration of two years after termination of your engagement with Codeyoung, regardless of the reason for termination of your engagement with Codeyoung.

21. AMENDMENTS

The Company reserves the right to amend the terms and conditions related to employment, the policies, the rules and regulations applicable to employees. Such changes would be communicated through an internal communication to the employees at large. Such changes



shall be deemed to be part of your employment conditions. All enclosures herewith are deemed part of your employment agreement with the Company.

22. EXCLUSIVE JURISDICTION

Your employment and conditions of employment are exclusively governed by the laws of India and the courts of Bangalore shall have the exclusive jurisdiction on any dispute arising on matters related to your employment.

23. SEVERABILITY

If any part of this agreement is held invalid, void or unenforceable, the remainder of the terms shall continue to be fully enforceable minus the portion which is not enforceable.



CONFIRMATION OF ACCEPTANCE

We request you to complete and return the copy of this letter as a token of written acceptance of this offer. If we do not receive a written acceptance as above from you within 3 days from the date of this letter, we shall assume that you do not wish to take up this offer of employment and our offer will lapse automatically . We sincerely hope that you will accept this appointment and look forward to having you onboard.

Yours sincerely,

Shailendra Dhakad

Director

Codeyoung



HR 2.01 E5 -- Acceptance of Software and Systems usage.

To

Codeyoung

("Thecompany")

The Company forbids the use of unauthorized software on any company equipment or the use of authorized software on any personal or non-company issued equipment. The Company forbids unauthorized access, or any unauthorized attempt to access, any data maintained on any computer systems.

Unauthorized software comprises any software that is not on the Codeyoung IT list of approved software or which has not been procured via the authorized procurement channels and includes any unsolicited software, demonstration software that has not been previously checked by Codeyoung IT security or an authorized agency of Codeyoung IT security, and any software that is delivered in such a way that it may have been tampered with.

Unless the prior specific approval of senior management is obtained, the use of unauthorized software on Company equipment or other breach of the above will be viewed as gross misconduct and an extremely serious violation of the Company's regulations, which may lead to disciplinary action including but not limited to termination , or other appropriate action as necessary by the Company.

I confirm that I have read and understood the above conditions on the use of unauthorized software and systems. I also understand that the Company may from time to time notify amendments or additional conditions or Policies governing access, use and protection of data, systems and software and I agree to abide by them in full compliance thereof.

Name:

Date:

Signature:

HR 2.01 F6 – Data Protection Declaration

To: Codeyoung (“Codeyoung”)

1. I, the undersigned, make this declaration in my capacity as an employee of Codeyoung, and as a condition of being assigned by Codeyoung to perform certain services for Codeyoung and any of its direct or indirect subsidiaries (individually a “Data Controller” and together the “Data Controllers”).

2. I hereby and solemnly undertake that I will at all times maintain strict confidentiality with regard to, and will not for my own or anyone else’s use (whether for profit or not) make copies of or notes about, any and all matters of a confidential nature or the Personal Data of anyone including but not limited to name, age, preferences, medical or health status or any other information which is reasonably deemed Personal in nature or deemed personal data by law concerning any of the Data Controllers, their customers, the state of their accounts or any other matter relating to the affairs of a Data Controller and its customers except where required by law to disclose such information or with the prior written permission of the Data Controller or the person to whom any duty of confidentiality is owed. Should I be required by law to make such a disclosure, I shall so far as lawful promptly inform the Codeyoung of such a requirement.

3. I undertake to deliver up to Codeyoung all and any records in any medium which I may hold at the end of my assignment in performing services for any of the Data Controllers.

4. I hereby confirm that I have read or viewed, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, the following rules or requirements (as the same may be amended from time to time):

5. Codeyoung policies and standards concerning Information Technology and Information Technology Security.: In this respect I understand that the loading or use of software not supplied and authorized by Codeyoung on Codeyoung computer systems and/or the loading or use of Codeyoung Group's software on any other equipment is strictly forbidden;

- a. Codeyoung staff training video on data protection;
- b. Security procedures specific to the building where I am to carry out my assignment; and
- c. Codeyoung staff handbook.

6. I also confirm that I shall read or view, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, any other rules or requirements (whether in relation to the data protection legislation referred to in paragraph 4(b) above or otherwise) advised to me by Codeyoung.

I confirm that I have read and understood the above conditions . I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



DECLARATION OF ABSENCE OF PROCEEDINGS

I hereby confirm that:

I have never been convicted of a criminal offence involving fraud or dishonesty; and

I have never been declared bankrupt.

Signed _____

Name _____

Codeyoung Dept. / Job title_

Date _____

INFORMATION SYSTEMS USAGE - TERMS AND CONDITIONS

1. Usage of or access to the Internet, computer and software 'equipment' wherever situated in Codeyoung premises or those made available by Codeyoung, its customers or business partners is to be conducted in a business-like and professional manner. Use of Email and computer systems are provided for Codeyoung's business matters only. Any breach is subject to disciplinary procedure, up to and including revocation of access privileges and termination of employment.

Internet and Email access is not to be used for the following purposes, which are expressly forbidden: solicitation of correspondence unrelated to business activities, illegal, libellous or offensive messages, prejudice or harassment whether racial, sexual or of any other kind, action prejudicial to another's business, his reputation or his Internet access (flaming, spamming etc.), for download of pornography, games software or other salacious or frivolous material, for obtaining or purchasing executable (exe) software without specific prior approval or video, audio or music material, nor for participation in news - groups, use-groups or chat-rooms, nor for issuance of any form of formally unauthorized business advice.

2. No legal commitment by Email on behalf of any member of Codeyoung, or for the conclusion of any form of commercial contractual agreement; nor for communication of any advertising/marketing material without prior approval of an authorized person must be made.

3. The user shall respect and abide by all applicable laws, including confidentiality, copyright and data protection laws. In particular the user must not copy or transmit to third parties the works of others without their permission as this may infringe copyright.

4. Hard copies must be taken of any electronic mail messages which need to be retained for regulatory or other legal purposes, as advised by the Compliance function. Comment – Codeyoung Management to assess if they like to retain this practice.

5. The user must not import files or messages without ensuring that they have first been scanned for viruses.

6. The user will bear in mind at all times that electronic mail messages, however confidential or damaging, may have to be disclosed in court proceedings or investigations.

7. Codeyoung is entitled at any time to examine the computer systems and/or download details of and/or monitor any usage of any kind by the user of the Internet including, without limitation, any Email messages, whether or not created by the user, the content of any pages downloaded and any mechanisms which record the user's use of the Internet.



I Rahul R Patil,

The user acknowledges receipt of the above conditions (which I have read and understood). I accept, and agree to comply with, all the matters referred to in them. I understand that failure to do so may result in disciplinary action against me. I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



HR 2.01 F10 – Data Consent Form

Personal data - Consent

In consideration of being evaluated for employment by Codeyoung, for purposes of pre - employment, during employment and post-employment processing of my personal data

I hereby expressly agree and consent as follows:

Codeyoung or its authorized agents or service providers or third parties including platforms or aggregators may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks. In this regard, Codeyoung may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

I understand and agree that:

My personal information/data may be processed, analysed and accessed by or on behalf of Codeyoung by third parties whether based in India or other locations, where there may be less stringent data protection laws than in India.

Codeyoung shall protect my Personal Data in accordance with the applicable laws by using industry standard security and protection protocols.

At any time Codeyoung or its authorized agents or service providers may request, collect, process and disclose my personal information/data for processing my salary, health insurance, employee benefits, for employment or other intranet or internet portals or platforms and other such operations lawfully necessary.

Date:

Signature:

Name

HR 2.01 F10 – Data Consent Form

THE CTC PROVIDED BY THE COMPANY WILL BE **INR 7,00,000 per annum**. INR 4,00,000 is fixed (per annum) and INR 3,00,000 is the variable (per annum). The variable is based on the performance (achieving the revenue targets) and is paid out on a quarterly basis as per the existing incentive structure at that point in time.

Full Breakdown of fixed CTC will be given below

- Subject to deductions for Employee’s contribution to PF, Professional Tax, Income Tax and other statutory deductions that may be applicable
- EPFO guidelines for International Worker applicable.
- Any other relevant Compensation & Benefits related matter shall be governed by the service rules and policies in force and applicable from time to time.
- As per IT Act, it is mandatory for all individuals working in India whose receipts are subject to deduction of tax at source (the deductee) to furnish his/ her PAN details to the deductor (Company), failing which the deductor (Company) w.e.f. April 2010 will deduct Tax at Source at rates higher than normal as per norms.

S.No.	Salary	Annual	Monthly
1	Basic Salary	₹240,000	₹20,000
2	House Rent Allowance	₹112,608	₹9,384
3	LTA	₹12,000	₹1,000
4	Special Allowances	₹12,000	₹1,000
	Gross Salary	₹376,608	₹31,384
C	Employer Contribution to PF	₹23,400	₹1,950
A	Fixed CTC	₹400,008	₹33,334
	Deductions		
1	Professional Tax	₹2,400	₹200
2	Provident Fund	₹21,600	₹1,800
B	Total Deductions	₹24,000	₹2,000
A – B- C	Net Salary	₹352,608	₹29,384

With regards,

Shailendra Dhakad
Director
Codeyoung



WeWork, Vaishnavi Signature,
Marthahalli, Sarjapur Outer
Ring Rd, Bellandur
Bangalore, Karnataka, 560103
support@Codeyoung.com
+919971734778

Employment Offer and Employment Agreement

10th March 2021,

Dear Yathish R,

Further to your recent interview, conditional on and subject to no adverse findings arising from any of the employee background verification checks, required to be carried out by the Organization, I am pleased to offer you the following employment with Codeyoung. This offer letter upon written acceptance by you shall be deemed as Employment Agreement. Your date of joining is **20th March, 2021**

1. BACKGROUND CHECKS AND REFERENCE CHECKS

During the term of your employment, you may also be subject to the same / similar / other background verification checks being repeated at such intervals as may be determined solely by the Company. In the event that there are any adverse findings that arise during the course of or as a result of such background verification checks, you may be subject to disciplinary proceedings up to and including but not limited to termination of your employment.

For the purpose of obtaining your present employer's reference, you agree that your written acceptance will constitute your permission to write for reference checks.

2. Probation/Training

You will be on probation/training for a period of 2 months during which your performance shall be reviewed by the Company. The stipend during the probation/training is INR 15000/month (Fifteen Thousand per month) In case of unsatisfactory performance your probation/training may be ended or extended subject to additional conditions. Upon successful completion of probation/training period by without any extension and by meeting the expected targets you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by Company.

JOB TITLE: Inside Sales Executive

As a term of your employment from time to time you may be required to undertake such other duties as may be commensurate with the business needs in the Company.

3. COMPENSATION

Your remuneration shall be as per Annexure titled “Compensation”

Salary is subject to Income Tax and other statutory deductions and will be paid into a bank account indicated by you.

You will receive a monthly pay statement detailing gross pay and deductions. Any subsequent changes to your salary will be highlighted on that statement.

Periodically your performance will be reviewed. If a performance award (bonus) is applicable, it will usually be paid subject to your performance appraisal, ratings and company performance and other such criteria at payout intervals determined by the Company.

In the event of an Income tax liability or any other tax liability or any statutory charges arising as a result of your employment with the Company, these will be borne by yourselves and Company shall in no event be liable for payment of these taxes or any other charges of this nature for the period of your employment or after cessation of your employment with Company.

4. SALARY REVISIONS

The Company may undertake periodic review of salaries, and will notify of any amendments, which are to be applied. Such reviews will take due consideration of, amongst other things, inflationary, deflationary, market and other economic pressures impacting the company and the staff.

5. DEDUCTIONS FROM PAY

When your employment ends, if the number of annual leaves you have taken exceed your entitlement, an appropriate deduction will be made from your full and final payout. Any leave balance outstanding in your name may be encashed subject to the Leave encashment Policy applicable. If you are summarily dismissed, or you leave the Company without giving due notice under your contract of employment, your entitlement to holiday pay ends with the date of termination.

6. HOURS OF WORK

Your usual working hours shall be 11:00 am to 9:00 pm, however in interest of business such hours may be extended. The lunch break hour shall be 01:00 pm to 2:00 pm. Work days are from Tuesday to Sunday, with Monday being a week off. The timings and work days are subject to change based on the management's decision.

7. ADDITIONAL HOURS

Subject to your role qualifying for overtime under applicable statutory provisions, if occasions arise when you may be required to work additional hours beyond normal hours.

8. PLACE OF WORK AND MOBILITY

Your usual location of work will be **Bangalore**. However, you may be required from time to time to work at or from any office or location of the Company or within different companies affiliated to Codeyoung. A change of your place of residence may be required from time to time and you may be transferred from one city to another for business needs of the Company. In case of transfer, your transfer shall be subject to Relocation Policy.

9. RETIREMENT

Normal retirement in the company is at age 58. Your employment will terminate automatically at the end of the month in which your 58th birthday occurs, unless you are otherwise advised by individual notice. You may also be retired earlier if found to be medically unfit or suffer any other incapacity that may impact the effective performance of your services.

10. RULES AND REGULATIONS

Codeyoung, is a business based on integrity and mutual trust. In order to maintain and safeguard the trust and confidence of customers and the public certain ethical principles and standards of conduct have to be maintained.

In addition to any requirement under the Code of Conduct , you are also required as a condition of continued employment to disclose to Codeyoung immediately and without any delay, any instance of you being arrested or charged or convicted of any criminal offence(s) and / or being declared bankrupt during the course of your employment. Failure to disclose such information may result in disciplinary proceedings up to and including but not limited to termination of employment .

Other specific rules and regulations will be notified by the Company from time to time. Policies, Code of Conduct, rules and regulations may be amended from time to time. You are required to keep yourself updated of such changes

11. CONFIDENTIALITY

As a condition of employment, you are required to sign and return the Non-Disclosure Agreement in Annexure that pledges confidentiality on all business matters appertaining to the Codeyoung, its subsidiaries, the company, and its customers. A breach of confidentiality is a material breach and may result in disciplinary proceedings including but not limited to injunction, termination of employment or claims of damages.

12. PROTECTION OF PERSONAL DATA

The Codeyoungadopts industry standard software for maintenance of employee and customer data and Personal data of employees and customer data. Such data may be processed for human resources administration purposes, including payroll administration, career development, performance and health and safety administration and such business and operational needs. In order to process your personal data, the Company needs your consent. A format of such consent is enclosed with this letter. We request you to read and confirm your consent and return the Consent to us. Access to information systems and your personal data will be protected in accordance with our standard practices.

13. USE OF SOFTWARE AND SYSTEMS ACCESS

You are required to follow policies, rules and procedures laid down by the Company in this letter and those subsequently notified by the Company

14. DATA PROTECTION

Under the Company's policies, you have a responsibility to ensure that all personal data, confidential information you process or possess, is kept protected . Unauthorized disclosure of personal data of any one, yourself, your colleagues, vendors or customers is a material breach and may result in disciplinary action including but not limited to termination of employment and other actions as may be necessary under the applicable laws governing data protection. Therefore, you must ensure that you do the following in addition to all other guidance regarding data protection you may receive from the Company from time to time:

- Do not disclose personal data without authority

- Do not access information or systems not directly relevant to each task
- Do not treat personal data carelessly
- lock all printouts away when not in use
- Do not disclose your computer password to any unauthorized person.

Under the Company's policies, it is important that the Company's internal, restricted or highly restricted personal records are maintained as accurately as possible. Hence, you must notify the Company in writing of any change in your personal circumstances, such as your address, marital status, birth of children, attainment of professional qualifications, and so forth.

15. TERMINATION OF YOUR EMPLOYMENT BY THE COMPANY

Post confirmation, except where your employment is terminated on the grounds of misconduct, breach of employment terms or policies, breach of laws, you are entitled to a prior notice of termination of **1 month** from the Company, or pay in lieu of notice period.

In the event of misconduct, breach of policies, Code of Conduct, involvement in any criminal activity of sexual harassment incident or similar such reasons, the notice period of one month shall not apply and services may require to be terminated at shorter notice.

Notice of Termination may be handed to you personally, by email or sent to your last recorded address. The Company reserves the right to ask that you no longer work at your office location for the duration of your notice period in case circumstances so require.

16. TERMINATION OF EMPLOYMENT BY YOU

During probation, you are required to give the company at least one calendar months' notice in writing. Post confirmation, you are required to give the company a minimum of **2 months'** notice in writing. Where notice period as per terms of employment is not served, pay in lieu of notice period would be reduced from the final settlement dues to the employee. Upon immediate termination of employment by you, you will have to compensate by paying up to an amount equal to 2 month's salary to the Company in lieu of the notice period.

17. A RETURN OF ASSETS UPON END OF YOUR ENGAGEMENT

You shall immediately return all computers, software, access cards, work deliverables, completed or work in progress and any other Codeyoung provided property upon your end of employment. You shall not make any copies of work products or software or retain any

of Codeyoung assets in your possession after your employment with Codeyoung comes to an end. You understand that a breach of this obligation entitles Codeyoung to take civil and criminal actions as applicable for recovery of its assets.

18. INTELLECTUAL PROPERTY RIGHTS IN DELIVERABLES

In consideration of your employment, you agree and hereby assign all intellectual property rights copyrights, patents, trademarks, design rights or any other proprietary right and moral rights assignable to Codeyoung in all deliverables you create in the course of your employment including but not limited to software codes, reports, algorithms, analysis etc. You shall not retain any copies of the same in your personal computer or mail systems. You understand that intellectual property is a vital asset for Codeyoung and any wrongful disclosure or handling of the

same shall result in irreparable loss and injury to Codeyoung and allow Codeyoung to prosecute a legal action, claim damages or injunctions. You shall not use third party's proprietary material or their intellectual property without appropriate authorisations and licenses to produce your work deliverables for Codeyoung.

19. INDEMNIFICATIONS

You understand that breaching actions of yours such as breach of confidentiality, breach of applicable laws, breach of data protection obligations, breach of intellectual property rights may cause Codeyoung financial, reputational or goodwill loss, hence you shall at all times

indemnify Codeyoung, its directors, third parties and employees from and against any claims, losses or damages arising from your breaches or unlawful activities.

20. NON -SOLICITATION

You shall not directly or indirectly induce, influence, coerce, solicit away any of Codeyoung's customers or employees. This restriction applies during your tenure with Codeyoung and for a duration of two years after termination of your engagement with Codeyoung, regardless of the reason for termination of your engagement with Codeyoung.

21. AMENDMENTS

The Company reserves the right to amend the terms and conditions related to employment, the policies, the rules and regulations applicable to employees. Such changes would be communicated through an internal communication to the employees at large. Such changes



shall be deemed to be part of your employment conditions. All enclosures herewith are deemed part of your employment agreement with the Company.

22. EXCLUSIVE JURISDICTION

Your employment and conditions of employment are exclusively governed by the laws of India and the courts of Bangalore shall have the exclusive jurisdiction on any dispute arising on matters related to your employment.

23. SEVERABILITY

If any part of this agreement is held invalid, void or unenforceable, the remainder of the terms shall continue to be fully enforceable minus the portion which is not enforceable.



CONFIRMATION OF ACCEPTANCE

We request you to complete and return the copy of this letter as a token of written acceptance of this offer. If we do not receive a written acceptance as above from you within 3 days from the date of this letter, we shall assume that you do not wish to take up this offer of employment and our offer will lapse automatically. We sincerely hope that you will accept this appointment and look forward to having you onboard.

Yours sincerely,

Shailendra Dhakad

Director

Codeyoung



HR 2.01 E5 -- Acceptance of Software and Systems usage.

To

Codeyoung

("Thecompany")

The Company forbids the use of unauthorized software on any company equipment or the use of authorized software on any personal or non-company issued equipment. The Company forbids unauthorized access, or any unauthorized attempt to access, any data maintained on any computer systems.

Unauthorized software comprises any software that is not on the Codeyoung IT list of approved software or which has not been procured via the authorized procurement channels and includes any unsolicited software, demonstration software that has not been previously checked by Codeyoung IT security or an authorized agency of Codeyoung IT security, and any software that is delivered in such a way that it may have been tampered with.

Unless the prior specific approval of senior management is obtained, the use of unauthorized software on Company equipment or other breach of the above will be viewed as gross misconduct and an extremely serious violation of the Company's regulations, which may lead to disciplinary action including but not limited to termination , or other appropriate action as necessary by the Company.

I confirm that I have read and understood the above conditions on the use of unauthorized software and systems. I also understand that the Company may from time to time notify amendments or additional conditions or Policies governing access, use and protection of data, systems and software and I agree to abide by them in full compliance thereof.

Name:

Date:

Signature:

HR 2.01 F6 – Data Protection Declaration

To: Codeyoung (“Codeyoung”)

1. I, the undersigned, make this declaration in my capacity as an employee of Codeyoung, and as a condition of being assigned by Codeyoung to perform certain services for Codeyoung and any of its direct or indirect subsidiaries (individually a “Data Controller” and together the “Data Controllers”).

2. I hereby and solemnly undertake that I will at all times maintain strict confidentiality with regard to, and will not for my own or anyone else’s use (whether for profit or not) make copies of or notes about, any and all matters of a confidential nature or the Personal Data of anyone including but not limited to name, age, preferences, medical or health status or any other information which is reasonably deemed Personal in nature or deemed personal data by law concerning any of the Data Controllers, their customers, the state of their accounts or any other matter relating to the affairs of a Data Controller and its customers except where required by law to disclose such information or with the prior written permission of the Data Controller or the person to whom any duty of confidentiality is owed. Should I be required by law to make such a disclosure, I shall so far as lawful promptly inform the Codeyoung of such a requirement.

3. I undertake to deliver up to Codeyoung all and any records in any medium which I may hold at the end of my assignment in performing services for any of the Data Controllers.

4. I hereby confirm that I have read or viewed, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, the following rules or requirements (as the same may be amended from time to time):

5. Codeyoung policies and standards concerning Information Technology and Information Technology Security.: In this respect I understand that the loading or use of software not supplied and authorized by Codeyoung on Codeyoung computer systems and/or the loading or use of Codeyoung Group's software on any other equipment is strictly forbidden;

- a. Codeyoung staff training video on data protection;
- b. Security procedures specific to the building where I am to carry out my assignment; and
- c. Codeyoung staff handbook.

6. I also confirm that I shall read or view, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, any other rules or requirements (whether in relation to the data protection legislation referred to in paragraph 4(b) above or otherwise) advised to me by Codeyoung.

I confirm that I have read and understood the above conditions . I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



DECLARATION OF ABSENCE OF PROCEEDINGS

I hereby confirm that:

I have never been convicted of a criminal offence involving fraud or dishonesty; and

I have never been declared bankrupt.

Signed _____

Name _____

Codeyoung Dept. / Job title_

Date _____

INFORMATION SYSTEMS USAGE - TERMS AND CONDITIONS

1. Usage of or access to the Internet, computer and software 'equipment' wherever situated in Codeyoung premises or those made available by Codeyoung, its customers or business partners is to be conducted in a business-like and professional manner. Use of Email and computer systems are provided for Codeyoung's business matters only. Any breach is subject to disciplinary procedure, up to and including revocation of access privileges and termination of employment.

Internet and Email access is not to be used for the following purposes, which are expressly forbidden: solicitation of correspondence unrelated to business activities, illegal, libellous or offensive messages, prejudice or harassment whether racial, sexual or of any other kind, action prejudicial to another's business, his reputation or his Internet access (flaming, spamming etc.), for download of pornography, games software or other salacious or frivolous material, for obtaining or purchasing executable (exe) software without specific prior approval or video, audio or music material, nor for participation in news - groups, use-groups or chat-rooms, nor for issuance of any form of formally unauthorized business advice.

2. No legal commitment by Email on behalf of any member of Codeyoung, or for the conclusion of any form of commercial contractual agreement; nor for communication of any advertising/marketing material without prior approval of an authorized person must be made.

3. The user shall respect and abide by all applicable laws, including confidentiality, copyright and data protection laws. In particular the user must not copy or transmit to third parties the works of others without their permission as this may infringe copyright.

4. Hard copies must be taken of any electronic mail messages which need to be retained for regulatory or other legal purposes, as advised by the Compliance function. Comment – Codeyoung Management to assess if they like to retain this practice.

5. The user must not import files or messages without ensuring that they have first been scanned for viruses.

6. The user will bear in mind at all times that electronic mail messages, however confidential or damaging, may have to be disclosed in court proceedings or investigations.

7. Codeyoung is entitled at any time to examine the computer systems and/or download details of and/or monitor any usage of any kind by the user of the Internet including, without limitation, any Email messages, whether or not created by the user, the content of any pages downloaded and any mechanisms which record the user's use of the Internet.



I Yathish R,

The user acknowledges receipt of the above conditions (which I have read and understood). I accept, and agree to comply with, all the matters referred to in them. I understand that failure to do so may result in disciplinary action against me. I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



HR 2.01 F10 – Data Consent Form

Personal data - Consent

In consideration of being evaluated for employment by Codeyoung, for purposes of pre - employment, during employment and post-employment processing of my personal data

I hereby expressly agree and consent as follows:

Codeyoung or its authorized agents or service providers or third parties including platforms or aggregators may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks. In this regard, Codeyoung may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

I understand and agree that:

My personal information/data may be processed, analysed and accessed by or on behalf of Codeyoung by third parties whether based in India or other locations, where there may be less stringent data protection laws than in India.

Codeyoung shall protect my Personal Data in accordance with the applicable laws by using industry standard security and protection protocols.

At any time Codeyoung or its authorized agents or service providers may request, collect, process and disclose my personal information/data for processing my salary, health insurance, employee benefits, for employment or other intranet or internet portals or platforms and other such operations lawfully necessary.

Date:

Signature:

Name

HR 2.01 F10 – Data Consent Form

THE CTC PROVIDED BY THE COMPANY WILL BE **INR 7,00,000 per annum**. INR 4,00,000 is fixed (per annum) and INR 3,00,000 is the variable (per annum). The variable is based on the performance (achieving the revenue targets) and is paid out on a quarterly basis as per the existing incentive structure at that point in time.

Full Breakdown of fixed CTC will be given below

- Subject to deductions for Employee’s contribution to PF, Professional Tax, Income Tax and other statutory deductions that may be applicable
- EPFO guidelines for International Worker applicable.
- Any other relevant Compensation & Benefits related matter shall be governed by the service rules and policies in force and applicable from time to time.
- As per IT Act, it is mandatory for all individuals working in India whose receipts are subject to deduction of tax at source (the deductee) to furnish his/ her PAN details to the deductor (Company), failing which the deductor (Company) w.e.f. April 2010 will deduct Tax at Source at rates higher than normal as per norms.

S.No.	Salary	Annual	Monthly
1	Basic Salary	₹240,000	₹20,000
2	House Rent Allowance	₹112,608	₹9,384
3	LTA	₹12,000	₹1,000
4	Special Allowances	₹12,000	₹1,000
	Gross Salary	₹376,608	₹31,384
C	Employer Contribution to PF	₹23,400	₹1,950
A	Fixed CTC	₹400,008	₹33,334
	Deductions		
1	Professional Tax	₹2,400	₹200
2	Provident Fund	₹21,600	₹1,800
B	Total Deductions	₹24,000	₹2,000
A – B – C	Net Salary	₹352,608	₹29,384

With regards,

Shailendra Dhakad
Director
Codeyoung

Mar 19, 2021

Offer ID : 233760

Vrushasen Deshmukh

Yeshomangal Layout VMV Raod Amravati,
Amravati,Amravati,
Amravati 444601
MAHARASHTRA India

Dear Vrushasen Deshmukh,

On behalf of Quess IT Staffing (A Division of Quess Corp Ltd.), (hereinafter referred to as "the Company") I am very pleased to offer you a position of **Non-Technical Support LI** in our organization. Your joining date will be **Mar 22, 2021**.

On the first day of the employment, please report to:

HP DOMESTIC

Hewlett Packard,
Bangalore.

Reporting Time : 9:00 AM

You will be paid a annual salary(CTC) of Rs. 2,91,600. Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

Quess IT Staffing (A Division of Quess Corp Ltd.)

Attn HR: S.R. Infotech Complex, No.5/4-2, Thavarekere Main Road,
S. G. Palya, D.R. College Post

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact me.

Sincerely,

Approved By: Ronak DeepakBhai Tambe

Deputy General Manager
ronak.tambe@quesscorp.com

Created By: Arpita Khandelwal
Senior Consultant - Recruitment
arpita.khandelwal@quesscorp.com

EMPLOYMENT AGREEMENT

COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total CTC will be Rs. 291600 and its composition will be as follows:

CTC Composition	Monthly Pay (Rs.)	Annual Pay (Rs.)
Basic Salary	15317.00	183804
House Rent Allowance	5757.00	69084
Statutory Bonus	1276.00	15312
Gross Salary	22350.00	268200
Company's Contribution to PF	1950.00	23400
Total CTC	24300.00	291600
Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.		

The salary will be processed on the 7th workday of each month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

Salary will be disbursed on receipt of your PAN card number.

TIME SHEETS:

You are required to follow our client's specific timesheet process as per the timelines. In the absence of client's specific process, you will receive Timesheet alert email with template along with the guidelines from your Timesheet SPOC at Qness. This has to be filled and approved by your manager over the email and it should reach the SPOC along with attachment before the timeline as briefed by Qness HR. Any delays in the timesheet approval process will lead to delay in the payment of your salary.

STATUTORY BENEFITS:

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

GROUP MEDICLAIM INSURANCE:

You and your approved dependent family members are eligible to enroll in Company's Group Mediclaim Insurance Policy. The annual premium as applicable will be deducted from your first month salary.

BACKGROUND CHECK:

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts,

your services are liable to be terminated any time, without any notice or compensation in lieu thereof. As per the requirement. Also appropriate BGV cost would be deducted from your salary in six equal instalments.

MEDICAL CHECK:

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

NO-SHOW:

Failure to report at the specified office on the Mar 22, 2021 shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

JOB ROLES & RESPONSIBILITIES:

You shall be responsible for the performance of the functions expected of Non-Technical Support LI and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

ASSIGNMENT:

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

LEAVE:

You will be entitled to 12 days of Annual Leave, and 6 days of SL and 6 days of CLs in a year (total 24 days of leave PA). Every month 2 days of leave will be credited upon providing full month of your service. Only Annual leave can be carried forward to next calendar year, the cap on annual leave that can be carried forward is 30 days. All annual leaves in excess of 30 days will be forfeited. Unused annual leave can be encashed at the end of your service at the rate of basic salary.

FURLOUGH:

Every year the client to whom you are deputed as per the contract, announces a Furlough, wherein associates deputed to them are not required to work for a certain number of days. During Such Furlough days you are not required to work nor is such days paid for by the client since no work gets done. Accordingly, if such Furloughs were to be announced by the clients hereafter, for the days of such Furlough including the Preceding, succeeding and intervening weekly holidays will be considered as no-work-no-pay days and the salary for the months in which such furloughs are in place, will be after adjustment for the Furlough days including the Preceding, succeeding and intervening weekly holidays as No Pay days.

HOLIDAYS:

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

DOCUMENTATION:

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

INDEMNITY:

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement. In case you fail to return the assigned HP Inc. assets like headset/adaptor you will be liable to pay Rs.10,000/- or actuals as per value of asset.

UN-AUTHORIZED ABSENCE:

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

CONFIDENTIALITY & NON DISCLOSURE:

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or

developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

NON COMPETE & NON SOLICITATION:

You agree that during your services with the Company and continuing for a period of eighteen (18) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Will refrain from doing any sort of business for any kind or any purpose with the list of Quess clients with which you were engaged with while you were employed with Quess.
- e) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

WAIVER:

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

JURISDICTION:

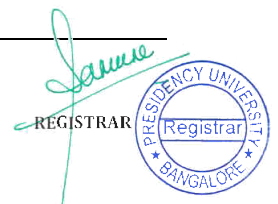
In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Hyderabad, Andhra Pradesh, India.

TERMINATION BY THE COMPANY:

The company may terminate your services with or without cause under the following conditions:

With Cause: The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

Without Cause: In the event that the employment is terminated without Cause, the EMPLOYEE will be provided



with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

RESIGNATION BY EMPLOYEE:

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

MORAL CONDUCT:

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

ALTERNATIVE EMPLOYMENT:

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

COMPANY PROPERTIES IN YOUR POSSESSION:

You are expected to take proper care of company properties entrusted to you by the company. In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

CHANGE OF ADDRESS:

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless other wise intimated in writing by you. Communications addressed to you at the above address shall deem to have been duly served.

CODE OF CONDUCT:

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at

the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

PLACE OF EMPLOYMENT AND TRANSFER:

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.

DISCLAIMER:

Any commitments with respect to compensation & benefits which are not included in the "CTC Components" table or explicitly mentioned in the offer letter, stands null & void.

Employee is required to submit the tax documents(Investment Proofs) within a week from the date of operation. Failing which, the full and final settlement will be processed by deducting tax at source.

DECLARATION:

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

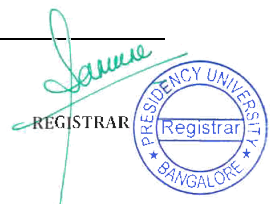
Signature
Vrushasen Deshmukh

Date

Documents Required at the Time of Joining

1. Relieving letter from your previous two employers
2. Experience letter / Offer Letter your previous two employers
3. Most recent salary slip or salary certificate
4. Copies of all educational records (SSC onwards)
5. A copy of your passport
6. Three passport size photographs
7. A copy of PAN card

ELECTRONIC COPY ONLY





08-Jun-2021

Dear Mohammed Umar Raehan,
B.Tech/B.E., Computer Science & Engineering
Presidency University

Candidate ID – 16858739

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Engineer Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR **Rs.450,740/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment as presented in **Employment Agreement**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time.

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

Please note:

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

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

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

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship:

- a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.
- b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

3.2 Continuous Skill Development (CSD) Program:

- a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.
- b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

3.3 GenC Training Post joining:

- a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal on-the-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.
- b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2Cognizant.cognizant.com>

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.



Maya Sreekumar

Vice President – Human Resources

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature:

Date:

Compensation and Benefits

Name: Mohammed Umar Raehan **Designation:** Engineer Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7349	88,188
	Annual Gross Compensation		359,988
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		382,488
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		401,988

As an associate you are also entitled to the following additional benefits:

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

- From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

Sl No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act
- In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy

Provident Fund Wages:

- For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".
- Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

Employees State Insurance:

- Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
- Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
- ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to

1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Incentive Indication:** Incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is prorated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of incentive payout.

*** **Advance Statutory Bonus** is in line with the provisions of Payment of Bonus Act, 1965.

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.


REGISTRAR


Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of _____ between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

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

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

RECITAL:

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

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

1. Duties and Responsibilities

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

2. Place of Employment

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

3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, or assume any public office or private office, honorary or remunerative position, without prior written

permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

4. Confidentiality

a) During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.

b) Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.

c) You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.

d) You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.

e) You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.

f) You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.

g) The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

5. Data Protection

By signing below,

a) you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,

b) you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,

c) you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,

d) you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and

e) you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

6. Work Schedule

a) The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.

b) The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole

discretion and notified to you in advance.

c) The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per any Company policy and which will be notified to you in advance.

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

7. Background Check

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

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

8. Compliance with Company Policies

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

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

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

9. Non-Compete and Non-Solicit Restrictions

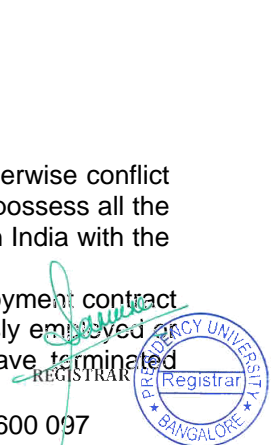
During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member,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

10. Representations and Warranties

By signing below,

a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;

b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated



and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;

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

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

11. Indemnity

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

12. Business Engagement, Learning and Development and Project Deployment

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

13. Unauthorized Absence

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

14. Retirement

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

15. Termination of Employment

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period.

You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

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

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

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

16. Deputation, Assignment and Transfer

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

17. Survival

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

18. Dispute Resolution and Governing law

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

19. General

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

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

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

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

Cognizant Technology Solutions India Private Limited

Mohammed Umar Raehan

Sign: _____

Sign: _____

Name:

Name:



QUALITY TUTORIALS PVT LTD

Offer Letter

Date: 13 March 2021

Name: Nabeela Samreen

Dear **Nabeela**,

Congratulations!

We are pleased to offer you a position at **Quality Tutorials Pvt. Ltd. under the brand name: LIDO**. We enjoyed getting to know you, and strongly believe that you have much to contribute to our mission and growth ambitions.

The terms and conditions of your appointment are as below:

1. Designation

You will be designated as **“Business Development Trainee”**

2. Salary

Your stipend during internship would be INR 30000/- pm, you are expected to achieve average DRPS of 12,408 during the tenure, post which you will be given a permanent position in the organization as Business Development Associate with a revised CTC of INR 7,00,000 fixed and performance linked variable up to 3,00,000 LPA.

3. Internship Period

The duration of Internship will be 180 Days.

4. Date of Joining

Your appointment with us is effective from the joining date mutually agreed upon.

5. Reporting to:

You would be reporting to **Charanjeet Singh Gulati**.

6. Leaves & Attendance

You are liable for 1 leave every month during internship, unpaid examination leaves based on official communication from the campus would be granted. Attendance shall be subject to the condictions that you are expected to close and company reserve the right to do so. The company’s decision shall be final and binding.

Registered address

206, 2nd Floor, Arun chambers,
Pandit Madan Mohan Malviya Marg,
Tardeo, Mumbai - 400034

Email ID

hr@lidolearning.com



CIN number: U74999MH2019PTC302765

7. Other Work

Your position is a whole time internship with the company and shall devote yourself exclusively to the jobs of the company. You will not take up any other work for remuneration (part time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade of business during the employment with the company without permission in writing.

8. Transfer

You will be liable to transfer in such capacity as the company may from time to time determine to any other location, department, or the company. In such a case, you will be governed by the terms and conditions of services applicable to the new assignments.

9. Sales Model

Lido is a dynamic organization; our sales model is bound to change from time to time as per market condition.

10. Prerequisite

Since we are operating on a BYOD model, a functioning laptop is mandatory.

11. Confidential Information

You will not at any time without the consent of the company disclose or divulge or make public except on legal obligations regarding the company's affairs or administration or research carried out whether the same may be confided to you or become known to you in the course of services or otherwise. All the inventions, patents, documents, codes, designs made on company provided laptop/computer/device or personal computer/laptop during work hours' rights in, to and under the ownership of the company. As an employee Quality Tutorials Pvt. Ltd., You must maintain the confidentiality of information to which you have access. This includes, but is not limited to information associated with company internal discussions, documents/ records, client details, business plans etc. Confidential Information is to be held in the strictest confidence, whether means of access to such information is verbal, documented, computerized, or otherwise obtained. Breach of confidence includes intentional or involuntary unauthorized release of this information, and could lead to severe action up to, and including, immediate termination of employment.

Registered address

206, 2nd Floor, Arun chambers,
Pandit Madan Mohan Malviya Marg,
Tardeo, Mumbai - 400034

Email ID

hr@lidolearning.com



CIN number: U74999MH2019PTC302765

12. Protection of Interest

If you conceive of / invent / discover / improve on any new or advanced or current methods of improving process / formulae/systems in relation to the operation of the company or its affiliations or customers, such developments, discoveries or inventions will be fully communicated to the company and will remain the sole right/property of the company.

13. Notice period

Your employment is terminable by giving (48 Hours) notice during internship.

14. On Separation

On termination of this contract, you will immediately give up to the company, before you are relieved, all correspondence, specifications formulae, books, documents, cost data, market data, literature, drawings, effects or records, etc., belonging to the institute or relating to its activities and shall not make or retain any copies of these items.

15. General

You will abide by the office rules applicable from time to time.

Registered address

206, 2nd Floor, Arun chambers,
Pandit Madan Mohan Malviya Marg,
Tardeo, Mumbai - 400034

Email ID

hr@lidolearning.com





QUALITY TUTORIALS PVT LTD

The above terms and conditions are subject to company policy. Please confirm that the above terms are acceptable to you by signing a copy of this letter.

This offer is contingent upon proof of education and employment credentials and a satisfactory relieving letter from your previous employer. You should also provide us with 2 passport size photographs, copies of all educational Certificates / Mark sheets and copies of your passport.

With warm regards,

For Quality Tutorials Private Limited

Sahil Sheth
Founder

I agree to accept employment on the terms and conditions as mentioned above.

Date:

Date of Joining:

Name:

Signature:

Registered address

206, 2nd Floor, Arun chambers,
Pandit Madan Mohan Malviya Marg,
Tardeo, Mumbai - 400034

Email ID

hr@lidolearning.com



CIN number: U74999MH2019PTC302768



QUALITY TUTORIALS PVT LTD

Offer Letter

Date: 13 March 2021

Name: Nabeela Samreen

Dear SANDESH S BHARADWAJ

Congratulations!

We are pleased to offer you a position at **Quality Tutorials Pvt. Ltd. under the brand name: LIDO**. We enjoyed getting to know you, and strongly believe that you have much to contribute to our mission and growth ambitions.

The terms and conditions of your appointment are as below:

1. Designation

You will be designated as **“Business Development Trainee”**

2. Salary

Your stipend during internship would be INR 30000/- pm, you are expected to achieve average DRPS of 12,408 during the tenure, post which you will be given a permanent position in the organization as Business Development Associate with a revised CTC of INR 7,00,000 fixed and performance linked variable up to 3,00,000 LPA.

3. Internship Period

The duration of Internship will be 180 Days.

4. Date of Joining

Your appointment with us is effective from the joining date mutually agreed upon.

5. Reporting to:

You would be reporting to **Charanjeet Singh Gulati**.

6. Leaves & Attendance

You are liable for 1 leave every month during internship, unpaid examination leaves based on official communication from the campus would be granted. Attendance shall be subject to the condictions that you are expected to close and company reserve the right to do so. The company’s decision shall be final and binding.

Registered address

206, 2nd Floor, Arun chambers,
Pandit Madan Mohan Malviya Marg,
Tardeo, Mumbai - 400034

Email ID

hr@lidolearning.com



CIN number: U74999MH2019PTC302705

7. Other Work

Your position is a whole time internship with the company and shall devote yourself exclusively to the jobs of the company. You will not take up any other work for remuneration (part time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade of business during the employment with the company without permission in writing.

8. Transfer

You will be liable to transfer in such capacity as the company may from time to time determine to any other location, department, or the company. In such a case, you will be governed by the terms and conditions of services applicable to the new assignments.

9. Sales Model

Lido is a dynamic organization; our sales model is bound to change from time to time as per market condition.

10. Prerequisite

Since we are operating on a BYOD model, a functioning laptop is mandatory.

11. Confidential Information

You will not at any time without the consent of the company disclose or divulge or make public except on legal obligations regarding the company's affairs or administration or research carried out whether the same may be confided to you or become known to you in the course of services or otherwise. All the inventions, patents, documents, codes, designs made on company provided laptop/computer/device or personal computer/laptop during work hours' rights in, to and under the ownership of the company. As an employee Quality Tutorials Pvt. Ltd., You must maintain the confidentiality of information to which you have access. This includes, but is not limited to information associated with company internal discussions, documents/ records, client details, business plans etc. Confidential Information is to be held in the strictest confidence, whether means of access to such information is verbal, documented, computerized, or otherwise obtained. Breach of confidence includes intentional or involuntary unauthorized release of this information, and could lead to severe action up to, and including, immediate termination of employment.

Registered address

206, 2nd Floor, Arun chambers,
Pandit Madan Mohan Malviya Marg,
Tardeo, Mumbai - 400034

Email ID

hr@lidolearning.com



12. Protection of Interest

If you conceive of / invent / discover / improve on any new or advanced or current methods of improving process / formulae/systems in relation to the operation of the company or its affiliations or customers, such developments, discoveries or inventions will be fully communicated to the company and will remain the sole right/property of the company.

13. Notice period

Your employment is terminable by giving (48 Hours) notice during internship.

14. On Separation

On termination of this contract, you will immediately give up to the company, before you are relieved, all correspondence, specifications formulae, books, documents, cost data, market data, literature, drawings, effects or records, etc., belonging to the institute or relating to its activities and shall not make or retain any copies of these items.

15. General

You will abide by the office rules applicable from time to time.

Registered address

206, 2nd Floor, Arun chambers,
Pandit Madan Mohan Malviya Marg,
Tardeo, Mumbai - 400034

Email ID

hr@lidolearning.com



CIN number: U74999MH2019PTC302705



QUALITY TUTORIALS PVT LTD

The above terms and conditions are subject to company policy. Please confirm that the above terms are acceptable to you by signing a copy of this letter.

This offer is contingent upon proof of education and employment credentials and a satisfactory relieving letter from your previous employer. You should also provide us with 2 passport size photographs, copies of all educational Certificates / Mark sheets and copies of your passport.

With warm regards,

For Quality Tutorials Private Limited

**Sahil Sheth
Founder**

I agree to accept employment on the terms and conditions as mentioned above.

Date:

Date of Joining:

Name:

Signature:

Registered address

206, 2nd Floor, Arun chambers,
Pandit Madan Mohan Malviya Marg,
Tardeo, Mumbai - 400034

Email ID

hr@lidolearning.com



CIN number: U74999MH2019PTC302705



QUALITY TUTORIALS PVT LTD

Offer Letter

Date: 11 March 2021

Name: Anusha Deshpande S

Dear **Anusha**,

Congratulations!

We are pleased to offer you a position at **Quality Tutorials Pvt. Ltd. under the brand name: LIDO**. We enjoyed getting to know you, and strongly believe that you have much to contribute to our mission and growth ambitions.

The terms and conditions of your appointment are as below:

1. Designation

You will be designated as **“Business Development Trainee”**

2. Salary

Your stipend during internship would be INR 30000/- pm, you are expected to achieve average DRPS of 12,408 during the tenure, post which you will be given a permanent position in the organization as Business Development Associate with a revised CTC of INR 7,00,000 fixed and performance linked variable up to 3,00,000 LPA.

3. Internship Period

The duration of Internship will be 180 Days.

4. Date of Joining

Your appointment with us is effective from the joining date mutually agreed upon.

5. Reporting to:

You would be reporting to **Charanjeet Singh Gulati**.

6. Leaves & Attendance

You are liable for 1 leave every month during internship, unpaid examination leaves based on official communication from the campus would be granted. Attendance shall be subject to the condictions that you are expected to close and company reserve the right to do so. The company’s decision shall be final and binding.

Registered address

206, 2nd Floor, Arun chambers,
Pandit Madan Mohan Malviya Marg,
Tardeo, Mumbai - 400034

Email ID

hr@lidolearning.com



CIN number: U74999MH2019PTC302765

7. Other Work

Your position is a whole time internship with the company and shall devote yourself exclusively to the jobs of the company. You will not take up any other work for remuneration (part time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade of business during the employment with the company without permission in writing.

8. Transfer

You will be liable to transfer in such capacity as the company may from time to time determine to any other location, department, or the company. In such a case, you will be governed by the terms and conditions of services applicable to the new assignments.

9. Sales Model

Lido is a dynamic organization; our sales model is bound to change from time to time as per market condition.

10. Prerequisite

Since we are operating on a BYOD model, a functioning laptop is mandatory.

11. Confidential Information

You will not at any time without the consent of the company disclose or divulge or make public except on legal obligations regarding the company's affairs or administration or research carried out whether the same may be confided to you or become known to you in the course of services or otherwise. All the inventions, patents, documents, codes, designs made on company provided laptop/computer/device or personal computer/laptop during work hours' rights in, to and under the ownership of the company. As an employee Quality Tutorials Pvt. Ltd., You must maintain the confidentiality of information to which you have access. This includes, but is not limited to information associated with company internal discussions, documents/ records, client details, business plans etc. Confidential Information is to be held in the strictest confidence, whether means of access to such information is verbal, documented, computerized, or otherwise obtained. Breach of confidence includes intentional or involuntary unauthorized release of this information, and could lead to severe action up to, and including, immediate termination of employment.

Registered address

206, 2nd Floor, Arun chambers,
Pandit Madan Mohan Malviya Marg,
Tardeo, Mumbai - 400034

Email ID

hr@lidolearning.com



CIN number: U74999MH2019PTC302765

12. Protection of Interest

If you conceive of / invent / discover / improve on any new or advanced or current methods of improving process / formulae/systems in relation to the operation of the company or its affiliations or customers, such developments, discoveries or inventions will be fully communicated to the company and will remain the sole right/property of the company.

13. Notice period

Your employment is terminable by giving (48 Hours) notice during internship.

14. On Separation

On termination of this contract, you will immediately give up to the company, before you are relieved, all correspondence, specifications formulae, books, documents, cost data, market data, literature, drawings, effects or records, etc., belonging to the institute or relating to its activities and shall not make or retain any copies of these items.

15. General

You will abide by the office rules applicable from time to time.

Registered address

206, 2nd Floor, Arun chambers,
Pandit Madan Mohan Malviya Marg,
Tardeo, Mumbai - 400034

Email ID

hr@lidolearning.com





QUALITY TUTORIALS PVT LTD

The above terms and conditions are subject to company policy. Please confirm that the above terms are acceptable to you by signing a copy of this letter.

This offer is contingent upon proof of education and employment credentials and a satisfactory relieving letter from your previous employer. You should also provide us with 2 passport size photographs, copies of all educational Certificates / Mark sheets and copies of your passport.

With warm regards,

For Quality Tutorials Private Limited

**Sahil Sheth
Founder**

I agree to accept employment on the terms and conditions as mentioned above.

Date:

Date of Joining:

Name:

Signature:

Registered address

206, 2nd Floor, Arun chambers,
Pandit Madan Mohan Malviya Marg,
Tardeo, Mumbai - 400034

Email ID

hr@lidolearning.com



CIN number: U74999MH2019PTC302768

SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

BATTA SARATH KUMAR
Presidency University,
Bangalore.

Dear BATTA SARATH KUMAR,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

PAMIREDDY RAJASEKHAR REDDY
Presidency University,
Bangalore.

Dear PAMIREDDY RAJASEKHAR REDDY,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258
Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

ANGAJALA VIJAY TEJA
Presidency University,
Bangalore.

Dear ANGAJALA VIJAY TEJA,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

AVULA CHANDRAKANTH
Presidency University,
Bangalore.

Dear AVULA CHANDRAKANTH,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

BOGADULA VENKATESH KUMAR
Presidency University,
Bangalore.

Dear BOGADULA VENKATESH KUMAR,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

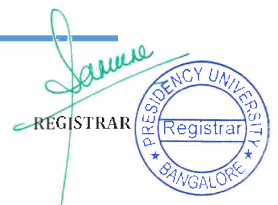
Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

SUBRAMANYAM SWAMY
Presidency University,
Bangalore.

Dear SUBRAMANYAM SWAMY,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

JALLEPALLI NITHIN
Presidency University,
Bangalore.

Dear JALLEPALLI NITHIN,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

K SAI KIRAN
Presidency University,
Bangalore.

Dear K SAI KIRAN,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

KASIREDDY RAVIVARMA
Presidency University,
Bangalore.

Dear KASIREDDY RAVIVARMA,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

KATEM SATEESWAR BABU
Presidency University,
Bangalore.

Dear KATEM SATEESWAR BABU,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

PEDDAGURU MALLIKARJUNA
Presidency University,
Bangalore.

Dear PEDDAGURU MALLIKARJUNA,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

PULUGU SAIKRISHNA
Presidency University,
Bangalore.

Dear PULUGU SAIKRISHNA,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

VADDI SAI GIRISH
Presidency University,
Bangalore.

Dear VADDI SAI GIRISH,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

VELURU CHAITANYA
Presidency University,
Bangalore.

Dear VELURU CHAITANYA,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

C Yaswanth Kumar
Presidency University,
Bangalore.

Dear C Yaswanth Kumar,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, I am pleased to offer you the Employment. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company's activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment's and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258
Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

C R M S SWAMULU
Presidency University,
Bangalore.

Dear C R M S SWAMULU,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

KONANKI BHANUPRAKASH
Presidency University,
Bangalore.

Dear KONANKI BHANUPRAKASH,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

M JAYA PRAKASH
Presidency University,
Bangalore.

Dear M JAYA PRAKASH,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

MOHAMMED MASTHAN BASHA
Presidency University,
Bangalore.

Dear MOHAMMED MASTHAN BASHA,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258
Visit: www.sprhumancapitalsolutions.com,_Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

NAKKALAGUNTA SIVA PRASAD
Presidency University,
Bangalore.

Dear NAKKALAGUNTA SIVA PRASAD,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

DINESH KUMAR REDDY
Presidency University,
Bangalore.

Dear DINESH KUMAR REDDY

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

PANYAM CHAKRAPANI REDDY
Presidency University,
Bangalore.

Dear PANYAM CHAKRAPANI REDDY

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

PODAMALA KALYAN KUMAR
Presidency University,
Bangalore.

Dear PODAMALA KALYAN KUMAR

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

POTTURU CHAKRAVARTHI
Presidency University,
Bangalore.

Dear POTTURU CHAKRAVARTHI

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

VINAY P
Presidency University,
Bangalore.

Dear VINAY P

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

CHANDRASEKHAR REDDY
Presidency University,
Bangalore.

Dear CHANDRASEKHAR REDDY

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

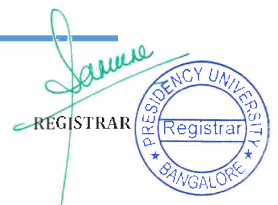
Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

DUDEKULA BASHEER BABA
Presidency University,
Bangalore.

Dear DUDEKULA BASHEER BABA

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

ABHISHEK KUMAR RAI
Presidency University,
Bangalore.

Dear ABHISHEK KUMAR RAI

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

BURRAMSETTY JAYANTH
Presidency University,
Bangalore.

Dear BURRAMSETTY JAYANTH

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

CHILAKALA GOPI
Presidency University,
Bangalore.

Dear CHILAKALA GOPI

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

DARSHAN D
Presidency University,
Bangalore.

Dear DARSHAN D

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

KAUTURI SAI KRISHNA
Presidency University,
Bangalore.

Dear KAUTURI SAI KRISHNA

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

P S NAGACHYUTH
Presidency University,
Bangalore.

Dear P S NAGACHYUTH

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

ADAPA VENKATA HARSHITH
Presidency University,
Bangalore.

Dear ADAPA VENKATA HARSHITH

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258
Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



OFFER LETTER

Date: 17/03/2021

MALAPATI CHANDRA TEJA
Presidency University,
Bangalore.

Dear MALAPATI CHANDRA TEJA

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,



M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature

Date

Plot No: 42, Ecil x Roads, Secunderabad-500062, Contact no: 9347163827, 9346683258

Visit: www.sprhumancapitalsolutions.com, Email: hr@sprhumancapitalsolutions.com



To,

30th March 2021

Mr. Amal M
S/O Bhanu Prakasan M,
No: 145/D, 2nd Cross,
S Ramesh road, Prashant Nagar,
Bangalore-560057

Subject: Offer of Employment

Dear Amal M,

We are pleased to offer you the position of **Software Development Engineer Trainee** in Band **T1**. Attached are the specific terms and conditions of our offer – please read these important details carefully, including your compensation and benefits detailed on **Appendix I**.

You are required to report to the below-mentioned address on **7th June 2021, at 9.30 AM** for your first day at work. If you do not confirm your acceptance or we are unable to set an alternate date with the company this offer will be withdrawn. Your appointment will be subject to successful completion of your final semester / year without any pending arrears / backlogs. The Management reserves the right to withdraw / revoke the offer / appointment at any time as its sole discretion in case any discrepancy or false information is found in the details submitted by you.

Craft Silicon Pvt Ltd

687, "VAJRA", 1st & 3rd Floor, 15th Cross, 100 Feet Ring Road,
J. P. Nagar 2nd Phase, Bangalore – 560078.

Please bring along the below listed documents/ details on your day of joining.

- 3 passport size color photographs
- All original Mark Sheets/ Education certificates
- Passport with attested Photocopies.
- Identity proof and Address Proof (Communication and Permanent)
- Photocopy of PAN card.
- Last 3 months Salary slips, if applicable, from your previous employer
- Relieving letter, if applicable, from your previous employer

We look forward to your joining us.

For, **Craft Silicon Pvt. Ltd.**


Manisha Shinde
Senior Executive-Human Resources



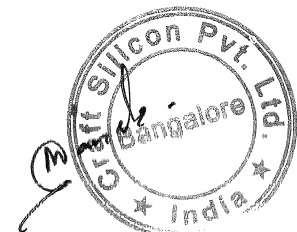
Appendix – 1 Remuneration Details

Annual Fixed Pay	3,00,000
Annual Variable Pay	0

A	Particulars	Monthly	Yearly
A.1	Basic	15,000	1,80,000
A.2	House Rent Allowance	0	0
A.3	Conveyance Allowance	0	0
A.4	Statutory Bonus	2,500	30,000
A.5	Special Allowance	5,700	68,400
A.6	Medical Allowance	0	0
A.7	PF contribution	1,800	21,600
Total Fixed pay		25,000	3,00,000
Less: Employer Contribution -PF		1,800	21,600
Gross Salary		23,200	2,78,400
Deduction : PF		1,800	21,600
Professional Tax		200	2,400
Net Pay		21,200	2,54,400
B	Variable Pay Per Year	0	0
C	Gratuity	0	8,654
D Insurance			
D.1	Medical Insurance	0	5900
D.2	Accidental Claim Insurance	0	169
Total CTC (A+B+C+D)			3,14,723

Terms & Conditions:

1. Personal Accidental Insurance as per the company policy.
2. Refreshments as per company policy.
3. Variable Pay payable annually as per company policy.



To,

30th March 2021

Ms. Sujani S H
D/O Subramanya Hoblidar,
#57, Opp Stella Maris School,
Vyalikaval, Gayathri Devi Park Extn,
Malleshwaram, Bangalore-560003

Subject: Offer of Employment

Dear Sujani S H,

We are pleased to offer you the position of **Software Test Engineer Trainee** in Band T1. Attached are the specific terms and conditions of our offer – please read these important details carefully, including your compensation and benefits detailed on **Appendix I**.

You are required to report to the below-mentioned address on **7th June 2021, at 9.30 AM** for your first day at work. If you do not confirm your acceptance or we are unable to set an alternate date with the company this offer will be withdrawn. Your appointment will be subject to successful completion of your final semester / year without any pending arrears / backlogs. The Management reserves the right to withdraw / revoke the offer / appointment at any time as its sole discretion in case any discrepancy or false information is found in the details submitted by you.

Craft Silicon Pvt Ltd

687, "VAJRA", 1st & 3rd Floor, 15th Cross, 100 Feet Ring Road,
J. P. Nagar 2nd Phase, Bangalore – 560078.

Please bring along the below listed documents/ details on your day of joining.

- a. 3 passport size color photographs
- b. All original Mark Sheets/ Education certificates
- c. Passport with attested Photocopies.
- d. Identity proof and Address Proof (Communication and Permanent)
- e. Photocopy of PAN card.
- f. Last 3 months Salary slips, if applicable, from your previous employer
- g. Relieving letter, if applicable, from your previous employer

We look forward to your joining us.

For, **Craft Silicon Pvt. Ltd.**


Manisha Shinde
Senior Executive - Human Resources

Offer Letter

pg. 1

SF04-16-v4 | Dec 2020

REGISTRAR



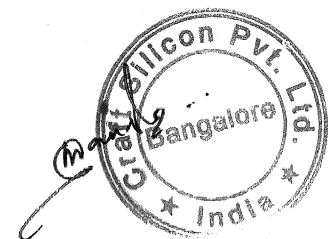
Appendix – 1
Remuneration Details

Annual Fixed Pay	3,00,000
Annual Variable Pay	0

A	Particulars	Monthly	Yearly
A.1	Basic	15,000	1,80,000
A.2	House Rent Allowance	0	0
A.3	Conveyance Allowance	0	0
A.4	Statutory Bonus	2,500	30,000
A.5	Special Allowance	5,700	68,400
A.6	Medical Allowance	0	0
A.7	PF contribution	1,800	21,600
Total Fixed pay		25,000	3,00,000
Less: Employer Contribution -PF		1,800	21,600
Gross Salary		23,200	2,78,400
Deduction : PF		1,800	21,600
Professional Tax		200	2,400
Net Pay		21,200	2,54,400
B	Variable Pay Per Year	0	0
C	Gratuity	0	8,654
D	Insurance		
D.1	Medical Insurance	0	5900
D.2	Accidental Claim Insurance	0	169
Total CTC (A+B+C+D)			3,14,723

Terms & Conditions:

1. Personal Accidental Insurance as per the company policy.
2. Refreshments as per company policy.
3. Variable Pay payable annually as per company policy.



Mar 26, 2021

Offer ID : 233998

Chandrima Ghosh

D/O Nirmal Ghosh,23/22,FAKIR CHAND GHOSH LANE ,SANTRAGACHI,
Haora Corporation,Santragachi,Haora
Haora 711104
WEST BENGAL India

Dear Chandrima Ghosh,

On behalf of Quess IT Staffing (A Division of Quess Corp Ltd.), (hereinafter referred to as "the Company") I am very pleased to offer you a position of **Technical Support Engineer LI** in our organization. Your joining date will be **Mar 29, 2021**.

On the first day of the employment, please report to:

HP DOMESTIC

Hewlett Packard,
Bangalore.

Reporting Time : 9:00 AM

You will be paid a annual salary(CTC) of Rs. 2,91,600. Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

Quess IT Staffing (A Division of Quess Corp Ltd.)

Attn HR: S.R. Infotech Complex, No.5/4-2, Thavarekere Main Road,
S. G. Palya, D.R. College Post

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact me.

Sincerely,

Approved By: Ronak DeepakBhai Tambe

Deputy General Manager

ronak.tambe@quesscorp.com

Created By: Arpita Khandelwal

Senior Consultant - Recruitment

arpita.khandelwal@quesscorp.com

EMPLOYMENT AGREEMENT

COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total CTC will be Rs. 291600 and its composition will be as follows:

CTC Composition	Monthly Pay (Rs.)	Annual Pay (Rs.)
Basic Salary	15317.00	183804
House Rent Allowance	5757.00	69084
Statutory Bonus	1276.00	15312
Gross Salary	22350.00	268200
Company's Contribution to PF	1950.00	23400
Total CTC	24300.00	291600
Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.		

The salary will be processed on the 7th workday of each month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

Salary will be disbursed on receipt of your PAN card number.

TIME SHEETS:

You are required to follow our client's specific timesheet process as per the timelines. In the absence of client's specific process, you will receive Timesheet alert email with template along with the guidelines from your Timesheet SPOC at Qness. This has to be filled and approved by your manager over the email and it should reach the SPOC along with attachment before the timeline as briefed by Qness HR. Any delays in the timesheet approval process will lead to delay in the payment of your salary.

STATUTORY BENEFITS:

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

GROUP MEDICLAIM INSURANCE:

You and your approved dependent family members are eligible to enroll in Company's Group Mediclaim Insurance Policy. The annual premium as applicable will be deducted from your first month salary.

BACKGROUND CHECK:

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts,

your services are liable to be terminated any time, without any notice or compensation in lieu thereof. As per the requirement. Also appropriate BGV cost would be deducted from your salary in six equal instalments.

MEDICAL CHECK:

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

NO-SHOW:

Failure to report at the specified office on the Mar 29, 2021 shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

JOB ROLES & RESPONSIBILITIES:

You shall be responsible for the performance of the functions expected of Technical Support Engineer LI and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

ASSIGNMENT:

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

LEAVE:

You will be entitled to 12 days of Annual Leave, and 6 days of SL and 6 days of CLs in a year (total 24 days of leave PA). Every month 2 days of leave will be credited upon providing full month of your service. Only Annual leave can be carried forward to next calendar year, the cap on annual leave that can be carried forward is 30 days. All annual leaves in excess of 30 days will be forfeited. Unused annual leave can be encashed at the end of your service at the rate of basic salary.

FURLOUGH:

Every year the client to whom you are deputed as per the contract, announces a Furlough, wherein associates deputed to them are not required to work for a certain number of days. During Such Furlough days you are not required to work nor is such days paid for by the client since no work gets done. Accordingly, if such Furloughs were to be announced by the clients hereafter, for the days of such Furlough including the Preceding, succeeding and intervening weekly holidays will be considered as no-work-no-pay days and the salary for the months in which such furloughs are in place, will be after adjustment for the Furlough days including the Preceding, succeeding and intervening weekly holidays as No Pay days.

HOLIDAYS:

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

DOCUMENTATION:

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

INDEMNITY:

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement. In case you fail to return the assigned HP Inc. assets like headset/adaptor you will be liable to pay Rs.10,000/- or actuals as per value of asset.

UN-AUTHORIZED ABSENCE:

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

CONFIDENTIALITY & NON DISCLOSURE:

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or

developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

NON COMPETE & NON SOLICITATION:

You agree that during your services with the Company and continuing for a period of eighteen (18) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Will refrain from doing any sort of business for any kind or any purpose with the list of Quess clients with which you were engaged with while you were employed with Quess.
- e) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

WAIVER:

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

JURISDICTION:

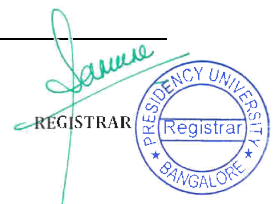
In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Hyderabad, Andhra Pradesh, India.

TERMINATION BY THE COMPANY:

The company may terminate your services with or without cause under the following conditions:

With Cause: The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

Without Cause: In the event that the employment is terminated without Cause, the EMPLOYEE will be provided



with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

RESIGNATION BY EMPLOYEE:

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

MORAL CONDUCT:

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

ALTERNATIVE EMPLOYMENT:

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

COMPANY PROPERTIES IN YOUR POSSESSION:

You are expected to take proper care of company properties entrusted to you by the company. In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

CHANGE OF ADDRESS:

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless other wise intimated in writing by you. Communications addressed to you at the above address shall deem to have been duly served.

CODE OF CONDUCT:

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at

the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

PLACE OF EMPLOYMENT AND TRANSFER:

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.

DISCLAIMER:

Any commitments with respect to compensation & benefits which are not included in the "CTC Components" table or explicitly mentioned in the offer letter, stands null & void.

Employee is required to submit the tax documents(Investment Proofs) within a week from the date of operation. Failing which, the full and final settlement will be processed by deducting tax at source.

DECLARATION:

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

Signature
Chandrima Ghosh

Date

Documents Required at the Time of Joining

1. Relieving letter from your previous two employers
2. Experience letter / Offer Letter your previous two employers
3. Most recent salary slip or salary certificate
4. Copies of all educational records (SSC onwards)
5. A copy of your passport
6. Three passport size photographs
7. A copy of PAN card

ELECTRONIC COPY ONLY

Mar 17, 2021

Offer ID : 233717

Koduri Bhanusri

D/O Koduri Gopala Krishna,11/112-49-a,Old Indian Gas Road,Ambedkar Nagar,
Gudivada,Gudivada,Gudivada,Krishna
Gudivada 521301
ANDHRA PRADESH India

Dear Koduri Bhanusri,

On behalf of Quess IT Staffing (A Division of Quess Corp Ltd.), (hereinafter referred to as "the Company") I am very pleased to offer you a position of **Technical Support Engineer LI** in our organization. Your joining date will be **Mar 18, 2021**.

On the first day of the employment, please report to:

HP DOMESTIC

Hewlett Packard,
Bangalore.

Reporting Time : 9:00 AM

You will be paid a annual salary(CTC) of Rs. 2,91,600. Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

Quess IT Staffing (A Division of Quess Corp Ltd.)

Attn HR: S.R. Infotech Complex, No.5/4-2, Thavarekere Main Road,
S. G. Palya, D.R. College Post

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact me.

Sincerely,

Approved By: Ronak DeepakBhai Tambe

Deputy General Manager

ronak.tambe@quesscorp.com

Created By: Arpita Khandelwal

Senior Consultant - Recruitment

arpita.khandelwal@quesscorp.com

EMPLOYMENT AGREEMENT

COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total CTC will be Rs. 291600 and its composition will be as follows:

CTC Composition	Monthly Pay (Rs.)	Annual Pay (Rs.)
Basic Salary	15317.00	183804
House Rent Allowance	5757.00	69084
Statutory Bonus	1276.00	15312
Gross Salary	22350.00	268200
Company's Contribution to PF	1950.00	23400
Total CTC	24300.00	291600
Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.		

The salary will be processed on the 7th workday of each month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

Salary will be disbursed on receipt of your PAN card number.

TIME SHEETS:

You are required to follow our client's specific timesheet process as per the timelines. In the absence of client's specific process, you will receive Timesheet alert email with template along with the guidelines from your Timesheet SPOC at Qness. This has to be filled and approved by your manager over the email and it should reach the SPOC along with attachment before the timeline as briefed by Qness HR. Any delays in the timesheet approval process will lead to delay in the payment of your salary.

STATUTORY BENEFITS:

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

GROUP MEDICLAIM INSURANCE:

You and your approved dependent family members are eligible to enroll in Company's Group Mediclaim Insurance Policy. The annual premium as applicable will be deducted from your first month salary.

BACKGROUND CHECK:

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts,

your services are liable to be terminated any time, without any notice or compensation in lieu thereof. As per the requirement. Also appropriate BGV cost would be deducted from your salary in six equal instalments.

MEDICAL CHECK:

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

NO-SHOW:

Failure to report at the specified office on the Mar 18, 2021 shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

JOB ROLES & RESPONSIBILITIES:

You shall be responsible for the performance of the functions expected of Technical Support Engineer LI and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

ASSIGNMENT:

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

LEAVE:

You will be entitled to 12 days of Annual Leave, and 6 days of SL and 6 days of CLs in a year (total 24 days of leave PA). Every month 2 days of leave will be credited upon providing full month of your service. Only Annual leave can be carried forward to next calendar year, the cap on annual leave that can be carried forward is 30 days. All annual leaves in excess of 30 days will be forfeited. Unused annual leave can be encashed at the end of your service at the rate of basic salary.

FURLOUGH:

Every year the client to whom you are deputed as per the contract, announces a Furlough, wherein associates deputed to them are not required to work for a certain number of days. During Such Furlough days you are not required to work nor is such days paid for by the client since no work gets done. Accordingly, if such Furloughs were to be announced by the clients hereafter, for the days of such Furlough including the Preceding, succeeding and intervening weekly holidays will be considered as no-work-no-pay days and the salary for the months in which such furloughs are in place, will be after adjustment for the Furlough days including the Preceding, succeeding and intervening weekly holidays as No Pay days.

HOLIDAYS:

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

DOCUMENTATION:

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

INDEMNITY:

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement. In case you fail to return the assigned HP Inc. assets like headset/adaptor you will be liable to pay Rs.10,000/- or actuals as per value of asset.

UN-AUTHORIZED ABSENCE:

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

CONFIDENTIALITY & NON DISCLOSURE:

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or

developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

NON COMPETE & NON SOLICITATION:

You agree that during your services with the Company and continuing for a period of eighteen (18) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Will refrain from doing any sort of business for any kind or any purpose with the list of Quess clients with which you were engaged with while you were employed with Quess.
- e) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

WAIVER:

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

JURISDICTION:

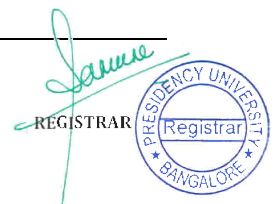
In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Hyderabad, Andhra Pradesh, India.

TERMINATION BY THE COMPANY:

The company may terminate your services with or without cause under the following conditions:

With Cause: The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

Without Cause: In the event that the employment is terminated without Cause, the EMPLOYEE will be provided



with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

RESIGNATION BY EMPLOYEE:

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

MORAL CONDUCT:

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

ALTERNATIVE EMPLOYMENT:

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

COMPANY PROPERTIES IN YOUR POSSESSION:

You are expected to take proper care of company properties entrusted to you by the company. In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

CHANGE OF ADDRESS:

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless other wise intimated in writing by you. Communications addressed to you at the above address shall deem to have been duly served.

CODE OF CONDUCT:

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at

the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

PLACE OF EMPLOYMENT AND TRANSFER:

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.

DISCLAIMER:

Any commitments with respect to compensation & benefits which are not included in the "CTC Components" table or explicitly mentioned in the offer letter, stands null & void.

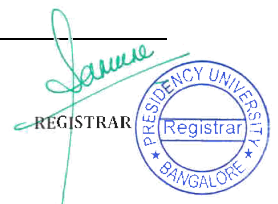
Employee is required to submit the tax documents(Investment Proofs) within a week from the date of operation. Failing which, the full and final settlement will be processed by deducting tax at source.

DECLARATION:

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

Signature
Koduri Bhanusri

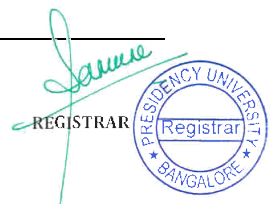
Date



Documents Required at the Time of Joining

1. Relieving letter from your previous two employers
2. Experience letter / Offer Letter your previous two employers
3. Most recent salary slip or salary certificate
4. Copies of all educational records (SSC onwards)
5. A copy of your passport
6. Three passport size photographs
7. A copy of PAN card

ELECTRONIC COPY ONLY



Offer Letter

Name: Sirisha H S
Presidency University

Dear Sirisha H S,

We are pleased to inform you that based on your application and the Subsequent interviews you had, you have been selected for the position of **Trainee Consultant-Talent Collaboration**.

Your joining date will be **Monday 26 April 2021**

On the first day of the employment, please report to:

Company Address: JoulestoWatts Business Solutions,
Vaswani Presidio, 6th Floor, Panathur Main Road, Off Outer Ring Road, Kadubeesanahalli,
India

Reporting Time : 9:00 AM

You will be paid a gross annual salary of **Rs. 2,50,000/- (Two Lakhs Fifty Thousand only)**.

Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

JoulestoWatts Business Solutions Pvt. Ltd

3rd floor, Vaswani Presidio
Bangalore - 560103

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact us.



HR Signature

Candidate Signature

JoulestoWatts Business Solutions Private Limited

3rd Floor, Vaswani Presidio, Panathur Main Road,
Off Outer Ring Road, Bangalore, Karnataka- 560103

www.joulestowatts.com

CIN : U74900KA2014PTC076748



EMPLOYMENT AGREEMENT

COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total annual CTC will be **Rs. 2,50,000/-** and its composition will be as follows:

Head	Annual	Monthly
Basic Salary	1,25,000.0	10,416.67
House Rent Allowance (HRA)	50,000.0	4,166.67
Stat Bonus	10,412.5	867.71
Medical	7,570.83	630.9
Telephone	12,000.0	1,000.0
Leave Travel Allowance (LTA)	10,416.67	868.06
Gross Earning	2,15,400.0	17,950.0
PF Employer Contribution	21,600.0	1,800.0
PF Employee Contribution	21,600.0	1,800.0
ESIC Employer	7,000.0	583.33
ESIC Employee	3,769.5	314.13
Gratuity	6,000.0	500.0
Net Take Home (Varies depending on Taxes)	1,83,861.0	15,635.88
CTC	2,50,000.0	20,833.33

1. Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.

The salary will be processed on 7th Working day of every month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

If the joining date is after 20th of the month first salary will be processed along with the next payroll.

Salary will be disbursed on receipt of your PAN card number.

TIME SHEETS:

Shall send a hard copy/soft copy of the time sheets duly approved and signed by your Supervisor one business day in advance for processing salary every month to the following address:

Joules to Watts Business Solutions Pvt. Ltd

SJR I Park, Tower 4 Ground floor, Opposite to Satya Sai Hospital
EPIP Zone, Whitefield, Bangalore-560066

Delay in receiving the approved time sheets will result in a delay in payment of your salary.

STATUTORY BENEFITS:

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

BACKGROUND CHECK:

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts, your services are liable to be terminated any time, without any notice or compensation in lieu thereof.

MEDICAL CHECK:

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

NO-SHOW:

Failure to report at the specified office on the **Monday 26 April 2021** shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

JOB ROLES & RESPONSIBILITIES:

You shall be responsible for the performance of the functions expected of **Trainee Consultant-Talent Collaboration** and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

REVIEW PERIOD:

Your performance will be reviewed to consider salary revision after 12 months from the date of joining.

ASSIGNMENT:

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

Joules to Watts Business Solutions Private Limited

3rd Floor, Vaswani Presidio, Panathur Main Road,
Off Outer Ring Road, Bangalore, Karnataka- 560103

www.joulestowatts.com

CIN : U74900KA2014PTC076748



LEAVE:

You would be entitled to get maximum of 24 days of leaves per year. (pro rata bases)

HOLIDAYS:

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

DOCUMENTATION:

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

INDEMNITY:

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.

UN-AUTHORIZED ABSENCE:

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

CONFIDENTIALITY & NON DISCLOSURE:

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

Joules to Watts Business Solutions Private Limited

**3rd Floor, Vaswani Presidio, Panathur Main Road,
Off Outer Ring Road, Bangalore, Karnataka- 560103**

www.joulestowatts.com

CIN : U74900KA2014PTC076748



NON COMPETE & NON SOLICITATION:

You agree that during your services with the Company and continuing for a period of twelve (12) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

WAIVER:

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

JURISDICTION:

In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Bangalore, Karnataka, India.

LEAVING THE COMPANY WITHOUT SERVING NOTICE PERIOD:

If you wish to leave the services of the Company, a clear written notice of 30 Days days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

TERMINATION BY THE COMPANY:

The company may terminate your services with or without cause under the following conditions:

With Cause:The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct;

(5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

Without Cause: (a) In the event that the employment is terminated without Cause, the EMPLOYEE will be provided with a 30 Days days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 Days days, calculated on the basis of the last basic salary.

(b) During probation period if the employment is terminated without Cause, the EMPLOYEE will be provided with 7 days prior written notice.

Joules to Watts Business Solutions Private Limited

3rd Floor, Vaswani Presidio, Panathur Main Road,
Off Outer Ring Road, Bangalore, Karnataka- 560103

www.joulestowatts.com

CIN : U74900KA2014PTC076748



TERMINATION BY EMPLOYEE:

If you wish to leave the services of the Company, a clear written notice of 30 Days days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice. However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

MORAL CONDUCT:

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

ALTERNATIVE EMPLOYMENT:

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

COMPANY PROPERTIES IN YOUR POSSESSION:

You are expected to take proper care of company properties entrusted to you by the company.

In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

CHANGE OF ADDRESS:

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless other wise intimated in writing by you. Communications addressed to you at the above address shall deem to have been duly served.

CODE OF CONDUCT:

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

PLACE OF EMPLOYMENT AND TRANSFER:

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.

Joules to Watts Business Solutions Private Limited

**3rd Floor, Vaswani Presidio, Panathur Main Road,
Off Outer Ring Road, Bangalore, Karnataka- 560103**

www.joulestowatts.com

CIN : U74900KA2014PTC076748



PROBATION:

The Employee shall be on probation for a period of three (3) months from the date of joining. The Company shall be entitled to forthwith terminate the services of the Employee and this Agreement at any time during the probation period. The Company may in its sole discretion extend the Employee's probation period based on the Employee's performance, conduct and/or other factors as the company may deem fit. The Employee's probation period shall not be considered to be completed, unless the Employee's services are confirmed by the Company in writing by a Letter of Confirmation. Employee is not entitled for leaves during the probation period and leaves taken during probation will be considered as Loss of Pay.

DECLARATION:

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

	April 26, 2021 ----- Date
Signature	



Joules to Watts Business Solutions Private Limited

3rd Floor, Vaswani Presidio, Panathur Main Road,
Off Outer Ring Road, Bangalore, Karnataka- 560103

www.joulestowatts.com

CIN : U74900KA2014PTC076748



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services

17-March-2021
Aashika Amarnath
Presidency University, Bangalore

Dear Aashika,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

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 **18-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

DocuSigned by:
Aashika
Signature: _____
ADE11CB84B64479
Aashika Amarnath

Date: **18-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services


DECLARATION

I, Aashika Amarnath (Name of the Candidate) S/o, D/O, W/O B S Amarnath, having permanent address at #51 S HIG B-4 "Malaprabha" Yelahanka New Town Bengaluru- 560064 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.

DocuSigned by:
 SIGNATURE: 
 NAME: Aashika Amarnath
 DATE: 18-March-2021
 PLACE: Bengaluru

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services

14-March-2021
AMBIKA REDDY
Presidency University, Bangalore

Dear AMBIKA,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited

Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services**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

DocuSigned by:



URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **15-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

DocuSigned by:



Signature: _____

AMBIKA REDDY

Date: **15-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

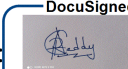
NTT DATA
 Services

DECLARATION

I, AMBIKA REDDY (Name of the Candidate) S/o, D/O, W/O D/O Raj reddy, having permanent address at Krishna kunj, gumpa, Bidar-585401 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 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.

DocuSigned by:
 SIGNATURE: 
 B1B202CB35B6465...
 NAME: AMBIKA REDDY
 DATE: 15-March-2021
 PLACE: Bangalore



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

17-March-2021
Anushaa Haniffee
Presidency University, Bangalore

Dear Anushaa,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

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 **18-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

DocuSigned by:
Anu
Signature: _____
Anushaa Hanif

Date: **18-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services

DECLARATION

I, Anushaa Haniffee (Name of the Candidate) S/o, D/O, W/O Md. Aslam Haniffee, having permanent address at Q. No.B-17 Indira Vihar SECL Colony, Bilaspur, Chhattisgarh-495006 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.

DocuSigned by:
 SIGNATURE: Anushaa Haniffee
 NAME: Anushaa Haniffee
 DATE: 18-March-2021
 PLACE: Bengaluru

Confidential



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

17-March-2021
Challa Sumanth
Presidency University, Bangalore

Dear Challa,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

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 **18-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Challa Sumanth

Date: **18-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

DECLARATION

I, Challa Sumanth (Name of the Candidate) S/o, D/O, W/O _____, having permanent address at _____ 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:Challa Sumanth

DATE:18-March-2021

PLACE:

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services

17-March-2021
Donthireddy Sravani Reddy
Presidency University, Bangalore

Dear Donthireddy,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

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 **18-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Donthireddy Sravani Reddy

Date: **18-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

DECLARATION

I, Donthireddy Sravani Reddy (Name of the Candidate) S/o, D/O, W/O _____, having permanent address at _____ 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:Donthireddy Sravani Reddy

DATE:18-March-2021

PLACE:

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services

14-March-2021
Gowtham TP
Presidency University, Bangalore

Dear Gowtham,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

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

DocuSigned by:

Urmimala Sarkar

DD4D480B41314B9

URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **15-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____

Gowtham TP

Date: **15-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

DECLARATION

I, Gowtham TP (Name of the Candidate) S/o, D/O, W/O _____, having permanent address at _____ 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 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: Gowtham TP

DATE: 15-March-2021

PLACE:



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

17-March-2021
Jennifer A
Presidency University, Bangalore

Dear Jennifer,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

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.

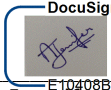
If any declaration given or furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable to be removed from the service without any notice.

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 **18-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

DocuSigned by:

Signature: _____
E10408B346CE4E7...
Jennifer A

Date: **18-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services


DECLARATION

I, Jennifer A (Name of the Candidate) S/o, D/O, W/O D/O Amaldas V, having permanent address at #32, 1st main, 1st cross, Somashekara Reddy layout, Margondanahalli, Bangalore-560036 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.

DocuSigned by:
 SIGNATURE: 
 NAME: Jennifer A
 DATE: 18-March-2021
 PLACE: Bangalore

Confidential



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

14-March-2021
K ESHWAR
Presidency University, Bangalore

Dear ESHWAR,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

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

DocuSigned by:

Urmimala Sarkar

DD4D480B41314B8

URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **15-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

DocuSigned by:

K ESHWAR

Signature: _____

A27EFD0A5D64AD...

K ESHWAR

Date: **15-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services

DECLARATION

I, K ESHWAR (Name of the Candidate) S/o, D/O, W/O K SHESHAGIRI, having permanent address at House no 56 6th ward near ramalayam temple hirejaiganur 583129 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 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.

DocuSigned by:
SIGNATURE: K ESHWAR
 A27E9FD4A5D64AD...
NAME: K ESHWAR
DATE: 15-March-2021
PLACE: Bellary



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

17-March-2021
Koduru Venugopal Reddy
Presidency University, Bangalore

Dear Koduru,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

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 **18-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

DocuSigned by:
Koduru Venugopal Reddy
Signature: 98C4D2720792496...
Koduru Venugopal Reddy

Date: **18-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services

DECLARATION

I, Koduru Venugopal Reddy (Name of the Candidate) S/o, D/O, W/O Koduru Sivanagi Reddy, having permanent address at D.NO:10/11,market veedhi ,Yadiki ,Anantapur -515408 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.

DocuSigned by:
 SIGNATURE: Koduru Venugopal Reddy
 98C4D2720792496...
 NAME: Koduru Venugopal Reddy
 DATE: 18-March-2021
 PLACE: Yadiki

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services

17-March-2021
Krithika S
Presidency University, Bangalore

Dear Krithika,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

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 **18-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

DocuSigned by:
Krithika S
Signature: _____
F29A6B03FC1F4DD...
Krithika S

Date: **18-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000


NTT DATA
 Services

DECLARATION

I, Krithika S (Name of the Candidate) S/o, D/O, W/O R Shakthivel, having permanent address at NO-126/8, Venkata, Yelahanka, Bangalore, Karnataka-560064 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.

DocuSigned by:
 SIGNATURE: 
 NAME: Krithika S F29A8B03FC1F4DD...
 DATE: 18-March-2021
 PLACE: Bangalore, Karnataka

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services

14-March-2021
Mohammed Ruman
Presidency University, Bangalore

Dear Mohammed,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

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

DocuSigned by:

DD4D480B41314B9
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **15-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

DocuSigned by:

Signature: _____
5816D207D93674B2
Mohammed Ruman

Date: **15-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services


DECLARATION

I, Mohammed Ruman (Name of the Candidate) S/o, D/O, W/O Sabira Begum, having permanent address at #4, Ashiana Apt, Flat no 106, Bourdillion Road, Frazer Town, Bangalore 05 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 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.

DocuSigned by:
 SIGNATURE: 
 NAME: Mohammed Ruman
 DATE: 15-March-2021
 PLACE: Bangalore



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services

17-March-2021
Nara Sravani
Presidency University, Bangalore

Dear Nara,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

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 **18-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Nara Sravani

Date: **18-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services

DECLARATION

I, Nara Sravani (Name of the Candidate) S/o, D/O, W/O Nara Surendra Naidu, having permanent address at Gudiyavandlapalli, guttapalle, Sambepalli (M), Cuddapah (dist), Andhrapradesh, 516215 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:Nara Sravani

DATE:18-March-2021

PLACE: Bangalore

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services

17-March-2021
Poornima Kn
Presidency University, Bangalore

Dear Poornima,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

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 **18-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

DocuSigned by:

Signature: _____
Poornima Kn
F03DDE36F80A44A...

Date: **18-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services


DECLARATION

I, Poornima Kn (Name of the Candidate) S/o, D/O, W/O NAGARAJ J, having permanent address at #61/2, 6TH CROSS MAGADI MAIN ROAD NEAR ANJAN THEATRE, BANGALORE-560023 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.

DocuSigned by:
 SIGNATURE: 
 NAME: Poornima Kn
 F03D0F36F80A44A...
 DATE: 18-March-2021
 PLACE: BANGALORE

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services

17-March-2021
Prajwal MS
Presidency University, Bangalore

Dear Prajwal,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

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 **18-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Prajwal MS

Date: **18-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

DECLARATION

I, Prajwal MS (Name of the Candidate) S/o, D/O, W/O _____, having permanent address at _____ 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:Prajwal MS

DATE:18-March-2021

PLACE:

Confidential



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

17-March-2021
Shree Vaishnavi J
Presidency University, Bangalore

Dear Shree,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

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 **18-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

DocuSigned by:
Shree Vaishnavi J
Signature: 2D7AC998F82042A...
Shree Vaishnavi J

Date: **18-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services

DECLARATION

I, Shree Vaishnavi J (Name of the Candidate) S/o, D/O, W/O Late Jayaprakash S, having permanent address at #1011, 2nd Block, BEL Layout, Vidyanarayapura, Bangalore -97 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.

DocuSigned by:
 SIGNATURE: Shree Vaishnavi J
 NAME: Shree Vaishnavi J

DATE: 18-March-2021

PLACE: Bengaluru

Confidential



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

14-March-2021
Syed Abdul Rahim
Presidency University

Dear Syed,

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 **Technical Graduate Trainee** 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. 500,000/- 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



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

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

DocuSigned by:

Urmimala Sarkar

DD4D480B41314B9

URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **15-March-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
Syed Abdul Rahim

Date: **15-March-2021**

Confidential



NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

NTT DATA
Services

DECLARATION

I, Syed Abdul Rahim (Name of the Candidate) S/o, D/O, W/O _____, having permanent address at _____ 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 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: Syed Abdul Rahim

DATE: 15-March-2021

PLACE:



Date: March 22, 2021Dear **AZRA BANU**,It is our pleasure to welcome you to **REDINK**.

1. With reference to our discussions, we are pleased to offer you the appointment in our Organization as the **Junior Content Writer**, operating under our **Content Development Department**.

2. Your employment with us will be governed by terms and conditions as specified in **Annexure-B**.

You are required to join on **23rd March, 2021** and report to HR Team to complete the Onboarding formalities at REDINK. The Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing. At the time of joining, you are expected to be ready with the documents as per **Annexure - D** and submit the copies of the same to the HR Team. The first month will be a training period followed by that you will be considered as an Intern for the next 3 months and it will be an unpaid internship. By the end of every month you will be rated based on your performance and that will be used for calculating your performance based pay scale.

3. Please note that this Offer is subject to your being given a clear background check either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.

4. Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to **Abisha Auxlin and Thoshitha Sherline Mary** latest by **23rd March, 2021**. In case of further clarifications, please get in touch with **Abisha** (on abisha@redink.app) or **Thoshitha** (thoshi@redink.app)

With Best Wishes**ABISHA AUXLIN****Head - Resource Management Group****REDINK**

Encl: Annexure-A (Important / Indicative Terms & Conditions of Employment), **Annexure-B** (Medical Self declaration), **Annexure-C** (Check List of Documents), **Annexure-D** (Confidentiality Agreement), **Annexure-E** - Intellectual property Assignment, **Annexure-F** - General Covenant, **Annexure-G** -(Acknowledgement),

Accepted,

Date: 22-03-2021



Signature of Candidate:

ROLES AND RESPONSIBILITIES

- Research industry-related topics (combining online sources, interviews and studies)
- Write clear marketing copy to promote our products/services
- Prepare well-structured drafts using Content Management Systems
- Proofread and edit blog posts before producing it to the Editor
- Submit work to Editors for input and approval
- Coordinate with marketing and design teams to illustrate articles
- Conduct simple keyword research and use SEO guidelines to increase web traffic
- Promote content on social media
- Identify customers' needs and gaps in our content and recommend new topics
- Ensure all-around consistency (style, fonts, images and tone)
- Update website content as needed

Annexure - A**1. Employment Agreement****a) Code of Conduct**

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of the Company.

b) Secrecy

You are expected to maintain the utmost secrecy with regard to the affairs of The Company and shall keep confidential any information, whether written or oral, which relates to internal controls, computer or data processing programs, algorithms, electronic data processing applications, routines, subroutines, techniques or systems, or information concerning the business or financial affairs and methods of operation or proposed methods of operation, accounts, transactions, proposed transactions, security procedures, trade secrets, know-how, or inventions of the Company. or its Affiliate, or any client, agent, contractor or vendor. You shall not disclose the identities and other related information of any of its clients.

Breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated.

c) Conflict of Interest

Your position with The Company calls for whole time employment and you will devote yourself exclusively to the business of The Company. You will not take up any other work for remuneration (part-time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business, during your employment with The Company, without written permission from The Company. Contravention of this will lead to termination of your services from The Company without any notice, with or without any liability on the part of The Company for payment of any compensation in lieu of such notice as per the procedure mentioned in Section 3.

d) Non-Solicitation / Non-Compete

You acknowledge that you have signed Covenant against Disclosure and Covenant Not to Compete/Non-Solicitation ("Covenant"), which is incorporated into this Agreement by reference and is made a part of this Agreement and that it constitutes an integral part of the terms of your employment. In the Covenant, you have agreed that for a period of twelve months following termination of your employment for any reason whatsoever you also confirm and agree that these restrictions are reasonable and are legitimately required to protect the business interest of REDINK.

- (i) You will not solicit business and/or sell services/pro or build business relationship with customers, you were directly or indirectly involved with, during your tenure with the Company.
- (ii) You will not interfere with its business relations, including but not limited to soliciting or providing services to any of the Company's clients (except as directed by REDINK), directly or

indirectly.

(iii) You will not be employed by a client of the Company for which you performed services while employed by the Company.

(iv) You will not solicit or induce the Company associates to join a client or to compete with the Company. You undertake not to solicit or induce or endeavor to solicit or induce any consultant, supplier or service provider to cease to deal with the Company and shall not interfere in any way with any relationship between a consultant, a supplier or a service provider and the Company.

a) Exclusivity of Services, Publications, Gifts/Anti-bribery

You shall devote all work efforts exclusively to The Company and the furtherance of its interests. Any engagement in additional activities for remuneration or any direct or indirect participation in other enterprises of any kind requires the prior written consent of The Company. The Company's consent shall not be required for ordinary acquisitions of shares or other participation for investment purposes. Membership in the board of directors or supervisory board of other enterprises shall be subject to The Company's prior written consent. Any publications and lectures by you on topics relating to The Company's business or interests shall be subject to The Company's prior written consent.

You agree, to not accept or demand loans, rewards or other benefits, or promises thereof, from The Company's clients or other persons with whom the Associate has official or business contacts in the context of the Associate's activities for The Company, without The Company's prior written consent.

You are hereby covenant and undertake that you will:

- not engage in any actions that are, or could be seen to be, bribery of foreign public officials as described in the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the Foreign Corrupt Practices Act of the United States of America (the "FCPA"), the Anti-Terrorism, Crime and Security Act 2001 and Bribery Act, 2010 of the United Kingdom of Great Britain and Northern Ireland; and
- comply with all United Kingdom, United States, German and other Applicable Law prohibiting bribery and in doing so will provide nothing of value to any government official.
- not directly or indirectly offer or have offered or give or given or agree or agreed to give or given to any person any gift, success fee, rebate or consideration of any kind whatsoever including speed or facilitation money or indulge in any activity as an inducement or reward for influencing or carrying out any act and specifically in relation to any business opportunity or a customer including for the purposes of collection or for showing any favour or disfavour to any person or persons in relation to such performance.

b) Confidentiality / Non-Disclosure

- a) You must return to The Company, upon request, and in any event, upon termination of your employment, all documents and tangible items which belong to The Company or which refer to any confidential information and which are in your possession or under your control.
- b) You must, if requested by The Company, delete all confidential information from any reusable material and destroy all other documents and tangible items which contain or refer to any confidential information and which are in your possession or under your control.

- c) All software, systems, ideas, concepts, designs, documentation or any other material produced by you, during the period of your assignment to the Company will either be Intellectual Property of the Company or that of its customers. You will not have any rights to such material as described above.

You shall execute / sign the Confidentiality Agreement as and when required by the Company or the Client.

Accepted

Date: 22-03-2021
Signature of Candidate:



1. Assignments/Transfer/Deputation

Though you have been engaged for a specific position, The Company reserves the right to send you on training/deputation/secondment/transfer/assignments to sister companies, associate companies, clients' locations or third parties whether in India or abroad. In such case, the terms and conditions of service applicable to the new assignment will govern you.

You shall, only at the request of The Company, enter into a direct agreement or undertaking with any customer to whom you may be assigned/seconded/deputed accepting restrictions as such customer may reasonably require for the protection of its legitimate interests.

2. Termination of Employment

- (a) Either party can terminate this employment by serving a notice of 60 days on the other. The Company may at its absolute discretion make a payment representing salary (basic) in lieu of notice of termination. However, for cause like misconduct, gross negligence, willful insubordination or disobedience, misbehavior or non-performance, REDINK may terminate your services with immediate notice. The Company shall have the right to place you under suspension on subsistence allowance and benefits as applicable pending any investigation into potential dishonesty, gross misconduct, misappropriation, gross negligence, fraud or other circumstances, which expressly provides for termination of your employment which if proved, would entitle The Company to dismiss your services summarily.
- (b) In the event of your serving on The Company a notice of termination of employment by submitting a resignation letter, your release will be governed by the relevant policies in force at that point in time, subject to satisfactory handing over of your duties, responsibilities, Company documents, Company assets, knowledge transfer etc. to the relevant parties.
- (c) In case of Associates who are governed by any other service agreement(s) for serving a minimum stipulated period, the associate will need to fulfill the mandatory requirements of **Clause 3(a)** along with applicable exit policy clauses under stipulated service period agreed to and provided therein.
- (d) Unauthorized absence or absence without permission from duty for a continuous period of 7

- (b) You confirm and represent that there exists no personal circumstances which are likely to affect your liability to discharge your obligations in the course of your employment. You further undertake to notify, your line manager and HR Manager immediately of any material change in personal circumstances that may have impact on the status of your employment including, but not limited to, criminal convictions and/or cases pending, health issues, right to work in the country where work is to be performed etc.

2. Company Policies

You are required to comply with all the policies as communicated to the associates of the Company from time to time. These policies are available on the Company's intranet. You are requested to visit the site at frequent intervals to get all updates / changes. By signing a copy of this letter, you are consenting that you will visit the intranet site and get familiar with the Company's policies. The Company reserves the right to interpret, change, suspend or terminate any of its benefits, policy plans or programs in accordance with its needs from time to time.

3. Personal Indebtedness

The Company shall not be responsible for personal indebtedness or other liabilities incurred by you, during/prior to your employment with the Company. You understand and accept that you shall have no authority to pledge the credit of the Company to any person or entity without the Company's prior written authorization.

1. Restraints

Access to Information

Information is available on the need to know basis for specified groups. The network file server is segregated to allow individual sectors for projects and units. Access to these are authorized through access privileges approved by unit Mentors or Project Mentors.

Authorization

Only those authorized by a specific power of attorney may sign legal documents, representing The Company.

Passwords

Access to our network, development environment and MS-Exchange is through individual's password. For security reasons it is essential to maintain confidentiality of the same.

Unauthorized Software

You shall not install, download, copy and duplicate any unauthorized or unlicensed software, programs, games, attachments on to your computer systems.

Security

Security is an important aspect of our communication and company infrastructure. If you have any concerns in the team or the project you work on, you have full freedom to contact your POC (Point Of Contact) at that point of time.

(a) Use of Company Resources

(i) You shall use The Company's resources only for official purposes as per the applicable Company policy.

(ii) The Company shall have the right to access the files, folders and data stored in the official ID provided to you by the Company and to keep track on individual users activity and logs stored in the official ID. Further the Company may also monitor the emails and email traffic in your official mail id provided by the Company as measure to ensure compliance with Company's policies and network security. You also authorize the Company representative to access all the data and information stored under your mail id during and after employment with the Company and this access is provided under the applicable data privacy laws. You also expressly waive any other rights as may be available under the applicable Data Privacy laws against the Company for providing such access.

1. Overseas Service Agreement

As The Company will be spending a substantial amount of time and money for your deputation /secondment abroad, you may be required to sign a deputation agreement with The Company and may also be required to execute a Surety Bond on such terms, as The Company may deem appropriate. (This agreement will consist, inter alia, of issues like (i) your commitment to complete the project (ii) your returning to India after completion of the project and serving The Company for a stipulated period).

2. Intellectual Property Rights

You agree to disclose any invention, development, process, plan, design, formula, specification, program or other matter of work whatsoever (collectively "the Inventions") created, developed or discovered by you, either alone or in concert, in the course of your employment and the same shall be the absolute property of The Company. Any Intellectual Property Rights and rights to inventions arising out of your activities hereunder, or if ownership rights cannot be transferred under applicable law, any exploitation rights relating thereto, shall be transferred to The Company in accordance with applicable law. You shall, as and when requested by The Company (at Company's cost and expense), assist The Company in perfecting the Intellectual Property Rights in any manner The Company deems fit. You shall execute/sign the Intellectual Property Rights Assignment document as and when required by REDINK.

3. Jurisdiction

Even though The Company may depute you overseas for on-site work or to any other location in India, the jurisdiction concerning any dispute arising out of your employment will be in the courts in **Chennai** only.

4. Retirement

This agreement automatically stands terminated on the day on which associates reach the age of retirement as per applicable company policy and for the purpose of determining this, the age recorded with The Company shall be considered as final and conclusive. Employment with The Company will stand terminated at the end of the Financial Year in which you attain the age of Superannuation. Termination of employment may also be initiated earlier by either party by serving prior written notice on the other, as per the notice period stipulated in this letter.

5. General

The above terms and conditions including those in Annexures are based on Company policies, procedures and other rules currently applicable in India as well as Overseas and are subject to amendments and adjustments from time to time. In all services matters, including those not specifically covered here such as Traveling, Leave, Working Hours, Retirement, Code of Conduct, etc. you will be governed by the rules of The Company as shall be in force from time to time.

6. You shall be Logged in during normal working hours as specified in the policies or during hours expressly designated for you in writing. Depending on organizational requirement or project contingencies your working hours / work days may be modified/ altered from time to time. The Company does not have a policy for payment of overtime.
7. You shall provide details regarding the utilization of your time by entering the same into the Company's electronic timesheet system on a daily basis. In case you are attached to any project where the client may have requirement of recording specific time-efforts, you shall comply with such requirement also, in addition to the Company's timesheet system.
8. This offer is purely based on the information / documents provided by you and by accepting the offer, you specifically authorize The Company or any external agency through the Company to verify your educational, employment antecedents, your conduct and any other background checks prior to your joining The Company or thereafter. You shall extend your co-operation (if asked for) during such verification without any protest or demur.

This is to certify that I have gone through and understood all the terms and conditions mentioned in Annexure - B and I hereby accept and agree to abide by them. I am also required to fill the EMPLOYMENT VERIFICATION FORM, complete in all respects and bring it along with all the other documents / testimonials as required (Annexure D) at the time of joining.

Name in full :

Signature :

Address :

Date :**Place** :**Annexure- B - Employee Medical Declaration Form****Candidate's Medical History:**

Candidate's Medical Details	Yes	No	Please provide the details
Do you have any defect or problem of vision?			
Can you readily distinguish between the pigmentary colors?			
Do you suffer from a degree of deafness which would prevent your hearing of normal conversation?			
Do you have any physical deformity / handicap?			
Have you ever been diagnosed to have any Psychiatric ailment including Depression, Anxiety Neurosis, Phobic Disorders, Schizophrenia, Manic Depressive Psychosis or any other Psychiatric illness?			
Have you ever been diagnosed with an alcohol or drug abuse problem? If yes, are you on treatment for the same?			
Have you ever been disqualified on medical grounds from any previous employment opportunity?			
Have you ever been suffering from any Medical condition that may require you to take Medical Leave over the next 12 months?			
Have you had any form of critical illness or operation in the last two years?			
Have you ever been diagnosed to have Cancer, Tumor, Cyst or any similar type of growth?			

1.	Heart Attack		Diabetes
2.	High Blood Pressure		Stroke
3.	Night Blindness		Valve Disorders
4.	Asthma		Slipped disc
Any other major disease/illness that you may be willing to disclose			

Have you ever suffered/are you suffering from any of the following? *(Please tick whichever applicable)*

Annexure -C - Checklist of Documents

At the time of joining, you are requested to produce the following documents in **original (if offline) and Scanned from (If Online Mode)**, along with 2 copies of each.

Redink Pvt. Ltd., 10th Floor, 100 Feet Road, Vengal Rao Nagar, Ambattur, Chennai 600077

- (a) Certificates' supporting your educational qualifications along with marks sheets
- Xth Certificate & mark sheets
 - XIIth Certificate & mark sheets
 - Degree Certificate & Semester/year-wise mark sheets
 - Master's Certificate & Semester/year-wise mark sheets
 - Diploma/PG Diploma Certificate & Transcripts
 - Any other Certificate with supporting documents - if any
- (b) Your latest salary slip or salary certificate
- (c) Proof of Date of Birth
- (d) Marriage Certificate (wherever applicable)
- (e) Your relieving letter from your present organization
- (f) Service Certificate from the last employer as well as all previous employers.
- (g) Acceptance copy of REDINK
- (h) Form 16 or Taxable Income Statement duly certified by previous employer (Statement showing deductions & Taxable Income with break-up) where applicable.
- (i) Passport-sized color photographs (White background mandatory).
- (j) Valid Passport
Please submit copy of the valid Passport (inclusive of all blank pages). In case you have applied for it, please submit the proof of Passport Office submission ticket. Upon receipt of Passport from Passport Office, please submit the documents to HR.
- (k) PAN Card and Proof of PAN Number
You MUST carry and provide your PAN Card copy. Please note that it is mandatory to provide the PAN number for processing of your payroll and no payments on account of salaries can be made without a PAN Number. If applied for please submit a copy of the acknowledgement as issued by the Income Tax authorities.
- (l) Personal data form, enclosed to be filled-in completely and submitted at the time of joining.

Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of the documents/certificates given by you as a proof in support of the above, The Company reserves the right to revoke the offer.

Please produce all the certificates supporting your educational qualifications along with mark sheets in original for verification only.

Annexure-D - Confidentiality Agreement

I understand that during my employment with the Company, I will have access to information for its customers, suppliers, vendors and licensors, any or all of which are referred to in this agreement. I also understand that this information, whether technical or non-technical is commercially valuable. It is referred to in this agreement as “confidential information”.

A few examples of confidential information are given below. However these examples do not list all of the types of confidential information which I may develop or to which I may have access:

- 1) Information of a business nature such as marketing, underwriting, associate customer and claimant data, sales, and list of customers, including future developments and planning concerning them.
- 2) Computers /software programs and associated documentation and material which are propriety to the Company or which the Company is under an obligation to prevent this disclosure.
- 3) Information from the Company’s vendor and supplier which is confidential, propriety or copyrighted.
- 4) I hereby agree that :
 - The confidential information shall remain the sole and exclusive propriety of the Company and I shall regard it as confidential and secret information.
 - The confidential information is the property considered to be the trade secrets of the Company because it involves processes and compilation of information which are secret, confidential, and not generally known to the public and which are the products of expenditure of time, effort, money, and /or creative skills of the Company.
 - The use of confidential information is furnished to me during my employment on a confidential and secret basis for a sole and exclusive use and pursuing my employment duties at the Company.
 - I will not, during and after my employment at the Company, publish, disclosed, or otherwise divulge the confidential information to any person not specifically authorized by the Company to receive such information.
 - I will not copy and confidential information for any purpose except with the express consent of the the Company officials or the expressed written authorization of the third party owner.
 - Upon termination of my employment with the Company, or at any other time at the Company’s request, I agree to return promptly to the Company, all confidential information, including but not limited to all manuals, letters, notes, notebooks, reports, formulae, computer programs and associated documentation and material, memoranda, customer list and all other materials and all copies of them relating in any way to the Company which in any way were obtained by me during my employment at the Company which are in my possession or under my control. I further agree that I will not make or retain any copies of the above mentioned information and will so represent to the Company upon termination of my employment.

- This confidentiality agreement will continue to be in effect after the termination of my employment with the Company.
- IF any provision of this agreement is declared invalid or unenforceable with respect to a particular occurrence or circumstance or otherwise, that will not affect the validity, enforceability, or applicability of any other provision of this agreement.

Name :

Date :

Signature :

Annexure-E - Intellectual Property Assignment

Associate Name:

Associate ID:

Date:

In consideration of my employment with the Company and in view of the confidential nature of employment by reason of which I will obtain and have obtained special knowledge of the Company and business, its necessities and plans and the information of its customers, I hereby agree as follows:

(a) Intellectual Property Assignment

I hereby assign, to the Company or its successor, designees or assigns, any and all rights in any design, invention, discovery, or other intellectual property (including without limitation, right to apply for and obtain a patent) which I may create, develop or assist in creating or developing during my employment which design, inventions, discovery and other intellectual property relate to services provided/ to be provided or products or systems manufactured or developed or licensed or sold by the Company whenever made by me and for any work made and/or created or cause to be made and/or created in the course of my employment whether on the customer project or otherwise.

The Company shall be the first owner of the copyrights therein and for work made and/or created or cause to be made and/or created in the course of my employment. If by virtue of any law or any judgment, the Company is not the first owner, then I hereby assign, exclusively and irrevocably, the same, wholly and generally, forever through out the world, without any obligation of payment of royalty or any other sum of money or benefit(s), the whole of the copyright(s) in all such work(s) and further waive all my moral rights wholly in favour of the Company I also agree to sign on demand, whether during the employment or any time thereafter, any papers and do any acts which may be deemed necessary or desirable by the Company to secure to the Company, its successors, designees, or assign, any right relating to such design, invention, discovery, copyright or intellectual property and improvement including patents in India or any other foreign country.

(b) Restrictions after Termination

I further agree upon termination of my employment to surrender to the Company all software programs, data (whether in hard copy form or in electronic form), notebooks, designs, drawings, blueprints, writings, manuals, price books, any business or market information, business and technical brochures, service models and techniques and other documents and materials (including all copies) then in my possession or control, which relate in any way to the business, research, development, sales, sales promotions, marketing or customer's information or other activities of the Company. The obligations stated under this Agreement shall survive the termination or discontinuation of my employment with the Company.

WITNESSED

ACCEPTED

Annexure-F**Agreement - General Covenant Against Disclosure and Covenant Not to Compete / Non- Solicitation**

In consideration of my employment "REDINK", and in consideration of the wages or salary to be paid to me, and regardless of the duration of my employment, I enter into the following agreements:

1. I agree to perform competently, diligently, reliably, and to the best of my ability all duties required of me from time to time by the Company. I shall not directly or indirectly, either as an associate, employer, consultant, agent, principal, partner, stockholder, corporate officer, director or in any other individual or representative capacity, engage or participate in any business that is in competition in any manner whatsoever with the business of the Company during the term of my employment with the Company either within or outside of business hours.

2. I acknowledge and agree that I am bound by all of the terms and conditions of my Service Agreement in addition to the terms and conditions of this agreement.

3. **Actions Required on Termination:** Upon termination of my employment at the Company whether voluntary or involuntary (or at any other time upon the request of the Company), I shall return to the Company all of its property of which I have had custody, including all handbooks, manuals, notebooks, supplies, credit cards, keys, disks, tapes, records, statistics, data and Confidential Information (defined herein) for which I have acquired by virtue of my employment, regardless of form or media.

4. **Covenant Against Disclosure:** I understand that it may be desirable and necessary for the Company or any of its suppliers, licensors, licensees or customers to disclose to me information which may include, by way of illustration and not by way of limitation, technical information, designs, drawings, processes, systems, procedures, formulae, test data, improvements, price lists, financial data, code books, invoices, financial statements and other financial information, computer programs, disks, printouts, sketches, customer and prospect contacts, customer and prospect lists, names, addresses or any other compilation of information written or unwritten (both individually and collectively referred to herein as "Confidential Information") during the course of my employment.

Because I will have access to and become familiar with such Confidential Information, I hereby agree to accept and retain such Confidential Information in confidence and agree, at all times during or after the termination of my employment, not to, directly or indirectly, disclose, reveal, use, copyright or patent such Confidential Information, without the prior written consent of an authorized officer the Company I also agree to keep the contractual

relationships of the Company with its suppliers, licensors, licensees, customers, contractors, and subcontractors confidential, including the names, addresses, or special requirements of the Company's customers. This Section 4 is intended to apply to all materials, which I may compile, as well as to all materials furnished to me by anyone else in connection with my employment.

a. Because it may not be clear to Associate which information is Confidential Information, in order to minimize the possibility of inadvertent disclosure, Associate agrees to consult with the Company before making any disclosure of information covered by this Agreement.

b. Associate may disclose information if such disclosure is directly pursuant to a valid and existing order of a court, or a governmental body or agency, within India; provided, however, that prior to such disclosure, the Associate (i) notifies the Company in writing of the prospective order, or proceeding giving rise to such order, and (ii) The Company has had the opportunity to prevent or limit such disclosure.

c. In the event of a breach or threatened breach of this Section 4 by Associate, the Company shall be entitled, in addition to all other remedies otherwise available to the Company to and Associate hereby consents to the issuance thereof forthwith in any court of competent jurisdiction without proof of specific damages. Associate waives any requirement for a bond in connection with any temporary or pendente lite injunctive relief.

d. In the event that the Company shall enforce any part of this Agreement through legal proceedings and obtains any judgment or order in such proceedings, Associate agrees to pay to the Company any costs and attorneys' fees reasonably incurred by the Company in connection with obtaining such judgment or order.

If any court should hold any part of the covenants set forth herein to be unreasonable, or otherwise unenforceable, the parties expressly agree that the covenants set forth herein shall be enforced to the extent that would otherwise be deemed reasonable or enforceable. In the event of any breach by Associate, the Non- Compete Period shall be extended on a per diem basis for the period that Associate is in breach.

5. Ownership of Work Product: The Company shall be the sole owner of all of my work product. For this purpose, "work product" means all inventions, improvements, discoveries, documentation, programming and technology (including all associated intellectual property rights) that I may create (alone or with others, at work or elsewhere, during or after the normal workday) relating to the work I do, the business of the Company or any research or development conducted by the Company I agree to assign, disclose and deliver to the Company as the Company's property, all right and evidence I may have or acquire with respect to any and all work product, and I agree to take such further actions and sign such further instruments as the Company may request from time to time to protect and defend its ownership of any and all work product. I understand that disclosure of my suggestions and ideas is encouraged.

6. Partial Restriction on Post-Termination Competition: The Company expects to invest considerable time, effort and capital in enhancing the value and desirability of my skills. Both this investment and my compensation reflect the Company's expectation of receiving

a considerable return from the exclusive use of my services and know-how in the future, free from any danger that the Company's customers or competitors may attempt to cause me to leave the Company and wrongfully gain the benefit of the Company's investment. The partial restraint set forth in this Section 6 does not, and cannot, provide complete protection for the Company's investment, development efforts, product, strategy, proprietary and Confidential Information, but the Company believes that in combination with the other provisions of this Agreement, it is the most fair and reasonable measure to protect the Company's interest, giving due regard to both my interests and the interests of the Company.

7. Covenant Not To Compete. I hereby covenant and agree as a part of and ancillary to this Agreement that for the 12 months period following the termination of my employment with the Company (irrespective of the reason for or such termination),

(a) I will not solicit, or attempt to solicit, or cause any third party to solicit, directly or indirectly, any customer of the Company for the purpose of selling or licensing products or services that are then competitive with the products and services that are then available to that customer from the Company provided, however, that this restriction shall apply only to customers of the Company with whom I actually have material contact (meaning direct interaction, such as through sales calls, presentations or other business dealings) in the course of performing my employment duties for the Company within the 12 months period preceding the date my employment with the Company ends. It is understood that this restriction is necessary to avoid possible compromise of Confidential Information and business interest.

(b) I will not (1) seek or obtain employment of any kind by any means, directly or indirectly, as either associate, agent or consultant, with any customer of the Company for which I am providing services on behalf of the Company that are competitive with the products and services available to the client from the Company provided however, that this restriction shall apply only to employment to perform the same or substantially similar services that I am performing for the client as a the Company associate; or (2) induce or solicit any associate of the Company to seek or obtain such employment with a customer of the Company This restriction applies to my acceptance of any employment by a customer through general advertising or third party recruitment;

I accept and agree that the above covenants (a) and (b) are reasonable restrictions imposed with an objective to protect the Company's legitimate business interests and proprietary and confidential information. Given the compensation and benefits provided to me, I agree that the restriction as to time and scope contained herein are reasonable and necessary to protect the Company's business interests and proprietary information. I have sufficient skills to find alternative, commensurate employment that would not violate the terms of this undertaking. I acknowledge that adherence to this undertaking shall not deprive me of the ability to earn a living or support my dependents.

8. Compliance Not Contingent Upon Additional Consideration : I understand and

acknowledge that the wages, compensation,, benefits training and experience that the Company provides to me shall be full and sufficient consideration for the promises contained in this Agreement. I have not been promised, and shall not claim, any

16, Pillai Kovil Street, Ayappakkam,
Ambattur, Chennai 600077

9. additional or special payment or compliance with the covenants and agreements herein.

Damages and Remedies: I acknowledge and agree that if violate this Agreement, the Company may take legal action against me as follows: (1) The Company may take legal action in the court specified below in Paragraph 14 for the liquidated damages specified in Paragraph 6 above and (2) a violation of this Agreement is likely to cause severe and irreparable Cause injury to the business, good will, client relations and proprietary information of the Company, an injury that is not adequately compensable by money damages alone. Accordingly, in the event of a breach (or threatened or attempted breach) of this Agreement, the Company shall, in addition to any other rights and remedies, be entitled to immediate, appropriate injunctive relief, or a decree of specific performance of this Agreement, without the necessity of showing any irreparable injury or special damages, in any court of competent jurisdiction.

1. **Severability:** Each paragraph and provision of this Agreement is severable from the contract and if one provision is declared invalid, the remaining provisions shall nevertheless remain in full force and effect. Further, the invalid provision or part shall remain enforceable to the extent permitted by law.
2. **Entire Agreement:** This Agreement reflects the full and complete agreement between myself and REDINK on the subjects covered herein and supersedes and replaces all prior negotiations or agreements, whether written or oral. This Agreement shall only be modified, altered or replaced by a subsequent writing, signed by myself and an authorized officer of REDINK.
3. **Binding Effect:** This Agreement shall inure to the benefit of, and be binding upon, my heirs, executors, administrators and personal representatives as well as the subsidiaries and affiliates of the Company. (Together with their successors and assigns).
4. **Choice of Law:** This Agreement will be governed and controlled in all respects by the laws of India.
5. **Choice of Forum:** The parties submit to the jurisdiction and venue of India with respect to any action arising, directly or indirectly, out of this Agreement or the performance or breach of this Agreement. The parties stipulate that the venues referenced in this Agreement are convenient.

In the event of any violation of the terms of this clause, I agree that I shall be liable to the Company. for liquidated damages in the amount of the gross salary earned by me during the preceding one year from the date of such breach. I acknowledge and agree that said amount constitutes liquidated damages and not a penalty, and that the amount is a reasonable and fair estimate of the actual damages that REDINK. would incur upon such breach.

Following the expiration of the one year period described herein, I shall continue to be obligated under the Covenant Against Disclosure in Section 4 so long as such Confidential Information remains proprietary or protected as confidential or trade secret information.

Executed on **20th of March, 2021**

Signature of Candidate:

Annexure-G**ACKNOWLEDGMENT**

This acknowledgment shall be attached to and considered part of the employment agreement executed this date by and between **REDINK** "Company" and the **AZRA BANU** "Employee".

The Employee recognizes, understands and specifically agrees to the restrictive covenant contained in the foregoing agreement. The Employee further acknowledges that said restrictive covenant and the territorial limitations set forth therein are reasonable. I understand that my employment with the Company is absolutely conditioned upon execution of this Acknowledgment and agreement. I have fully read, understood and agree to be bound by the attached agreement and this Acknowledgment.

I, **AZRA BANU** hereby further acknowledge and confirm that I have read and understood the foregoing agreement. I understand that I have the right and the time to have this agreement reviewed by the Advocate of my choice but has declined to do so.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the Employee has set his or her hand on **23rd of March, 2021**, and hereby acknowledges, understands and agrees to the above.

Signature:

Name:

Witness/ Notary Public:

Job Description

An annual payment (CTC) starting from 2.5 Lakhs and the maximum pay will depend on the candidate's performance. Selected students will be placed in particular as per your specification, Interest & performance.

Roles & Responsibilities

I. Information Technology

Support the IT team in maintaining hardware, software, and other systems. Assist with troubleshooting issues and provide technical support. Organize and maintain IT resources lend IT support in areas such as cybersecurity, programming, analytics, and data center management.

II. Research and Development

Work in a team-oriented environment for all aspects of product development (design, implementation, test, and maintenance support) Contribute to group meetings and provide status updates on development tasks for progress reporting

Work with development engineers to test product features and functions
Work with development engineers to validate corrected problem reports
Work with senior engineers to review the problem report solution and implement the solution
Support development engineers in reviewing product documentation
Troubleshoot and analyze problem reports to help determine the root cause of the reported issue

III. Graphic Designing

Create visual concepts, using computer software or by hand, to communicate ideas that inspire, inform, and captivate consumers.

Develop the overall layout and production design for applications such as advertisements, brochures, magazines, and reports.

Create Posts for Digital Marketing.

IV. Content Writing

Researching industry-related topics (combining online sources, interviews, and studies)

Writing a clear marketing copy to promote our products/services

Preparing well-structured drafts using Content Management Systems

V. Digital Marketing

Work with a Digital Marketing Manager to refine social media strategy and best practices. Assist in managing social media channels (Facebook, Twitter, LinkedIn, Instagram, YouTube) and editorial calendar to ensure content is timely, relevant, and engaging. Prepare weekly updates and reports to track growth and success rates of campaigns. Maintain to date and inform on new social media trends and adapt accordingly. Ensure proper messaging is being executed online. Identify leaders and influencers (internal/external) and engage them in brand activities. Assist with website copywriting, proofing, and updating as needed.

VI. Sales

Research and generate lists of potential customers. Provide input on customer briefs, presentations, and sales literature. Help develop client relationships and retain existing accounts. Assist in evaluating new sponsorship opportunities. Learn and apply sales techniques. Maintain sales records. Project excellent interpersonal and communication skills.

VII. Customer Support

Acknowledging and resolving customer complaints.

Maintaining a positive, empathetic, and professional attitude toward customers at all times.

Ensure customer satisfaction and provide professional customer support.

VIII. Human Resources (Recruitment)

Fulfilling the tactical objectives of a business through hiring and retaining employees is one job of an HR recruiter.

Sourcing candidates online, updating job ads, and conducting background checks.

Date: March 22, 2021Dear **BHOOMIKA S BABU** ,It is our pleasure to welcome you to **REDINK**.

1. With reference to our discussions, we are pleased to offer you the appointment in our Organization as the **Junior Content Writer**, operating under our **Content Development Department**.

2. Your employment with us will be governed by terms and conditions as specified in **Annexure-B**.

You are required to join on **23rd March, 2021** and report to HR Team to complete the Onboarding formalities at REDINK. The Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing. At the time of joining, you are expected to be ready with the documents as per **Annexure - D** and submit the copies of the same to the HR Team. The first month will be a training period followed by that you will be considered as an Intern for the next 3 months and it will be an unpaid internship. By the end of every month you will be rated based on your performance and that will be used for calculating your performance based pay scale.

3. Please note that this Offer is subject to your being given a clear background check either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.

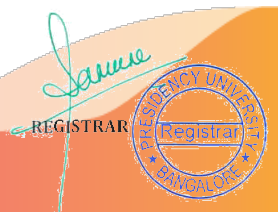
4. Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to **Abisha Auxlin and Thoshitha Sherline Mary** latest by **23rd March, 2021**. In case of further clarifications, please get in touch with **Abisha** (on abisha@redink.app) or **Thoshitha** (thoshi@redink.app)

With Best Wishes**ABISHA AUXLIN****Head - Resource Management Group****REDINK**

Encl: Annexure-A (Important / Indicative Terms & Conditions of Employment), **Annexure-B** (Medical Self declaration), **Annexure-C** (Check List of Documents), **Annexure-D** (Confidentiality Agreement), **Annexure-E** - Intellectual property Assignment, **Annexure-F** - General Covenant, **Annexure-G** -(Acknowledgement),

Accepted,

Date: 22-03-2021



Signature of Candidate:

ROLES AND RESPONSIBILITIES

- Research industry-related topics (combining online sources, interviews and studies)
- Write clear marketing copy to promote our products/services
- Prepare well-structured drafts using Content Management Systems
- Proofread and edit blog posts before producing it to the Editor
- Submit work to Editors for input and approval
- Coordinate with marketing and design teams to illustrate articles
- Conduct simple keyword research and use SEO guidelines to increase web traffic
- Promote content on social media
- Identify customers' needs and gaps in our content and recommend new topics
- Ensure all-around consistency (style, fonts, images and tone)
- Update website content as needed

Annexure - A**1. Employment Agreement****a) Code of Conduct**

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of the Company.

b) Secrecy

You are expected to maintain the utmost secrecy with regard to the affairs of The Company and shall keep confidential any information, whether written or oral, which relates to internal controls, computer or data processing programs, algorithms, electronic data processing applications, routines, subroutines, techniques or systems, or information concerning the business or financial affairs and methods of operation or proposed methods of operation, accounts, transactions, proposed transactions, security procedures, trade secrets, know-how, or inventions of the Company. or its Affiliate, or any client, agent, contractor or vendor. You shall not disclose the identities and other related information of any of its clients.

Breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated.

c) Conflict of Interest

Your position with The Company calls for whole time employment and you will devote yourself exclusively to the business of The Company. You will not take up any other work for remuneration (part-time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business, during your employment with The Company, without written permission from The Company. Contravention of this will lead to termination of your services from The Company without any notice, with or without any liability on the part of The Company for payment of any compensation in lieu of such notice as per the procedure mentioned in Section 3.

d) Non-Solicitation / Non-Compete

You acknowledge that you have signed Covenant against Disclosure and Covenant Not to Compete/Non-Solicitation ("Covenant"), which is incorporated into this Agreement by reference and is made a part of this Agreement and that it constitutes an integral part of the terms of your employment. In the Covenant, you have agreed that for a period of twelve months following termination of your employment for any reason whatsoever you also confirm and agree that these restrictions are reasonable and are legitimately required to protect the business interest of REDINK.

- (i) You will not solicit business and/or sell services/pro or build business relationship with customers, you were directly or indirectly involved with, during your tenure with the Company.
- (ii) You will not interfere with its business relations, including but not limited to soliciting or providing services to any of the Company's clients (except as directed by REDINK), directly or

indirectly.

(iii) You will not be employed by a client of the Company for which you performed services while employed by the Company.

(iv) You will not solicit or induce the Company associates to join a client or to compete with the Company. You undertake not to solicit or induce or endeavor to solicit or induce any consultant, supplier or service provider to cease to deal with the Company and shall not interfere in any way with any relationship between a consultant, a supplier or a service provider and the Company.

a) Exclusivity of Services, Publications, Gifts/Anti-bribery

You shall devote all work efforts exclusively to The Company and the furtherance of its interests. Any engagement in additional activities for remuneration or any direct or indirect participation in other enterprises of any kind requires the prior written consent of The Company. The Company's consent shall not be required for ordinary acquisitions of shares or other participation for investment purposes. Membership in the board of directors or supervisory board of other enterprises shall be subject to The Company's prior written consent. Any publications and lectures by you on topics relating to The Company's business or interests shall be subject to The Company's prior written consent.

You agree, to not accept or demand loans, rewards or other benefits, or promises thereof, from The Company's clients or other persons with whom the Associate has official or business contacts in the context of the Associate's activities for The Company, without The Company's prior written consent.

You are hereby covenant and undertake that you will:

- not engage in any actions that are, or could be seen to be, bribery of foreign public officials as described in the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the Foreign Corrupt Practices Act of the United States of America (the "FCPA"), the Anti-Terrorism, Crime and Security Act 2001 and Bribery Act, 2010 of the United Kingdom of Great Britain and Northern Ireland; and
- comply with all United Kingdom, United States, German and other Applicable Law prohibiting bribery and in doing so will provide nothing of value to any government official.
- not directly or indirectly offer or have offered or give or given or agree or agreed to give or given to any person any gift, success fee, rebate or consideration of any kind whatsoever including speed or facilitation money or indulge in any activity as an inducement or reward for influencing or carrying out any act and specifically in relation to any business opportunity or a customer including for the purposes of collection or for showing any favour or disfavour to any person or persons in relation to such performance.

b) Confidentiality / Non-Disclosure

- a) You must return to The Company, upon request, and in any event, upon termination of your employment, all documents and tangible items which belong to The Company or which refer to any confidential information and which are in your possession or under your control.
- b) You must, if requested by The Company, delete all confidential information from any reusable material and destroy all other documents and tangible items which contain or refer to any confidential information and which are in your possession or under your control.

- c) All software, systems, ideas, concepts, designs, documentation or any other material produced by you, during the period of your assignment to the Company will either be Intellectual Property of the Company or that of its customers. You will not have any rights to such material as described above.

You shall execute / sign the Confidentiality Agreement as and when required by the Company or the Client.

Accepted

Date: 22-03-2021
Signature of Candidate:



1. Assignments/Transfer/Deputation

Though you have been engaged for a specific position, The Company reserves the right to send you on training/deputation/secondment/transfer/assignments to sister companies, associate companies, clients' locations or third parties whether in India or abroad. In such case, the terms and conditions of service applicable to the new assignment will govern you.

You shall, only at the request of The Company, enter into a direct agreement or undertaking with any customer to whom you may be assigned/seconded/deputed accepting restrictions as such customer may reasonably require for the protection of its legitimate interests.

2. Termination of Employment

- (a) Either party can terminate this employment by serving a notice of 60 days on the other. The Company may at its absolute discretion make a payment representing salary (basic) in lieu of notice of termination. However, for cause like misconduct, gross negligence, willful insubordination or disobedience, misbehavior or non-performance, REDINK may terminate your services with immediate notice. The Company shall have the right to place you under suspension on subsistence allowance and benefits as applicable pending any investigation into potential dishonesty, gross misconduct, misappropriation, gross negligence, fraud or other circumstances, which expressly provides for termination of your employment which if proved, would entitle The Company to dismiss your services summarily.
- (b) In the event of your serving on The Company a notice of termination of employment by submitting a resignation letter, your release will be governed by the relevant policies in force at that point in time, subject to satisfactory handing over of your duties, responsibilities, Company documents, Company assets, knowledge transfer etc. to the relevant parties.
- (c) In case of Associates who are governed by any other service agreement(s) for serving a minimum stipulated period, the associate will need to fulfill the mandatory requirements of **Clause 3(a)** along with applicable exit policy clauses under stipulated service period agreed to and provided therein.
- (d) Unauthorized absence or absence without permission from duty for a continuous period of 7

working days would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination.

19, Pillayar Street, Thoppakkam,
Ambattur, Chennai 600077

- (e) You will be governed by The Company's laid down Code of Conduct and if there is any breach of the same or non- performance of contractual obligation or the terms and conditions laid down in this agreement, your service could be terminated as per the procedure mentioned in **Clause 3(a)** herein above. The Company further reserves the right to invoke other legal remedies as it seems fit to protect its legitimate interests.
- (f) Reference check will be made from your previous employers and other references as may be deemed appropriate. In case there is any adverse report against you which may be detrimental to the interests of The Company or if the information furnished by you is not true, The Company reserves the right to terminate your services as per the procedure mentioned in **Clause 3(a)** herein above on the grounds of misrepresentation of facts.
- (a) In addition to The Company's right to carry the above verifications, you shall fill in and sign the Criminal Disclosure Declaration Form. In the event you have been accused, charged and/or convicted for any criminal offense, at any time whether prior or subsequent to your joining The Company, you shall make full disclosure of the same and furnish all necessary documents in support thereof. In the event you have been accused, charged and/or convicted for any criminal offense, your joining shall be subject to specific written confirmation from The Company. The Company at its sole discretion reserves the right to terminate your employment as mentioned in **Clause 3(a)** or take appropriate disciplinary action against you or revoke this Offer Letter. In the event of suppression of any facts, The Company shall be entitled to take such other action at any time as it may deem fit.
- (b) The Company reserves the right to carry out banned/ illegal drugs/narcotic substance screening tests on you at any point of time during your tenure. You understand and acknowledge that this is a requirement and you have no objections whatsoever if such checks, banned/ illegal drugs/narcotic substance screening tests and verifications are carried out by The Company or a third party agency engaged by The Company. Arising out of such verification or check or otherwise, if it is detected that the information furnished by you in your application is mis-stated or is unstated or document submitted by you are not correct or banned/ illegal drugs/narcotic substance screening tests, results are positive, The Company shall, at its sole discretion be entitled to forewith terminate your employment as per the procedure mentioned in **Clause 3(a)** herein above and/or revoke your appointment with The Company, without further reference in the matter.

1. Statement of Facts

- (a) It must be specifically understood that this offer is made based on your proficiency on Technical/Professional skills you have declared to possess as per the application, and on the ability to handle any assignment/job independently anywhere in India or overseas. In case, at a later date, any of your statements/particulars furnished are found to be false or misleading, or your performance is not up to the mark or falls short of the minimum standards set by The Company, The Company shall have the right to terminate your services forthwith without giving any notice, notwithstanding any other terms and conditions stipulated herein.

James

REGISTRAR



- (b) You confirm and represent that there exists no personal circumstances which are likely to affect your liability to discharge your obligations in the course of your employment. You further undertake to notify, your line manager and HR Manager immediately of any material change in personal circumstances that may have impact on the status of your employment including, but not limited to, criminal convictions and/or cases pending, health issues, right to work in the country where work is to be performed etc.

2. Company Policies

You are required to comply with all the policies as communicated to the associates of the Company from time to time. These policies are available on the Company's intranet. You are requested to visit the site at frequent intervals to get all updates / changes. By signing a copy of this letter, you are consenting that you will visit the intranet site and get familiar with the Company's policies. The Company reserves the right to interpret, change, suspend or terminate any of its benefits, policy plans or programs in accordance with its needs from time to time.

3. Personal Indebtedness

The Company shall not be responsible for personal indebtedness or other liabilities incurred by you, during/prior to your employment with the Company. You understand and accept that you shall have no authority to pledge the credit of the Company to any person or entity without the Company's prior written authorization.

1. Restraints

Access to Information

Information is available on the need to know basis for specified groups. The network file server is segregated to allow individual sectors for projects and units. Access to these are authorized through access privileges approved by unit Mentors or Project Mentors.

Authorization

Only those authorized by a specific power of attorney may sign legal documents, representing The Company.

Passwords

Access to our network, development environment and MS-Exchange is through individual's password. For security reasons it is essential to maintain confidentiality of the same.

Unauthorized Software

You shall not install, download, copy and duplicate any unauthorized or unlicensed software, programs, games, attachments on to your computer systems.

Security

Security is an important aspect of our communication and company infrastructure. If you have any concerns in the team or the project you work on, you have full freedom to contact your POC (Point Of Contact) at that point of time.

(a) Use of Company Resources

(i) You shall use The Company's resources only for official purposes as per the applicable Company policy.

(ii) The Company shall have the right to access the files, folders and data stored in the official ID provided to you by the Company and to keep track on individual users activity and logs stored in the official ID. Further the Company may also monitor the emails and email traffic in your official mail id provided by the Company as measure to ensure compliance with Company's policies and network security. You also authorize the Company representative to access all the data and information stored under your mail id during and after employment with the Company and this access is provided under the applicable data privacy laws. You also expressly waive any other rights as may be available under the applicable Data Privacy laws against the Company for providing such access.

1. Overseas Service Agreement

As The Company will be spending a substantial amount of time and money for your deputation /secondment abroad, you may be required to sign a deputation agreement with The Company and may also be required to execute a Surety Bond on such terms, as The Company may deem appropriate. (This agreement will consist, inter alia, of issues like (i) your commitment to complete the project (ii) your returning to India after completion of the project and serving The Company for a stipulated period).

2. Intellectual Property Rights

You agree to disclose any invention, development, process, plan, design, formula, specification, program or other matter of work whatsoever (collectively "the Inventions") created, developed or discovered by you, either alone or in concert, in the course of your employment and the same shall be the absolute property of The Company. Any Intellectual Property Rights and rights to inventions arising out of your activities hereunder, or if ownership rights cannot be transferred under applicable law, any exploitation rights relating thereto, shall be transferred to The Company in accordance with applicable law. You shall, as and when requested by The Company (at Company's cost and expense), assist The Company in perfecting the Intellectual Property Rights in any manner The Company deems fit. You shall execute/sign the Intellectual Property Rights Assignment document as and when required by REDINK.

3. Jurisdiction

Even though The Company may depute you overseas for on-site work or to any other location in India, the jurisdiction concerning any dispute arising out of your employment will be in the courts in **Chennai** only.

4. Retirement

This agreement automatically stands terminated on the day on which associates reach the age of retirement as per applicable company policy and for the purpose of determining this, the age recorded with The Company shall be considered as final and conclusive. Employment with The Company will stand terminated at the end of the Financial Year in which you attain the age of Superannuation. Termination of employment may also be initiated earlier by either party by serving prior written notice on the other, as per the notice period stipulated in this letter.

5. General

The above terms and conditions including those in Annexures are based on Company policies, procedures and other rules currently applicable in India as well as Overseas and are subject to amendments and adjustments from time to time. In all services matters, including those not specifically covered here such as Traveling, Leave, Working Hours, Retirement, Code of Conduct, etc. you will be governed by the rules of The Company as shall be in force from time to time.

6. You shall be Logged in during normal working hours as specified in the policies or during hours expressly designated for you in writing. Depending on organizational requirement or project contingencies your working hours / work days may be modified/ altered from time to time. The Company does not have a policy for payment of overtime.
7. You shall provide details regarding the utilization of your time by entering the same into the Company's electronic timesheet system on a daily basis. In case you are attached to any project where the client may have requirement of recording specific time-efforts, you shall comply with such requirement also, in addition to the Company's timesheet system.
8. This offer is purely based on the information / documents provided by you and by accepting the offer, you specifically authorize The Company or any external agency through the Company to verify your educational, employment antecedents, your conduct and any other background checks prior to your joining The Company or thereafter. You shall extend your co-operation (if asked for) during such verification without any protest or demur.

This is to certify that I have gone through and understood all the terms and conditions mentioned in Annexure - B and I hereby accept and agree to abide by them. I am also required to fill the EMPLOYMENT VERIFICATION FORM, complete in all respects and bring it along with all the other documents / testimonials as required (Annexure D) at the time of joining.

Name in full :

Signature :

Address :

James
REGISTRAR


Date :

Place :

Annexure- B - Employee Medical Declaration Form
Candidate's Medical History:

Candidate's Medical Details	Yes	No	Please provide the details
Do you have any defect or problem of vision?			
Can you readily distinguish between the pigmentary colors?			
Do you suffer from a degree of deafness which would prevent your hearing of normal conversation?			
Do you have any physical deformity / handicap?			
Have you ever been diagnosed to have any Psychiatric ailment including Depression, Anxiety Neurosis, Phobic Disorders, Schizophrenia, Manic Depressive Psychosis or any other Psychiatric illness?			
Have you ever been diagnosed with an alcohol or drug abuse problem? If yes, are you on treatment for the same?			
Have you ever been disqualified on medical grounds from any previous employment opportunity?			
Have you ever been suffering from any Medical condition that may require you to take Medical Leave over the next 12 months?			
Have you had any form of critical illness or operation in the last two years?			
Have you ever been diagnosed to have Cancer, Tumor, Cyst or any similar type of growth?			

1.	Heart Attack		Diabetes
2.	High Blood Pressure		Stroke
3.	Night Blindness		Valve Disorders
4.	Asthma		Slipped disc
Any other major disease/illness that you may be willing to disclose			

Have you ever suffered/are you suffering from any of the following? *(Please tick whichever applicable)*

Annexure -C - Checklist of Documents

At the time of joining, you are requested to produce the following documents in **original (If offline)** and **Scanned from (If Online Mode)**, along with 2 copies of each.

Redink Pvt. Ltd., 10th Floor, 100 Feet, Yakkam,
Ambattur, Chennai 600077

- (a) Certificates' supporting your educational qualifications along with marks sheets
- Xth Certificate & mark sheets
 - XIIth Certificate & mark sheets
 - Degree Certificate & Semester/year-wise mark sheets
 - Master's Certificate & Semester/year-wise mark sheets
 - Diploma/PG Diploma Certificate & Transcripts
 - Any other Certificate with supporting documents - if any
- (b) Your latest salary slip or salary certificate
- (c) Proof of Date of Birth
- (d) Marriage Certificate (wherever applicable)
- (e) Your relieving letter from your present organization
- (f) Service Certificate from the last employer as well as all previous employers.
- (g) Acceptance copy of REDINK
- (h) Form 16 or Taxable Income Statement duly certified by previous employer (Statement showing deductions & Taxable Income with break-up) where applicable.
- (i) Passport-sized color photographs (White background mandatory).
- (j) Valid Passport
Please submit copy of the valid Passport (inclusive of all blank pages). In case you have applied for it, please submit the proof of Passport Office submission ticket. Upon receipt of Passport from Passport Office, please submit the documents to HR.
- (k) PAN Card and Proof of PAN Number
You MUST carry and provide your PAN Card copy. Please note that it is mandatory to provide the PAN number for processing of your payroll and no payments on account of salaries can be made without a PAN Number. If applied for please submit a copy of the acknowledgement as issued by the Income Tax authorities.
- (l) Personal data form, enclosed to be filled-in completely and submitted at the time of joining.

Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of the documents/certificates given by you as a proof in support of the above, The Company reserves the right to revoke the offer.

Please produce all the certificates supporting your educational qualifications along with mark sheets in original for verification only.

Annexure-D - Confidentiality Agreement

I understand that during my employment with the Company, I will have access to information for its customers, suppliers, vendors and licensors, any or all of which are referred to in this agreement. I also understand that this information, whether technical or non-technical is commercially valuable. It is referred to in this agreement as “confidential information”.

A few examples of confidential information are given below. However these examples do not list all of the types of confidential information which I may develop or to which I may have access:

- 1) Information of a business nature such as marketing, underwriting, associate customer and claimant data, sales, and list of customers, including future developments and planning concerning them.
- 2) Computers /software programs and associated documentation and material which are propriety to the Company or which the Company is under an obligation to prevent this disclosure.
- 3) Information from the Company’s vendor and supplier which is confidential, propriety or copyrighted.
- 4) I hereby agree that :
 - The confidential information shall remain the sole and exclusive propriety of the Company and I shall regard it as confidential and secret information.
 - The confidential information is the property considered to be the trade secrets of the Company because it involves processes and compilation of information which are secret, confidential, and not generally known to the public and which are the products of expenditure of time, effort, money, and /or creative skills of the Company.
 - The use of confidential information is furnished to me during my employment on a confidential and secret basis for a sole and exclusive use and pursuing my employment duties at the Company.
 - I will not, during and after my employment at the Company, publish, disclosed, or otherwise divulge the confidential information to any person not specifically authorized by the Company to receive such information.
 - I will not copy and confidential information for any purpose except with the express consent of the the Company officials or the expressed written authorization of the third party owner.
 - Upon termination of my employment with the Company, or at any other time at the Company’s request, I agree to return promptly to the Company, all confidential information, including but not limited to all manuals, letters, notes, notebooks, reports, formulae, computer programs and associated documentation and material, memoranda, customer list and all other materials and all copies of them relating in any way to the Company which in any way were obtained by me during my employment at the Company which are in my possession or under my control. I further agree that I will not make or retain any copies of the above mentioned information and will so represent to the Company upon termination of my employment.

- This confidentiality agreement will continue to be in effect after the termination of my employment with the Company.
- IF any provision of this agreement is declared invalid or unenforceable with respect to a particular occurrence or circumstance or otherwise, that will not affect the validity, enforceability, or applicability of any other provision of this agreement.

Name :

Date :

Signature :

Annexure-E - Intellectual Property Assignment

Associate Name:

Associate ID:

Date:

In consideration of my employment with the Company and in view of the confidential nature of employment by reason of which I will obtain and have obtained special knowledge of the Company and business, its necessities and plans and the information of its customers, I hereby agree as follows:

(a) Intellectual Property Assignment

I hereby assign, to the Company or its successor, designees or assigns, any and all rights in any design, invention, discovery, or other intellectual property (including without limitation, right to apply for and obtain a patent) which I may create, develop or assist in creating or developing during my employment which design, inventions, discovery and other intellectual property relate to services provided/ to be provided or products or systems manufactured or developed or licensed or sold by the Company whenever made by me and for any work made and/or created or cause to be made and/or created in the course of my employment whether on the customer project or otherwise.

The Company shall be the first owner of the copyrights therein and for work made and/or created or cause to be made and/or created in the course of my employment. If by virtue of any law or any judgment, the Company is not the first owner, then I hereby assign, exclusively and irrevocably, the same, wholly and generally, forever through out the world, without any obligation of payment of royalty or any other sum of money or benefit(s), the whole of the copyright(s) in all such work(s) and further waive all my moral rights wholly in favour of the Company I also agree to sign on demand, whether during the employment or any time thereafter, any papers and do any acts which may be deemed necessary or desirable by the Company to secure to the Company, its successors, designees, or assign, any right relating to such design, invention, discovery, copyright or intellectual property and improvement including patents in India or any other foreign country.

(b) Restrictions after Termination

I further agree upon termination of my employment to surrender to the Company all software programs, data (whether in hard copy form or in electronic form), notebooks, designs, drawings, blueprints, writings, manuals, price books, any business or market information, business and technical brochures, service models and techniques and other documents and materials (including all copies) then in my possession or control, which relate in any way to the business, research, development, sales, sales promotions, marketing or customer's information or other activities of the Company. The obligations stated under this Agreement shall survive the termination or discontinuation of my employment with the Company.

WITNESSED

ACCEPTED

Annexure-F**Agreement - General Covenant Against Disclosure and Covenant Not to Compete / Non- Solicitation**

In consideration of my employment "REDINK", and in consideration of the wages or salary to be paid to me, and regardless of the duration of my employment, I enter into the following agreements:

1. I agree to perform competently, diligently, reliably, and to the best of my ability all duties required of me from time to time by the Company. I shall not directly or indirectly, either as an associate, employer, consultant, agent, principal, partner, stockholder, corporate officer, director or in any other individual or representative capacity, engage or participate in any business that is in competition in any manner whatsoever with the business of the Company during the term of my employment with the Company either within or outside of business hours.

2. I acknowledge and agree that I am bound by all of the terms and conditions of my Service Agreement in addition to the terms and conditions of this agreement.

3. **Actions Required on Termination:** Upon termination of my employment at the Company whether voluntary or involuntary (or at any other time upon the request of the Company), I shall return to the Company all of its property of which I have had custody, including all handbooks, manuals, notebooks, supplies, credit cards, keys, disks, tapes, records, statistics, data and Confidential Information (defined herein) for which I have acquired by virtue of my employment, regardless of form or media.

4. **Covenant Against Disclosure:** I understand that it may be desirable and necessary for the Company or any of its suppliers, licensors, licensees or customers to disclose to me information which may include, by way of illustration and not by way of limitation, technical information, designs, drawings, processes, systems, procedures, formulae, test data, improvements, price lists, financial data, code books, invoices, financial statements and other financial information, computer programs, disks, printouts, sketches, customer and prospect contacts, customer and prospect lists, names, addresses or any other compilation of information written or unwritten (both individually and collectively referred to herein as "Confidential Information") during the course of my employment.

Because I will have access to and become familiar with such Confidential Information, I hereby agree to accept and retain such Confidential Information in confidence and agree, at all times during or after the termination of my employment, not to, directly or indirectly, disclose, reveal, use, copyright or patent such Confidential Information, without the prior written consent of an authorized officer the Company I also agree to keep the contractual

relationships of the Company with its suppliers, licensors, licensees, customers, contractors, and subcontractors confidential, including the names, addresses, or special requirements of the Company's customers. This Section 4 is intended to apply to all materials, which I may compile, as well as to all materials furnished to me by anyone else in connection with my employment.

a. Because it may not be clear to Associate which information is Confidential Information, in order to minimize the possibility of inadvertent disclosure, Associate agrees to consult with the Company before making any disclosure of information covered by this Agreement.

b. Associate may disclose information if such disclosure is directly pursuant to a valid and existing order of a court, or a governmental body or agency, within India; provided, however, that prior to such disclosure, the Associate (i) notifies the Company in writing of the prospective order, or proceeding giving rise to such order, and (ii) The Company has had the opportunity to prevent or limit such disclosure.

c. In the event of a breach or threatened breach of this Section 4 by Associate, the Company shall be entitled, in addition to all other remedies otherwise available to the Company to and Associate hereby consents to the issuance thereof forthwith in any court of competent jurisdiction without proof of specific damages. Associate waives any requirement for a bond in connection with any temporary or pendente lite injunctive relief.

d. In the event that the Company shall enforce any part of this Agreement through legal proceedings and obtains any judgment or order in such proceedings, Associate agrees to pay to the Company any costs and attorneys' fees reasonably incurred by the Company in connection with obtaining such judgment or order.

If any court should hold any part of the covenants set forth herein to be unreasonable, or otherwise unenforceable, the parties expressly agree that the covenants set forth herein shall be enforced to the extent that would otherwise be deemed reasonable or enforceable. In the event of any breach by Associate, the Non- Compete Period shall be extended on a per diem basis for the period that Associate is in breach.

5. Ownership of Work Product: The Company shall be the sole owner of all of my work product. For this purpose, "work product" means all inventions, improvements, discoveries, documentation, programming and technology (including all associated intellectual property rights) that I may create (alone or with others, at work or elsewhere, during or after the normal workday) relating to the work I do, the business of the Company or any research or development conducted by the Company I agree to assign, disclose and deliver to the Company as the Company's property, all right and evidence I may have or acquire with respect to any and all work product, and I agree to take such further actions and sign such further instruments as the Company may request from time to time to protect and defend its ownership of any and all work product. I understand that disclosure of my suggestions and ideas is encouraged.

6. Partial Restriction on Post-Termination Competition: The Company expects to invest considerable time, effort and capital in enhancing the value and desirability of my skills. Both this investment and my compensation reflect the Company's expectation of receiving

a considerable return from the exclusive use of my services and know-how in the future, free from any danger that the Company's customers or competitors may attempt to cause me to leave the Company and wrongfully gain the benefit of the Company's investment. The partial restraint set forth in this Section 6 does not, and cannot, provide complete protection for the Company's investment, development efforts, product, strategy, proprietary and Confidential Information, but the Company believes that in combination with the other provisions of this Agreement, it is the most fair and reasonable measure to protect the Company's interest, giving due regard to both my interests and the interests of the Company.

#11, 11th Street, Ayappakkam,
Ambattur, Chennai 600077

7. Covenant Not To Compete. I hereby covenant and agree as a part of and ancillary to this Agreement that for the 12 months period following the termination of my employment with the Company (irrespective of the reason for or such termination),

(a) I will not solicit, or attempt to solicit, or cause any third party to solicit, directly or indirectly, any customer of the Company for the purpose of selling or licensing products or services that are then competitive with the products and services that are then available to that customer from the Company provided, however, that this restriction shall apply only to customers of the Company with whom I actually have material contact (meaning direct interaction, such as through sales calls, presentations or other business dealings) in the course of performing my employment duties for the Company within the 12 months period preceding the date my employment with the Company ends. It is understood that this restriction is necessary to avoid possible compromise of Confidential Information and business interest.

(b) I will not (1) seek or obtain employment of any kind by any means, directly or indirectly, as either associate, agent or consultant, with any customer of the Company for which I am providing services on behalf of the Company that are competitive with the products and services available to the client from the Company provided however, that this restriction shall apply only to employment to perform the same or substantially similar services that I am performing for the client as a the Company associate; or (2) induce or solicit any associate of the Company to seek or obtain such employment with a customer of the Company This restriction applies to my acceptance of any employment by a customer through general advertising or third party recruitment;

I accept and agree that the above covenants (a) and (b) are reasonable restrictions imposed with an objective to protect the Company's legitimate business interests and proprietary and confidential information. Given the compensation and benefits provided to me, I agree that the restriction as to time and scope contained herein are reasonable and necessary to protect the Company's business interests and proprietary information. I have sufficient skills to find alternative, commensurate employment that would not violate the terms of this undertaking. I acknowledge that adherence to this undertaking shall not deprive me of the ability to earn a living or support my dependents.

8. Compliance Not Contingent Upon Additional Consideration : I understand and

James
REGISTRAR


acknowledge that the wages, compensation,, benefits training and experience that the Company provides to me shall be full and sufficient consideration for the promises contained in this Agreement. I have not been promised, and shall not claim, any

16, 17th Floor, 1st Street, Ayappakkam,
Ambattur, Chennai 600077

9. additional or special payment or compliance with the covenants and agreements herein.

Damages and Remedies: I acknowledge and agree that if violate this Agreement, the Company may take legal action against me as follows: (1) The Company may take legal action in the court specified below in Paragraph 14 for the liquidated damages specified in Paragraph 6 above and (2) a violation of this Agreement is likely to cause severe and irreparable Cause injury to the business, good will, client relations and proprietary information of the Company, an injury that is not adequately compensable by money damages alone. Accordingly, in the event of a breach (or threatened or attempted breach) of this Agreement, the Company shall, in addition to any other rights and remedies, be entitled to immediate, appropriate injunctive relief, or a decree of specific performance of this Agreement, without the necessity of showing any irreparable injury or special damages, in any court of competent jurisdiction.

1. **Severability:** Each paragraph and provision of this Agreement is severable from the contract and if one provision is declared invalid, the remaining provisions shall nevertheless remain in full force and effect. Further, the invalid provision or part shall remain enforceable to the extent permitted by law.
2. **Entire Agreement:** This Agreement reflects the full and complete agreement between myself and REDINK on the subjects covered herein and supersedes and replaces all prior negotiations or agreements, whether written or oral. This Agreement shall only be modified, altered or replaced by a subsequent writing, signed by myself and an authorized officer of REDINK.
3. **Binding Effect:** This Agreement shall inure to the benefit of, and be binding upon, my heirs, executors, administrators and personal representatives as well as the subsidiaries and affiliates of the Company. (Together with their successors and assigns).
4. **Choice of Law:** This Agreement will be governed and controlled in all respects by the laws of India.
5. **Choice of Forum:** The parties submit to the jurisdiction and venue of India with respect to any action arising, directly or indirectly, out of this Agreement or the performance or breach of this Agreement. The parties stipulate that the venues referenced in this Agreement are convenient.

In the event of any violation of the terms of this clause, I agree that I shall be liable to the Company. for liquidated damages in the amount of the gross salary earned by me during the preceding one year from the date of such breach. I acknowledge and agree that said amount constitutes liquidated damages and not a penalty, and that the amount is a reasonable and fair estimate of the actual damages that REDINK. would incur upon such breach.

Following the expiration of the one year period described herein, I shall continue to be obligated under the Covenant Against Disclosure in Section 4 so long as such Confidential Information remains proprietary or protected as confidential or trade secret information.

Executed on **20th of March, 2021**

Signature of Candidate:

Annexure-G**ACKNOWLEDGMENT**

This acknowledgment shall be attached to and considered part of the employment agreement executed this date by and between **REDINK** "Company" and the **BHOOMIKA S** "Employee".

The Employee recognizes, understands and specifically agrees to the restrictive covenant contained in the foregoing agreement. The Employee further acknowledges that said restrictive covenant and the territorial limitations set forth therein are reasonable. I understand that my employment with the Company is absolutely conditioned upon execution of this Acknowledgment and agreement. I have fully read, understood and agree to be bound by the attached agreement and this Acknowledgment.

I, **BHOOMIKA S** hereby further acknowledge and confirm that I have read and understood the foregoing agreement. I understand that I have the right and the time to have this agreement reviewed by the Advocate of my choice but has declined to do so.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the Employee has set his or her hand on **23rd of March, 2021**, and hereby acknowledges, understands and agrees to the above.

Signature:

Name:

Witness/ Notary Public:

Job Description

An annual payment (CTC) starting from 2.5 Lakhs and the maximum pay will depend on the candidate's performance. Selected students will be placed in particular as per your specification, Interest & performance.

Roles & Responsibilities

I. Information Technology

Support the IT team in maintaining hardware, software, and other systems. Assist with troubleshooting issues and provide technical support. Organize and maintain IT resources lend IT support in areas such as cybersecurity, programming, analytics, and data center management.

II. Research and Development

Work in a team-oriented environment for all aspects of product development (design, implementation, test, and maintenance support) Contribute to group meetings and provide status updates on development tasks for progress reporting

Work with development engineers to test product features and functions
Work with development engineers to validate corrected problem reports
Work with senior engineers to review the problem report solution and implement the solution
Support development engineers in reviewing product documentation
Troubleshoot and analyze problem reports to help determine the root cause of the reported issue

III. Graphic Designing

Create visual concepts, using computer software or by hand, to communicate ideas that inspire, inform, and captivate consumers.

Develop the overall layout and production design for applications such as advertisements, brochures, magazines, and reports.

Create Posts for Digital Marketing.

IV. Content Writing

Researching industry-related topics (combining online sources, interviews, and studies)

Writing a clear marketing copy to promote our products/services

Preparing well-structured drafts using Content Management Systems

V. Digital Marketing

Work with a Digital Marketing Manager to refine social media strategy and best practices. Assist in managing social media channels (Facebook, Twitter, LinkedIn, Instagram, YouTube) and editorial calendar to ensure content is timely, relevant, and engaging. Prepare weekly updates and reports to track growth and success rates of campaigns. Maintain to date and inform on new social media trends and adapt accordingly. Ensure proper messaging is being executed online. Identify leaders and influencers (internal/external) and engage them in brand activities. Assist with website copywriting, proofing, and updating as needed.

VI. Sales

Research and generate lists of potential customers. Provide input on customer briefs, presentations, and sales literature. Help develop client relationships and retain existing accounts. Assist in evaluating new sponsorship opportunities. Learn and apply sales techniques. Maintain sales records. Project excellent interpersonal and communication skills.

VII. Customer Support

Acknowledging and resolving customer complaints.

Maintaining a positive, empathetic, and professional attitude toward customers at all times.

Ensure customer satisfaction and provide professional customer support.

VIII. Human Resources (Recruitment)

Fulfilling the tactical objectives of a business through hiring and retaining employees is one job of an HR recruiter.

Sourcing candidates online, updating job ads, and conducting background checks.

Date: March 22, 2021Dear **SOURAV SWAIN** ,It is our pleasure to welcome you to **REDINK**.

1. With reference to our discussions, we are pleased to offer you the appointment in our Organization as the **Junior Content Writer**, operating under our **Content Development Department**.

2. Your employment with us will be governed by terms and conditions as specified in **Annexure-B**.

You are required to join on **23rd March, 2021** and report to HR Team to complete the Onboarding formalities at REDINK. The Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing. At the time of joining, you are expected to be ready with the documents as per **Annexure - D** and submit the copies of the same to the HR Team. The first month will be a training period followed by that you will be considered as an Intern for the next 3 months and it will be an unpaid internship. By the end of every month you will be rated based on your performance and that will be used for calculating your performance based pay scale.

3. Please note that this Offer is subject to your being given a clear background check either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.

4. Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to **Abisha Auxlin and Thoshitha Sherline Mary** latest by **23rd March, 2021**. In case of further clarifications, please get in touch with **Abisha** (on abisha@redink.app) or **Thoshitha** (thoshi@redink.app)

With Best Wishes**ABISHA AUXLIN****Head - Resource Management Group****REDINK**

Encl: Annexure-A (Important / Indicative Terms & Conditions of Employment), **Annexure-B** (Medical Self declaration), **Annexure-C** (Check List of Documents), **Annexure-D** (Confidentiality Agreement), **Annexure-E** - Intellectual property Assignment, **Annexure-F** - General Covenant, **Annexure-G** -(Acknowledgement),

Accepted,

Date: 22-03-2021



Signature of Candidate:

ROLES AND RESPONSIBILITIES

- Research industry-related topics (combining online sources, interviews and studies)
- Write clear marketing copy to promote our products/services
- Prepare well-structured drafts using Content Management Systems
- Proofread and edit blog posts before producing it to the Editor
- Submit work to Editors for input and approval
- Coordinate with marketing and design teams to illustrate articles
- Conduct simple keyword research and use SEO guidelines to increase web traffic
- Promote content on social media
- Identify customers' needs and gaps in our content and recommend new topics
- Ensure all-around consistency (style, fonts, images and tone)
- Update website content as needed

Annexure - A**1. Employment Agreement****a) Code of Conduct**

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of the Company.

b) Secrecy

You are expected to maintain the utmost secrecy with regard to the affairs of The Company and shall keep confidential any information, whether written or oral, which relates to internal controls, computer or data processing programs, algorithms, electronic data processing applications, routines, subroutines, techniques or systems, or information concerning the business or financial affairs and methods of operation or proposed methods of operation, accounts, transactions, proposed transactions, security procedures, trade secrets, know-how, or inventions of the Company. or its Affiliate, or any client, agent, contractor or vendor. You shall not disclose the identities and other related information of any of its clients.

Breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated.

c) Conflict of Interest

Your position with The Company calls for whole time employment and you will devote yourself exclusively to the business of The Company. You will not take up any other work for remuneration (part-time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business, during your employment with The Company, without written permission from The Company. Contravention of this will lead to termination of your services from The Company without any notice, with or without any liability on the part of The Company for payment of any compensation in lieu of such notice as per the procedure mentioned in Section 3.

d) Non-Solicitation / Non-Compete

You acknowledge that you have signed Covenant against Disclosure and Covenant Not to Compete/Non-Solicitation ("Covenant"), which is incorporated into this Agreement by reference and is made a part of this Agreement and that it constitutes an integral part of the terms of your employment. In the Covenant, you have agreed that for a period of twelve months following termination of your employment for any reason whatsoever you also confirm and agree that these restrictions are reasonable and are legitimately required to protect the business interest of REDINK.

- (i) You will not solicit business and/or sell services/pro or build business relationship with customers, you were directly or indirectly involved with, during your tenure with the Company.
- (ii) You will not interfere with its business relations, including but not limited to soliciting or providing services to any of the Company's clients (except as directed by REDINK), directly or

indirectly.

(iii) You will not be employed by a client of the Company for which you performed services while employed by the Company.

(iv) You will not solicit or induce the Company associates to join a client or to compete with the Company. You undertake not to solicit or induce or endeavor to solicit or induce any consultant, supplier or service provider to cease to deal with the Company and shall not interfere in any way with any relationship between a consultant, a supplier or a service provider and the Company.

a) Exclusivity of Services, Publications, Gifts/Anti-bribery

You shall devote all work efforts exclusively to The Company and the furtherance of its interests. Any engagement in additional activities for remuneration or any direct or indirect participation in other enterprises of any kind requires the prior written consent of The Company. The Company's consent shall not be required for ordinary acquisitions of shares or other participation for investment purposes. Membership in the board of directors or supervisory board of other enterprises shall be subject to The Company's prior written consent. Any publications and lectures by you on topics relating to The Company's business or interests shall be subject to The Company's prior written consent.

You agree, to not accept or demand loans, rewards or other benefits, or promises thereof, from The Company's clients or other persons with whom the Associate has official or business contacts in the context of the Associate's activities for The Company, without The Company's prior written consent.

You are hereby covenant and undertake that you will:

- not engage in any actions that are, or could be seen to be, bribery of foreign public officials as described in the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the Foreign Corrupt Practices Act of the United States of America (the "FCPA"), the Anti-Terrorism, Crime and Security Act 2001 and Bribery Act, 2010 of the United Kingdom of Great Britain and Northern Ireland; and
- comply with all United Kingdom, United States, German and other Applicable Law prohibiting bribery and in doing so will provide nothing of value to any government official.
- not directly or indirectly offer or have offered or give or given or agree or agreed to give or given to any person any gift, success fee, rebate or consideration of any kind whatsoever including speed or facilitation money or indulge in any activity as an inducement or reward for influencing or carrying out any act and specifically in relation to any business opportunity or a customer including for the purposes of collection or for showing any favour or disfavour to any person or persons in relation to such performance.

b) Confidentiality / Non-Disclosure

- a) You must return to The Company, upon request, and in any event, upon termination of your employment, all documents and tangible items which belong to The Company or which refer to any confidential information and which are in your possession or under your control.
- b) You must, if requested by The Company, delete all confidential information from any reusable material and destroy all other documents and tangible items which contain or refer to any confidential information and which are in your possession or under your control.

- c) All software, systems, ideas, concepts, designs, documentation or any other material produced by you, during the period of your assignment to the Company will either be Intellectual Property of the Company or that of its customers. You will not have any rights to such material as described above.

You shall execute / sign the Confidentiality Agreement as and when required by the Company or the Client.

Accepted

Date: 22-03-2021
Signature of Candidate:



1. Assignments/Transfer/Deputation

Though you have been engaged for a specific position, The Company reserves the right to send you on training/deputation/secondment/transfer/assignments to sister companies, associate companies, clients' locations or third parties whether in India or abroad. In such case, the terms and conditions of service applicable to the new assignment will govern you.

You shall, only at the request of The Company, enter into a direct agreement or undertaking with any customer to whom you may be assigned/seconded/deputed accepting restrictions as such customer may reasonably require for the protection of its legitimate interests.

2. Termination of Employment

- (a) Either party can terminate this employment by serving a notice of 60 days on the other. The Company may at its absolute discretion make a payment representing salary (basic) in lieu of notice of termination. However, for cause like misconduct, gross negligence, willful insubordination or disobedience, misbehavior or non-performance, REDINK may terminate your services with immediate notice. The Company shall have the right to place you under suspension on subsistence allowance and benefits as applicable pending any investigation into potential dishonesty, gross misconduct, misappropriation, gross negligence, fraud or other circumstances, which expressly provides for termination of your employment which if proved, would entitle The Company to dismiss your services summarily.
- (b) In the event of your serving on The Company a notice of termination of employment by submitting a resignation letter, your release will be governed by the relevant policies in force at that point in time, subject to satisfactory handing over of your duties, responsibilities, Company documents, Company assets, knowledge transfer etc. to the relevant parties.
- (c) In case of Associates who are governed by any other service agreement(s) for serving a minimum stipulated period, the associate will need to fulfill the mandatory requirements of **Clause 3(a)** along with applicable exit policy clauses under stipulated service period agreed to and provided therein.
- (d) Unauthorized absence or absence without permission from duty for a continuous period of 7

working days would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination.

19, Pillayar Street, Thoppakkam,
Ambattur, Chennai 600077

- (e) You will be governed by The Company's laid down Code of Conduct and if there is any breach of the same or non- performance of contractual obligation or the terms and conditions laid down in this agreement, your service could be terminated as per the procedure mentioned in **Clause 3(a)** herein above. The Company further reserves the right to invoke other legal remedies as it seems fit to protect its legitimate interests.
- (f) Reference check will be made from your previous employers and other references as may be deemed appropriate. In case there is any adverse report against you which may be detrimental to the interests of The Company or if the information furnished by you is not true, The Company reserves the right to terminate your services as per the procedure mentioned in **Clause 3(a)** herein above on the grounds of misrepresentation of facts.
- (a) In addition to The Company's right to carry the above verifications, you shall fill in and sign the Criminal Disclosure Declaration Form. In the event you have been accused, charged and/or convicted for any criminal offense, at any time whether prior or subsequent to your joining The Company, you shall make full disclosure of the same and furnish all necessary documents in support thereof. In the event you have been accused, charged and/or convicted for any criminal offense, your joining shall be subject to specific written confirmation from The Company. The Company at its sole discretion reserves the right to terminate your employment as mentioned in **Clause 3(a)** or take appropriate disciplinary action against you or revoke this Offer Letter. In the event of suppression of any facts, The Company shall be entitled to take such other action at any time as it may deem fit.
- (b) The Company reserves the right to carry out banned/ illegal drugs/narcotic substance screening tests on you at any point of time during your tenure. You understand and acknowledge that this is a requirement and you have no objections whatsoever if such checks, banned/ illegal drugs/narcotic substance screening tests and verifications are carried out by The Company or a third party agency engaged by The Company. Arising out of such verification or check or otherwise, if it is detected that the information furnished by you in your application is mis-stated or is unstated or document submitted by you are not correct or banned/ illegal drugs/narcotic substance screening tests, results are positive, The Company shall, at its sole discretion be entitled to forewith terminate your employment as per the procedure mentioned in **Clause 3(a)** herein above and/or revoke your appointment with The Company, without further reference in the matter.

1. Statement of Facts

- (a) It must be specifically understood that this offer is made based on your proficiency on Technical/Professional skills you have declared to possess as per the application, and on the ability to handle any assignment/job independently anywhere in India or overseas. In case, at a later date, any of your statements/particulars furnished are found to be false or misleading, or your performance is not up to the mark or falls short of the minimum standards set by The Company, The Company shall have the right to terminate your services forthwith without giving any notice, notwithstanding any other terms and conditions stipulated herein.

James

REGISTRAR



- (b) You confirm and represent that there exists no personal circumstances which are likely to affect your liability to discharge your obligations in the course of your employment. You further undertake to notify, your line manager and HR Manager immediately of any material change in personal circumstances that may have impact on the status of your employment including, but not limited to, criminal convictions and/or cases pending, health issues, right to work in the country where work is to be performed etc.

2. Company Policies

You are required to comply with all the policies as communicated to the associates of the Company from time to time. These policies are available on the Company's intranet. You are requested to visit the site at frequent intervals to get all updates / changes. By signing a copy of this letter, you are consenting that you will visit the intranet site and get familiar with the Company's policies. The Company reserves the right to interpret, change, suspend or terminate any of its benefits, policy plans or programs in accordance with its needs from time to time.

3. Personal Indebtedness

The Company shall not be responsible for personal indebtedness or other liabilities incurred by you, during/prior to your employment with the Company. You understand and accept that you shall have no authority to pledge the credit of the Company to any person or entity without the Company's prior written authorization.

1. Restraints

Access to Information

Information is available on the need to know basis for specified groups. The network file server is segregated to allow individual sectors for projects and units. Access to these are authorized through access privileges approved by unit Mentors or Project Mentors.

Authorization

Only those authorized by a specific power of attorney may sign legal documents, representing The Company.

Passwords

Access to our network, development environment and MS-Exchange is through individual's password. For security reasons it is essential to maintain confidentiality of the same.

Unauthorized Software

You shall not install, download, copy and duplicate any unauthorized or unlicensed software, programs, games, attachments on to your computer systems.

Security

Security is an important aspect of our communication and company infrastructure. If you have any concerns in the team or the project you work on, you have full freedom to contact your POC (Point Of Contact) at that point of time.

(a) Use of Company Resources

(i) You shall use The Company's resources only for official purposes as per the applicable Company policy.

(ii) The Company shall have the right to access the files, folders and data stored in the official ID provided to you by the Company and to keep track on individual users activity and logs stored in the official ID. Further the Company may also monitor the emails and email traffic in your official mail id provided by the Company as measure to ensure compliance with Company's policies and network security. You also authorize the Company representative to access all the data and information stored under your mail id during and after employment with the Company and this access is provided under the applicable data privacy laws. You also expressly waive any other rights as may be available under the applicable Data Privacy laws against the Company for providing such access.

1. Overseas Service Agreement

As The Company will be spending a substantial amount of time and money for your deputation /secondment abroad, you may be required to sign a deputation agreement with The Company and may also be required to execute a Surety Bond on such terms, as The Company may deem appropriate. (This agreement will consist, inter alia, of issues like (i) your commitment to complete the project (ii) your returning to India after completion of the project and serving The Company for a stipulated period).

2. Intellectual Property Rights

You agree to disclose any invention, development, process, plan, design, formula, specification, program or other matter of work whatsoever (collectively "the Inventions") created, developed or discovered by you, either alone or in concert, in the course of your employment and the same shall be the absolute property of The Company. Any Intellectual Property Rights and rights to inventions arising out of your activities hereunder, or if ownership rights cannot be transferred under applicable law, any exploitation rights relating thereto, shall be transferred to The Company in accordance with applicable law. You shall, as and when requested by The Company (at Company's cost and expense), assist The Company in perfecting the Intellectual Property Rights in any manner The Company deems fit. You shall execute/sign the Intellectual Property Rights Assignment document as and when required by REDINK.

3. Jurisdiction

Even though The Company may depute you overseas for on-site work or to any other location in India, the jurisdiction concerning any dispute arising out of your employment will be in the courts in **Chennai** only.

4. Retirement

This agreement automatically stands terminated on the day on which associates reach the age of retirement as per applicable company policy and for the purpose of determining this, the age recorded with The Company shall be considered as final and conclusive. Employment with The Company will stand terminated at the end of the Financial Year in which you attain the age of Superannuation. Termination of employment may also be initiated earlier by either party by serving prior written notice on the other, as per the notice period stipulated in this letter.

5. General

The above terms and conditions including those in Annexures are based on Company policies, procedures and other rules currently applicable in India as well as Overseas and are subject to amendments and adjustments from time to time. In all services matters, including those not specifically covered here such as Traveling, Leave, Working Hours, Retirement, Code of Conduct, etc. you will be governed by the rules of The Company as shall be in force from time to time.

6. You shall be Logged in during normal working hours as specified in the policies or during hours expressly designated for you in writing. Depending on organizational requirement or project contingencies your working hours / work days may be modified/ altered from time to time. The Company does not have a policy for payment of overtime.
7. You shall provide details regarding the utilization of your time by entering the same into the Company's electronic timesheet system on a daily basis. In case you are attached to any project where the client may have requirement of recording specific time-efforts, you shall comply with such requirement also, in addition to the Company's timesheet system.
8. This offer is purely based on the information / documents provided by you and by accepting the offer, you specifically authorize The Company or any external agency through the Company to verify your educational, employment antecedents, your conduct and any other background checks prior to your joining The Company or thereafter. You shall extend your co-operation (if asked for) during such verification without any protest or demur.

This is to certify that I have gone through and understood all the terms and conditions mentioned in Annexure - B and I hereby accept and agree to abide by them. I am also required to fill the EMPLOYMENT VERIFICATION FORM, complete in all respects and bring it along with all the other documents / testimonials as required (Annexure D) at the time of joining.

Name in full :

Signature :

Address :

James
REGISTRAR


Date :

Place :

Annexure- B - Employee Medical Declaration Form
Candidate's Medical History:

Candidate's Medical Details	Yes	No	Please provide the details
Do you have any defect or problem of vision?			
Can you readily distinguish between the pigmentary colors?			
Do you suffer from a degree of deafness which would prevent your hearing of normal conversation?			
Do you have any physical deformity / handicap?			
Have you ever been diagnosed to have any Psychiatric ailment including Depression, Anxiety Neurosis, Phobic Disorders, Schizophrenia, Manic Depressive Psychosis or any other Psychiatric illness?			
Have you ever been diagnosed with an alcohol or drug abuse problem? If yes, are you on treatment for the same?			
Have you ever been disqualified on medical grounds from any previous employment opportunity?			
Have you ever been suffering from any Medical condition that may require you to take Medical Leave over the next 12 months?			
Have you had any form of critical illness or operation in the last two years?			
Have you ever been diagnosed to have Cancer, Tumor, Cyst or any similar type of growth?			

1.	Heart Attack		Diabetes
2.	High Blood Pressure		Stroke
3.	Night Blindness		Valve Disorders
4.	Asthma		Slipped disc
Any other major disease/illness that you may be willing to disclose			

Have you ever suffered/are you suffering from any of the following? *(Please tick whichever applicable)*

Annexure -C - Checklist of Documents

At the time of joining, you are requested to produce the following documents in **original (If offline) and Scanned from (If Online Mode)**, along with 2 copies of each.

Redink Pvt Ltd, Yakkam,
Ambattur, Chennai 600077

- (a) Certificates' supporting your educational qualifications along with marks sheets
- Xth Certificate & mark sheets
 - XIIth Certificate & mark sheets
 - Degree Certificate & Semester/year-wise mark sheets
 - Master's Certificate & Semester/year-wise mark sheets
 - Diploma/PG Diploma Certificate & Transcripts
 - Any other Certificate with supporting documents - if any
- (b) Your latest salary slip or salary certificate
- (c) Proof of Date of Birth
- (d) Marriage Certificate (wherever applicable)
- (e) Your relieving letter from your present organization
- (f) Service Certificate from the last employer as well as all previous employers.
- (g) Acceptance copy of REDINK
- (h) Form 16 or Taxable Income Statement duly certified by previous employer (Statement showing deductions & Taxable Income with break-up) where applicable.
- (i) Passport-sized color photographs (White background mandatory).
- (j) Valid Passport
Please submit copy of the valid Passport (inclusive of all blank pages). In case you have applied for it, please submit the proof of Passport Office submission ticket. Upon receipt of Passport from Passport Office, please submit the documents to HR.
- (k) PAN Card and Proof of PAN Number
You MUST carry and provide your PAN Card copy. Please note that it is mandatory to provide the PAN number for processing of your payroll and no payments on account of salaries can be made without a PAN Number. If applied for please submit a copy of the acknowledgement as issued by the Income Tax authorities.
- (l) Personal data form, enclosed to be filled-in completely and submitted at the time of joining.

Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of the documents/certificates given by you as a proof in support of the above, The Company reserves the right to revoke the offer.

Please produce all the certificates supporting your educational qualifications along with mark sheets in original for verification only.

Annexure-D - Confidentiality Agreement

I understand that during my employment with the Company, I will have access to information for its customers, suppliers, vendors and licensors, any or all of which are referred to in this agreement. I also understand that this information, whether technical or non-technical is commercially valuable. It is referred to in this agreement as “confidential information”.

A few examples of confidential information are given below. However these examples do not list all of the types of confidential information which I may develop or to which I may have access:

- 1) Information of a business nature such as marketing, underwriting, associate customer and claimant data, sales, and list of customers, including future developments and planning concerning them.
- 2) Computers /software programs and associated documentation and material which are propriety to the Company or which the Company is under an obligation to prevent this disclosure.
- 3) Information from the Company’s vendor and supplier which is confidential, propriety or copyrighted.
- 4) I hereby agree that :
 - The confidential information shall remain the sole and exclusive propriety of the Company and I shall regard it as confidential and secret information.
 - The confidential information is the property considered to be the trade secrets of the Company because it involves processes and compilation of information which are secret, confidential, and not generally known to the public and which are the products of expenditure of time, effort, money, and /or creative skills of the Company.
 - The use of confidential information is furnished to me during my employment on a confidential and secret basis for a sole and exclusive use and pursuing my employment duties at the Company.
 - I will not, during and after my employment at the Company, publish, disclosed, or otherwise divulge the confidential information to any person not specifically authorized by the Company to receive such information.
 - I will not copy and confidential information for any purpose except with the express consent of the the Company officials or the expressed written authorization of the third party owner.
 - Upon termination of my employment with the Company, or at any other time at the Company’s request, I agree to return promptly to the Company, all confidential information, including but not limited to all manuals, letters, notes, notebooks, reports, formulae, computer programs and associated documentation and material, memoranda, customer list and all other materials and all copies of them relating in any way to the Company which in any way were obtained by me during my employment at the Company which are in my possession or under my control. I further agree that I will not make or retain any copies of the above mentioned information and will so represent to the Company upon termination of my employment.

- This confidentiality agreement will continue to be in effect after the termination of my employment with the Company.
- IF any provision of this agreement is declared invalid or unenforceable with respect to a particular occurrence or circumstance or otherwise, that will not affect the validity, enforceability, or applicability of any other provision of this agreement.

Name :

Date :

Signature :

Annexure-E - Intellectual Property Assignment

Associate Name:

Associate ID:

Date:

In consideration of my employment with the Company and in view of the confidential nature of employment by reason of which I will obtain and have obtained special knowledge of the Company and business, its necessities and plans and the information of its customers, I hereby agree as follows:

(a) Intellectual Property Assignment

I hereby assign, to the Company or its successor, designees or assigns, any and all rights in any design, invention, discovery, or other intellectual property (including without limitation, right to apply for and obtain a patent) which I may create, develop or assist in creating or developing during my employment which design, inventions, discovery and other intellectual property relate to services provided/ to be provided or products or systems manufactured or developed or licensed or sold by the Company whenever made by me and for any work made and/or created or cause to be made and/or created in the course of my employment whether on the customer project or otherwise.

The Company shall be the first owner of the copyrights therein and for work made and/or created or cause to be made and/or created in the course of my employment. If by virtue of any law or any judgment, the Company is not the first owner, then I hereby assign, exclusively and irrevocably, the same, wholly and generally, forever through out the world, without any obligation of payment of royalty or any other sum of money or benefit(s), the whole of the copyright(s) in all such work(s) and further waive all my moral rights wholly in favour of the Company I also agree to sign on demand, whether during the employment or any time thereafter, any papers and do any acts which may be deemed necessary or desirable by the Company to secure to the Company, its successors, designees, or assign, any right relating to such design, invention, discovery, copyright or intellectual property and improvement including patents in India or any other foreign country.

(b) Restrictions after Termination

I further agree upon termination of my employment to surrender to the Company all software programs, data (whether in hard copy form or in electronic form), notebooks, designs, drawings, blueprints, writings, manuals, price books, any business or market information, business and technical brochures, service models and techniques and other documents and materials (including all copies) then in my possession or control, which relate in any way to the business, research, development, sales, sales promotions, marketing or customer's information or other activities of the Company. The obligations stated under this Agreement shall survive the termination or discontinuation of my employment with the Company.

WITNESSED

ACCEPTED

Annexure-F**Agreement - General Covenant Against Disclosure and Covenant Not to Compete / Non- Solicitation**

In consideration of my employment "REDINK", and in consideration of the wages or salary to be paid to me, and regardless of the duration of my employment, I enter into the following agreements:

1. I agree to perform competently, diligently, reliably, and to the best of my ability all duties required of me from time to time by the Company. I shall not directly or indirectly, either as an associate, employer, consultant, agent, principal, partner, stockholder, corporate officer, director or in any other individual or representative capacity, engage or participate in any business that is in competition in any manner whatsoever with the business of the Company during the term of my employment with the Company either within or outside of business hours.

2. I acknowledge and agree that I am bound by all of the terms and conditions of my Service Agreement in addition to the terms and conditions of this agreement.

3. **Actions Required on Termination:** Upon termination of my employment at the Company whether voluntary or involuntary (or at any other time upon the request of the Company), I shall return to the Company all of its property of which I have had custody, including all handbooks, manuals, notebooks, supplies, credit cards, keys, disks, tapes, records, statistics, data and Confidential Information (defined herein) for which I have acquired by virtue of my employment, regardless of form or media.

4. **Covenant Against Disclosure:** I understand that it may be desirable and necessary for the Company or any of its suppliers, licensors, licensees or customers to disclose to me information which may include, by way of illustration and not by way of limitation, technical information, designs, drawings, processes, systems, procedures, formulae, test data, improvements, price lists, financial data, code books, invoices, financial statements and other financial information, computer programs, disks, printouts, sketches, customer and prospect contacts, customer and prospect lists, names, addresses or any other compilation of information written or unwritten (both individually and collectively referred to herein as "Confidential Information") during the course of my employment.

Because I will have access to and become familiar with such Confidential Information, I hereby agree to accept and retain such Confidential Information in confidence and agree, at all times during or after the termination of my employment, not to, directly or indirectly, disclose, reveal, use, copyright or patent such Confidential Information, without the prior written consent of an authorized officer the Company I also agree to keep the contractual

relationships of the Company with its suppliers, licensors, licensees, customers, contractors, and subcontractors confidential, including the names, addresses, or special requirements of the Company's customers. This Section 4 is intended to apply to all materials, which I may compile, as well as to all materials furnished to me by anyone else in connection with my employment.

a. Because it may not be clear to Associate which information is Confidential Information, in order to minimize the possibility of inadvertent disclosure, Associate agrees to consult with the Company before making any disclosure of information covered by this Agreement.

b. Associate may disclose information if such disclosure is directly pursuant to a valid and existing order of a court, or a governmental body or agency, within India; provided, however, that prior to such disclosure, the Associate (i) notifies the Company in writing of the prospective order, or proceeding giving rise to such order, and (ii) The Company has had the opportunity to prevent or limit such disclosure.

c. In the event of a breach or threatened breach of this Section 4 by Associate, the Company shall be entitled, in addition to all other remedies otherwise available to the Company to and Associate hereby consents to the issuance thereof forthwith in any court of competent jurisdiction without proof of specific damages. Associate waives any requirement for a bond in connection with any temporary or pendente lite injunctive relief.

d. In the event that the Company shall enforce any part of this Agreement through legal proceedings and obtains any judgment or order in such proceedings, Associate agrees to pay to the Company any costs and attorneys' fees reasonably incurred by the Company in connection with obtaining such judgment or order.

If any court should hold any part of the covenants set forth herein to be unreasonable, or otherwise unenforceable, the parties expressly agree that the covenants set forth herein shall be enforced to the extent that would otherwise be deemed reasonable or enforceable. In the event of any breach by Associate, the Non- Compete Period shall be extended on a per diem basis for the period that Associate is in breach.

5. Ownership of Work Product: The Company shall be the sole owner of all of my work product. For this purpose, "work product" means all inventions, improvements, discoveries, documentation, programming and technology (including all associated intellectual property rights) that I may create (alone or with others, at work or elsewhere, during or after the normal workday) relating to the work I do, the business of the Company or any research or development conducted by the Company I agree to assign, disclose and deliver to the Company as the Company's property, all right and evidence I may have or acquire with respect to any and all work product, and I agree to take such further actions and sign such further instruments as the Company may request from time to time to protect and defend its ownership of any and all work product. I understand that disclosure of my suggestions and ideas is encouraged.

6. Partial Restriction on Post-Termination Competition: The Company expects to invest considerable time, effort and capital in enhancing the value and desirability of my skills. Both this investment and my compensation reflect the Company's expectation of receiving

a considerable return from the exclusive use of my services and know-how in the future, free from any danger that the Company's customers or competitors may attempt to cause me to leave the Company and wrongfully gain the benefit of the Company's investment. The partial restraint set forth in this Section 6 does not, and cannot, provide complete protection for the Company's investment, development efforts, product, strategy, proprietary and Confidential Information, but the Company believes that in combination with the other provisions of this Agreement, it is the most fair and reasonable measure to protect the Company's interest, giving due regard to both my interests and the interests of the Company.

7. Covenant Not To Compete. I hereby covenant and agree as a part of and ancillary to this Agreement that for the 12 months period following the termination of my employment with the Company (irrespective of the reason for or such termination),

(a) I will not solicit, or attempt to solicit, or cause any third party to solicit, directly or indirectly, any customer of the Company for the purpose of selling or licensing products or services that are then competitive with the products and services that are then available to that customer from the Company provided, however, that this restriction shall apply only to customers of the Company with whom I actually have material contact (meaning direct interaction, such as through sales calls, presentations or other business dealings) in the course of performing my employment duties for the Company within the 12 months period preceding the date my employment with the Company ends. It is understood that this restriction is necessary to avoid possible compromise of Confidential Information and business interest.

(b) I will not (1) seek or obtain employment of any kind by any means, directly or indirectly, as either associate, agent or consultant, with any customer of the Company for which I am providing services on behalf of the Company that are competitive with the products and services available to the client from the Company provided however, that this restriction shall apply only to employment to perform the same or substantially similar services that I am performing for the client as a the Company associate; or (2) induce or solicit any associate of the Company to seek or obtain such employment with a customer of the Company This restriction applies to my acceptance of any employment by a customer through general advertising or third party recruitment;

I accept and agree that the above covenants (a) and (b) are reasonable restrictions imposed with an objective to protect the Company's legitimate business interests and proprietary and confidential information. Given the compensation and benefits provided to me, I agree that the restriction as to time and scope contained herein are reasonable and necessary to protect the Company's business interests and proprietary information. I have sufficient skills to find alternative, commensurate employment that would not violate the terms of this undertaking. I acknowledge that adherence to this undertaking shall not deprive me of the ability to earn a living or support my dependents.

8. Compliance Not Contingent Upon Additional Consideration : I understand and

acknowledge that the wages, compensation,, benefits training and experience that the Company provides to me shall be full and sufficient consideration for the promises contained in this Agreement. I have not been promised, and shall not claim, any

16, Pillai Kovil Street, Ayappakkam,
Ambattur, Chennai 600077

9. additional or special payment or compliance with the covenants and agreements herein.

Damages and Remedies: I acknowledge and agree that if violate this Agreement, the Company may take legal action against me as follows: (1) The Company may take legal action in the court specified below in Paragraph 14 for the liquidated damages specified in Paragraph 6 above and (2) a violation of this Agreement is likely to cause severe and irreparable Cause injury to the business, good will, client relations and proprietary information of the Company, an injury that is not adequately compensable by money damages alone. Accordingly, in the event of a breach (or threatened or attempted breach) of this Agreement, the Company shall, in addition to any other rights and remedies, be entitled to immediate, appropriate injunctive relief, or a decree of specific performance of this Agreement, without the necessity of showing any irreparable injury or special damages, in any court of competent jurisdiction.

1. **Severability:** Each paragraph and provision of this Agreement is severable from the contract and if one provision is declared invalid, the remaining provisions shall nevertheless remain in full force and effect. Further, the invalid provision or part shall remain enforceable to the extent permitted by law.
2. **Entire Agreement:** This Agreement reflects the full and complete agreement between myself and REDINK on the subjects covered herein and supersedes and replaces all prior negotiations or agreements, whether written or oral. This Agreement shall only be modified, altered or replaced by a subsequent writing, signed by myself and an authorized officer of REDINK.
3. **Binding Effect:** This Agreement shall inure to the benefit of, and be binding upon, my heirs, executors, administrators and personal representatives as well as the subsidiaries and affiliates of the Company. (Together with their successors and assigns).
4. **Choice of Law:** This Agreement will be governed and controlled in all respects by the laws of India.
5. **Choice of Forum:** The parties submit to the jurisdiction and venue of India with respect to any action arising, directly or indirectly, out of this Agreement or the performance or breach of this Agreement. The parties stipulate that the venues referenced in this Agreement are convenient.

In the event of any violation of the terms of this clause, I agree that I shall be liable to the Company. for liquidated damages in the amount of the gross salary earned by me during the preceding one year from the date of such breach. I acknowledge and agree that said amount constitutes liquidated damages and not a penalty, and that the amount is a reasonable and fair estimate of the actual damages that REDINK. would incur upon such breach.

Following the expiration of the one year period described herein, I shall continue to be obligated under the Covenant Against Disclosure in Section 4 so long as such Confidential Information remains proprietary or protected as confidential or trade secret information.

Executed on **20th of March, 2021**

Signature of Candidate:

Annexure-G**ACKNOWLEDGMENT**

This acknowledgment shall be attached to and considered part of the employment agreement executed this date by and between **REDINK** "Company" and the **SOURAV SWAIN** "Employee".

The Employee recognizes, understands and specifically agrees to the restrictive covenant contained in the foregoing agreement. The Employee further acknowledges that said restrictive covenant and the territorial limitations set forth therein are reasonable. I understand that my employment with the Company is absolutely conditioned upon execution of this Acknowledgment and agreement. I have fully read, understood and agree to be bound by the attached agreement and this Acknowledgment.

I, **SOURAV SWAIN** hereby further acknowledge and confirm that I have read and understood the foregoing agreement. I understand that I have the right and the time to have this agreement reviewed by the Advocate of my choice but has declined to do so.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the Employee has set his or her hand on **23rd of March, 2021**, and hereby acknowledges, understands and agrees to the above.

Signature:

Name:

Witness/ Notary Public:

Job Description

An annual payment (CTC) starting from 2.5 Lakhs and the maximum pay will depend on the candidate's performance. Selected students will be placed in particular as per your specification, Interest & performance.

Roles & Responsibilities

I. Information Technology

Support the IT team in maintaining hardware, software, and other systems. Assist with troubleshooting issues and provide technical support. Organize and maintain IT resources lend IT support in areas such as cybersecurity, programming, analytics, and data center management.

II. Research and Development

Work in a team-oriented environment for all aspects of product development (design, implementation, test, and maintenance support) Contribute to group meetings and provide status updates on development tasks for progress reporting

Work with development engineers to test product features and functions
Work with development engineers to validate corrected problem reports
Work with senior engineers to review the problem report solution and implement the solution
Support development engineers in reviewing product documentation
Troubleshoot and analyze problem reports to help determine the root cause of the reported issue

III. Graphic Designing

Create visual concepts, using computer software or by hand, to communicate ideas that inspire, inform, and captivate consumers.

Develop the overall layout and production design for applications such as advertisements, brochures, magazines, and reports.

Create Posts for Digital Marketing.

IV. Content Writing

Researching industry-related topics (combining online sources, interviews, and studies)

Writing a clear marketing copy to promote our products/services

Preparing well-structured drafts using Content Management Systems

V. Digital Marketing

Work with a Digital Marketing Manager to refine social media strategy and best practices. Assist in managing social media channels (Facebook, Twitter, LinkedIn, Instagram, YouTube) and editorial calendar to ensure content is timely, relevant, and engaging. Prepare weekly updates and reports to track growth and success rates of campaigns. Maintain to date and inform on new social media trends and adapt accordingly. Ensure proper messaging is being executed online. Identify leaders and influencers (internal/external) and engage them in brand activities. Assist with website copywriting, proofing, and updating as needed.

VI. Sales

Research and generate lists of potential customers. Provide input on customer briefs, presentations, and sales literature. Help develop client relationships and retain existing accounts. Assist in evaluating new sponsorship opportunities. Learn and apply sales techniques. Maintain sales records. Project excellent interpersonal and communication skills.

VII. Customer Support

Acknowledging and resolving customer complaints.

Maintaining a positive, empathetic, and professional attitude toward customers at all times.

Ensure customer satisfaction and provide professional customer support.

VIII. Human Resources (Recruitment)

Fulfilling the tactical objectives of a business through hiring and retaining employees is one job of an HR recruiter.

Sourcing candidates online, updating job ads, and conducting background checks.



08-Jun-2021

Dear Varshini Y,
B.Tech/B.E., Computer Science & Engineering
Presidency University

Candidate ID – 16394429

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Engineer Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR **Rs.450,740/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment as presented in **Employment Agreement**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time.

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

Please note:

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

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

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

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship:

- a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.
- b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

3.2 Continuous Skill Development (CSD) Program:

- a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.
- b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

3.3 GenC Training Post joining:

- a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal on-the-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.
- b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2Cognizant.cognizant.com>

Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.



Maya Sreekumar
Vice President – Human Resources

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature:

Date:

Compensation and Benefits

Name: Varshini Y

Designation: Engineer Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7349	88,188
	Annual Gross Compensation		359,988
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		382,488
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		401,988

As an associate you are also entitled to the following additional benefits:

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

- From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

Sl No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act
- In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy

Provident Fund Wages:

- For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".
- Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

Employees State Insurance:

- Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
- Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
- ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to

1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Incentive Indication:** Incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is prorated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of incentive payout.

*** **Advance Statutory Bonus** is in line with the provisions of Payment of Bonus Act, 1965.

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.


REGISTRAR


Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of _____ between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

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

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

RECITAL:

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

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

1. Duties and Responsibilities

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

2. Place of Employment

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

3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, or assume any public office or private office, honorary or remunerative position, without prior written

permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

4. Confidentiality

a) During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.

b) Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.

c) You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.

d) You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.

e) You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.

f) You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.

g) The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

5. Data Protection

By signing below,

a) you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,

b) you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,

c) you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,

d) you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and

e) you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

6. Work Schedule

a) The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.

b) The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole

discretion and notified to you in advance.

c) The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per any Company policy and which will be notified to you in advance.

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

7. Background Check

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

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

8. Compliance with Company Policies

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

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

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

9. Non-Compete and Non-Solicit Restrictions

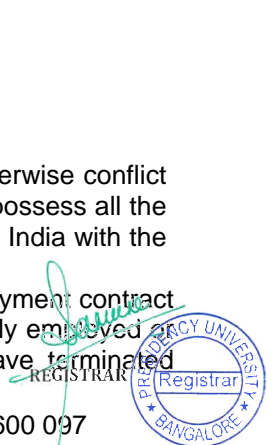
During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member,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

10. Representations and Warranties

By signing below,

a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;

b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated



and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;

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

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

11. Indemnity

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

12. Business Engagement, Learning and Development and Project Deployment

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

13. Unauthorized Absence

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

14. Retirement

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

15. Termination of Employment

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period.

You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

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

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

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

16. Deputation, Assignment and Transfer

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

17. Survival

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

18. Dispute Resolution and Governing law

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

19. General

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

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

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

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

Cognizant Technology Solutions India Private Limited

Varshini Y

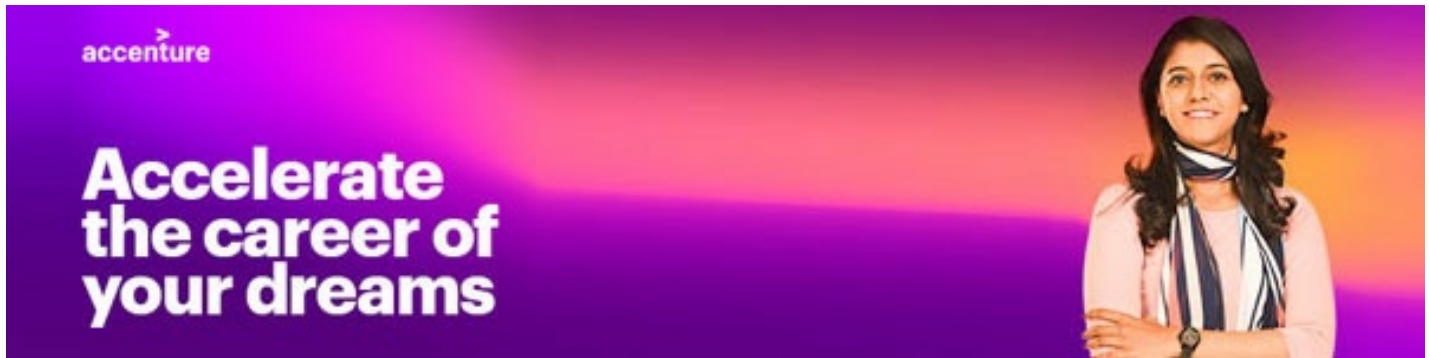
Sign: _____

Sign: _____

Name:

Name:





To,

Name : Yedula Sri Sandhya

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

Dear Yedula Sri Sandhya,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

- **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- **Information on Accenture's Pre-joiner-Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes a learning module - Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.

- The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:

- Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
- Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).

- On successful completion of the program and clearance of the Technology fundamental

Sanne
REGISTRAR
RESIDENCY UNIVERSITY
BANGALORE

assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.

- In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
- To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment.

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

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

Annexure A

- Career Level - 12
- Proposed role - Application Development Associate
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus - At your career level, the maximum annual target variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus - You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential - 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits - INR 4,50,000/-

You may be required to relocate for project deployment to any part of India and work in 24X7 shifts basis business requirement

Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"



Offer Letter

16-05-2021

Dear **Rohith Prakash**,

Congratulations! We are extremely excited to extend an offer to you to join the young and vibrant team of Vedantu as a "**Academic Counselor**" 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 **03-06-2021**.

Your fixed remuneration would be INR 3,30,000 (Three Lakh Thirty Thousand Rupees only) per annum as per Annexure A.

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

This offer is valid until **03-06-2021**.

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.

Annexure A

SALARY COMPUTATION		
Components	Per Annum	Per Month
Components Structure		
CTC as per offer	3,30,000	27,500
Employer Contribution to Provident Fund	21,600	1,800
NET CTC	3,08,400	25,700
Basic	1,80,000	15,000
Hra	72,000	6,000
Statutory Bonus	16,200	1,350
Sub Total A	2,68,200	22,350
Special Allowance	40,200	3,350
Fbp Sub Total B	40,200	3,350
Sub Total A And B	3,08,400	25,700
Deductions		
Provident Fund	21,600	1,800
Pt	2,400	200
Total Deductions	24,000	2,000
Estimated Take Home	2,84,400	23,700

* TDS applicable as per Income Tax and other applicable law.



Ref: INT/78/21

18th March 2021
Bangalore

Umraz Hussain
#62/2, Peenya 1st stage,
BBMP Office road,
Bangalore- 560 058

Letter of Appointment- Software Engineer - Intern

Dear Umraz,

Welcome to Telaverge Communications!

With reference to your interview with us, we are pleased to appoint you as **"Software Engineer - Intern"** in our organisation.

The terms and conditions governing your appointment and internship period are given below:

1. The internship will commence from 22nd March 2021 and you will be on training for a period of 6 months or till you officially complete the degree course. You will have to submit a provisional or degree completion certificate for starting the Joining formalities with the company.
2. A consolidated stipend of Rs.10,000/- p.m. will be paid to you during the period of internship and the same will be subjected to tax deduction at source, in accordance with the prevailing Income Tax rules.
3. Internship certificate will be provided only after successful completion of Internship Training and joining Telaverge.
4. On completion of the internship period, your services will be confirmed subject to, Demonstrated results and performance during the period of review.
5. During the internship period, the notice period will be for one month. 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.

TelaVerge Communications India Pvt. Ltd.
Registered Office C/o Silver Software Private Limited, Ground Floor, South Central, # 23 & 24 EPIP 1 Phase,
KIADB Whitefield, Bangalore - 560066, India
CIN No: U72200KA2016PTC086409

www.telavergecommunications.com





6. You may be given a performance incentive OR joining bonus up to a max of Rs 75,000/- after successfully completing the Internship and joining Telaverge. The final Joining bonus depends purely on your performance appraisal, business conditions and your contribution during the internship period.
7. The Company reserves the right to terminate your services without giving any notice, if any information provided by you about your candidature is incorrect, or in case of any serious misconduct.
8. You must be enrolled as a full-time student as defined by the school, organisation, or institution. Telaverge Communication will accept each individual institution's definition of full-time.
9. You are ineligible for Telaverge Communication benefits during your internship period.
10. Please understand that the provisions of this letter do not constitute an express agreement. If you have any questions about your internship or any information in this letter, please contact the HR Team.

Congratulations on your internship and welcome again to Telaverge Communication.

Kindly sign the copy of this letter indicating your acceptance of the above terms and conditions of this appointment and return the same to us.

We wish you good luck and a very bright career with us.

Yours sincerely,

Leena S
Human Resources



TelaVerge Communications India Pvt. Ltd.
Registered Office C/o Silver Software Private Limited, Ground Floor, South Central, # 23 & 24 EPIP 1 Phase,
KIADB Whitefield, Bangalore - 560066, India
CIN No: U72200KA2016PTC086409

www.telavergecommunications.com



Job Description

Telaverge Communications!

We have pleasure in introducing ourselves as Telaverge Communications, a Company that has Telecom Products and Solutions for the Operators worldwide.

Our deep protocol knowledge, domain expertise combined with Engineering execution and delivery skills are enabling us to deliver world-class products, custom solutions, and services. The total work force employed in our company is 150+ Strong Engineering forces based out of Dallas, Texas with the India Development Centre in Bangalore.

Please find the below JD for reference:

Qualification:

- B.Tech/BE/MCA/M.SC/M.Tech Computer Science
- Percentage: 60%+ or 6.5 CGPA+
- Year of passing out: 2020-2021

Skills required:

Computer Science:

Engineering and Analytical Skills (Java/C++/Golang/System Knowledge/Linux/Springboot/React/Web Programming).

CTC/Internship stipend:

- A consolidated stipend of Rs.10,000/- p.m. will be paid during the period of internship.
- CTC will be 3.8L to 4.2L (purely based on the performance).
- Performance incentive OR onetime bonus up to a Max of 1 Lakh after successful Completion of Internship and joining Telaverge. (purely based on the performance).

Bond (Details): 2 Years

Job Location: Bangalore

Positions: Software Engineer-Research and Development

Joining: Immediate

Documents: Academic Certificates submission, Passport/License, copy of all documents must be submitted.



ADREZ ADVISORS PVT LTD

Date: March 19, 2021

To,
Mr. Sagar C Choudhari
Bangalore

Dear Sagar C Choudhari,

Subject: Offer Letter

Following our discussions, we are pleased to offer you the position of **Marketing Executive – Corporate Real Estate** in **Address Advisors**. Your annual Cost To Company (“CTC”) will be INR 4,28,100/- (Indian Rupees Four Lakhs Twenty Eight Thousand One Hundred Only).

A formal contract with the terms of service will be signed post your joining. We would appreciate confirmation of your acceptance to this offer by signing this letter and sending us a signed copy of it not later than 20th March 2021. We expect you to assume your duties at Address Advisors when your exams are completed (tentatively on 14th June 2021).

The industry is filled with exciting challenges and we look forward to the opportunity of working with you as we establish an international standard of professional real estate services.

#72, 3rd Floor, 27th MAIN, 7th CROSS, SECTOR 1 - HSR Layout, Bangalore - 560102

+91 9886041431

www.addressadvisors.com





The break-up of the salary is as below -

Salary Break up : In INR		
Particulars	Per Month	Per Annum
Basic Salary	7,200	86,400
House Rent Allowance	2,880	34,560
Conveyance	1,600	19,200
Other Allowance	3,000	36,000
Special Allowance	3,320	39,840
Employer Contribution to PF (Will be transferred to the PF account)	1,800	21,600
Gross Salary	19,800	2,37,600
Less : Provident Fund (EMPLOYEE CONTRIBUTION)	1,800	1,800
Less : ESI	-	-
Less: TDS	-	-
Less : Professional Tax	200	200
Net Salary	17,800	2,35,600
Medical Benefit (Post Confirmation)		10,000
Telephone		6,000
Accident Insurance		2,000
Gratuity		22,500
Discretionary Performance Bonus		1,50,000
Total Annual CTC		4,28,100

Warm Regards,

Bhawana Khetan
Director
Address Advisors

Signed and accepted _____

Date _____

#72, 3rd Floor, 27th MAIN, 7th CROSS, SECTOR 1 - HSR Layout, Bangalore - 560102

+91 9886041431

www.addressadvisors.com





ADREZ ADVISORS PVT LTD

Date: March 19, 2021

To,
Ms. Aishwarya Vijay Kumar
Bangalore

Dear Aishwarya Vijay Kumar,

Subject: Offer Letter

Following our discussions, we are pleased to offer you the position of **Marketing Executive – Corporate Real Estate** in **Address Advisors**. Your annual Cost To Company (“CTC”) will be INR 4,28,100/- (Indian Rupees Four Lakhs Twenty Eight Thousand One Hundred Only).

A formal contract with the terms of service will be signed post your joining. We would appreciate confirmation of your acceptance to this offer by signing this letter and sending us a signed copy of it not later than 20th March 2021. We expect you to assume your duties at Address Advisors when your exams are completed (tentatively on 14th June 2021).

The industry is filled with exciting challenges and we look forward to the opportunity of working with you as we establish an international standard of professional real estate services.

#72, 3rd Floor, 27th MAIN, 7th CROSS, SECTOR 1 - HSR Layout, Bangalore - 560102

+91 9886041431

www.addressadvisors.com


REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE



The break-up of the salary is as below -

Salary Break up : In INR		
Particulars	Per Month	Per Annum
Basic Salary	7,200	86,400
House Rent Allowance	2,880	34,560
Conveyance	1,600	19,200
Other Allowance	3,000	36,000
Special Allowance	3,320	39,840
Employer Contribution to PF (Will be transferred to the PF account)	1,800	21,600
Gross Salary	19,800	2,37,600
Less : Provident Fund (EMPLOYEE CONTRIBUTION)	1,800	1,800
Less : ESI	-	-
Less: TDS	-	-
Less : Professional Tax	200	200
Net Salary	17,800	2,35,600
Medical Benefit (Post Confirmation)		10,000
Telephone		6,000
Accident Insurance		2,000
Gratuity		22,500
Discretionary Performance Bonus		1,50,000
Total Annual CTC		4,28,100

Warm Regards,

Bhawana Khetan
Director
Address Advisors

Signed and accepted _____

Date _____

#72, 3rd Floor, 27th MAIN, 7th CROSS, SECTOR 1 - HSR Layout, Bangalore - 560102

+91 9886041431

www.addressadvisors.com





ADREZ ADVISORS PVT LTD

Date: March 19, 2021

To,
Ms. Misba Mukhtar
Bangalore

Dear Misba Mukhtar,

Subject: Offer Letter

Following our discussions, we are pleased to offer you the position of **Marketing Executive – Corporate Real Estate** in **Address Advisors**. Your annual Cost To Company (“CTC”) will be INR 4,28,100/- (Indian Rupees Four Lakhs Twenty Eight Thousand One Hundred Only).

A formal contract with the terms of service will be signed post your joining. We would appreciate confirmation of your acceptance to this offer by signing this letter and sending us a signed copy of it not later than 20th March 2021. We expect you to assume your duties at Address Advisors when your exams are completed (tentatively on 14th June 2021).

The industry is filled with exciting challenges and we look forward to the opportunity of working with you as we establish an international standard of professional real estate services.

#72, 3rd Floor, 27th MAIN, 7th CROSS, SECTOR 1 - HSR Layout, Bangalore - 560102

+91 9886041431

www.addressadvisors.com





The break-up of the salary is as below -

Salary Break up : In INR		
<u>Particulars</u>	<u>Per Month</u>	<u>Per Annum</u>
Basic Salary	7,200	86,400
House Rent Allowance	2,880	34,560
Conveyance	1,600	19,200
Other Allowance	3,000	36,000
Special Allowance	3,320	39,840
Employer Contribution to PF (Will be transferred to the PF account)	1,800	21,600
Gross Salary	19,800	2,37,600
Less : Provident Fund (EMPLOYEE CONTRIBUTION)	1,800	1,800
Less : ESI	-	-
Less: TDS	-	-
Less : Professional Tax	200	200
Net Salary	17,800	2,35,600
Medical Benefit (Post Confirmation)		10,000
Telephone		6,000
Accident Insurance		2,000
Gratuity		22,500
Discretionary Performance Bonus		1,50,000
Total Annual CTC		4,28,100

Warm Regards,

Bhawana Khetan
Director
Address Advisors

Signed and accepted _____

Date _____

#72, 3rd Floor, 27th MAIN, 7th CROSS, SECTOR 1 - HSR Layout, Bangalore - 560102

+91 9886041431

www.addressadvisors.com





ADREZ ADVISORS PVT LTD

Date: March 19, 2021

To,
Ms. Prachi Srivastava
Bangalore

Dear Prachi Srivastava,

Subject: Offer Letter

Following our discussions, we are pleased to offer you the position of **Marketing Executive – Corporate Real Estate** in **Address Advisors**. Your annual Cost To Company (“CTC”) will be INR 4,28,100/- (Indian Rupees Four Lakhs Twenty Eight Thousand One Hundred Only).

A formal contract with the terms of service will be signed post your joining. We would appreciate confirmation of your acceptance to this offer by signing this letter and sending us a signed copy of it not later than 20th March 2021. We expect you to assume your duties at Address Advisors when your exams are completed (tentatively on 14th June 2021).

The industry is filled with exciting challenges and we look forward to the opportunity of working with you as we establish an international standard of professional real estate services.

#72, 3rd Floor, 27th MAIN, 7th CROSS, SECTOR 1 - HSR Layout, Bangalore - 560102

+91 9886041431

www.addressadvisors.com





The break-up of the salary is as below -

Salary Break up : In INR		
Particulars	Per Month	Per Annum
Basic Salary	7,200	86,400
House Rent Allowance	2,880	34,560
Conveyance	1,600	19,200
Other Allowance	3,000	36,000
Special Allowance	3,320	39,840
Employer Contribution to PF (Will be transferred to the PF account)	1,800	21,600
Gross Salary	19,800	2,37,600
Less : Provident Fund (EMPLOYEE CONTRIBUTION)	1,800	1,800
Less : ESI	-	-
Less: TDS	-	-
Less : Professional Tax	200	200
Net Salary	17,800	2,35,600
Medical Benefit (Post Confirmation)		10,000
Telephone		6,000
Accident Insurance		2,000
Gratuity		22,500
Discretionary Performance Bonus		1,50,000
Total Annual CTC		4,28,100

Warm Regards,

Bhawana Khetan
Director
Address Advisors

Signed and accepted _____

Date _____

#72, 3rd Floor, 27th MAIN, 7th CROSS, SECTOR 1 - HSR Layout, Bangalore - 560102

+91 9886041431

www.addressadvisors.com





ADREZ ADVISORS PVT LTD

Date: March 19, 2021

To,
Mr. Sanjay R
Bangalore

Dear Sanjay R,

Subject: Offer Letter

Following our discussions, we are pleased to offer you the position of **Marketing Executive – Corporate Real Estate** in **Address Advisors**. Your annual Cost To Company (“CTC”) will be INR 4,28,100/- (Indian Rupees Four Lakhs Twenty Eight Thousand One Hundred Only).

A formal contract with the terms of service will be signed post your joining. We would appreciate confirmation of your acceptance to this offer by signing this letter and sending us a signed copy of it not later than 20th March 2021. We expect you to assume your duties at Address Advisors when your exams are completed (tentatively on 14th June 2021).

The industry is filled with exciting challenges and we look forward to the opportunity of working with you as we establish an international standard of professional real estate services.

#72, 3rd Floor, 27th MAIN, 7th CROSS, SECTOR 1 - HSR Layout, Bangalore - 560102

+91 9886041431

www.addressadvisors.com





The break-up of the salary is as below -

Salary Break up : In INR		
Particulars	Per Month	Per Annum
Basic Salary	7,200	86,400
House Rent Allowance	2,880	34,560
Conveyance	1,600	19,200
Other Allowance	3,000	36,000
Special Allowance	3,320	39,840
Employer Contribution to PF (Will be transferred to the PF account)	1,800	21,600
Gross Salary	19,800	2,37,600
Less : Provident Fund (EMPLOYEE CONTRIBUTION)	1,800	1,800
Less : ESI	-	-
Less: TDS	-	-
Less : Professional Tax	200	200
Net Salary	17,800	2,35,600
Medical Benefit (Post Confirmation)		10,000
Telephone		6,000
Accident Insurance		2,000
Gratuity		22,500
Discretionary Performance Bonus		1,50,000
Total Annual CTC		4,28,100

Warm Regards,

Bhawana Khetan
Director
Address Advisors

Signed and accepted _____

Date _____

#72, 3rd Floor, 27th MAIN, 7th CROSS, SECTOR 1 - HSR Layout, Bangalore - 560102

+91 9886041431

www.addressadvisors.com



04-Mar-2021

Mrs . Hithaishree J,
Bangalore

Dear Hithaishree J,

Offer Letter

We are pleased to offer you the position of “**Executive-Client Success**” 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-2021** 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. 300000/- (Rupees Three Lakhs Only)**.

The break-up of your post internship salary shall be as per the policies / rules of the Company. Please refer to the **Annexure No. 1** for more details on Fixed Salary Components.

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.

Other Benefits that you will get are briefly explained in **Annexure No. 2**.


REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

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:

Hithaishree J

04-Mar-2021



REGISTRAR
Presidency University
BANGALORE

Annexure No. 1: Fixed Salary Structure

Name: Hithaishree J

Designation: Executive-Client Success

PER MONTH (AMOUNT IN INR)		PER ANNUM (AMOUNT IN INR)	
BASIC +DA	11588	BASIC +DA	139056
HRA	4635	HRA	55622
CONVEYANCE ALLOWANCE	1600	CONVEYANCE ALLOWANCE	19200
EDUCATION ALLOWANCE	200	EDUCATION ALLOWANCE	2400
OFFICE ALLOWANCES	1967	OFFICE ALLOWANCES	23609
OTHER ALLOWANCES	1312	OTHER ALLOWANCES	15739
MEDICAL REIMBURSEMENT	1250	MEDICAL REIMBURSEMENT	15000
EMPLOYER PF @ 12%	1391	PF	16687
GRATUITY	557	GRATUITY	6686
MEDICLAIM	500	MEDICLAIM	6000
GROSS MONTHLY COMPENSATION	25000	GROSS YEARLY COMPENSATION	300000
DEDUCTIONS		DEDUCTIONS	
EMPLOYEE PF @ 12%	1391	EMPLOYEE PF	16687
EMPLOYER PF @ 12%	1391	EMPLOYER PF	16687
GRATUITY	557	GRATUITY	6686
MEDICLAIM	500	MEDICLAIM	6000
PT	200	PT	2400
TDS(WILL BE CALCUATED BASED ON INVETSMET DOCUMENTS SUBMITTED POST JOINING)**	0	TDS** (WILL BE CALCUATED BASED ON INVETSMET DOCUMENTS SUBMITTED POST JOINING)	0
ESTIMATED NET SALARY (MONTHLY)**	20962	ESTIMATD NET SALARY (ANNUAL)**	251540

**Net Monthly / Yearly salary shall be subject to Income Tax deductions (TDS) that will be based on your savings details provide to HR Team.

Annexure No. 2: Other Benefits

Group Personal Accident Policy

As per Company Policy, we provide group personal accident policy of Rs. 5 lac coverage to all employees, post internship/ on regular employment.

Parental Insurance Policy

As per Company Policy, you can opt for the parental insurance policy (post internship) and the insurance premium shall be deducted from your monthly salary.

04-Mar-2021

Mrs. Anna Poorneshwari S,
Bangalore

Dear Anna Poorneshwari S,

Offer Letter

We are pleased to offer you the position of “**Executive-Client Success**” 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-2021** 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. 300000/- (Rupees Three Lakhs Only)**.

The break-up of your post internship salary shall be as per the policies / rules of the Company. Please refer to the **Annexure No. 1** for more details on Fixed Salary Components.

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.

Other Benefits that you will get are briefly explained in **Annexure No. 2**.


REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

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:

Anna Poorneshwari S

04-Mar-2021



REGISTRAR
Presidency University
BANGALORE

Annexure No. 1: Fixed Salary Structure

Name: Anna Poorneshwari S

Designation: Executive-Client Success

PER MONTH (AMOUNT IN INR)		PER ANNUM (AMOUNT IN INR)	
BASIC +DA	11588	BASIC +DA	139056
HRA	4635	HRA	55622
CONVEYANCE ALLOWANCE	1600	CONVEYANCE ALLOWANCE	19200
EDUCATION ALLOWANCE	200	EDUCATION ALLOWANCE	2400
OFFICE ALLOWANCES	1967	OFFICE ALLOWANCES	23609
OTHER ALLOWANCES	1312	OTHER ALLOWANCES	15739
MEDICAL REIMBURSEMENT	1250	MEDICAL REIMBURSEMENT	15000
EMPLOYER PF @ 12%	1391	PF	16687
GRATUITY	557	GRATUITY	6686
MEDICLAIM	500	MEDICLAIM	6000
GROSS MONTHLY COMPENSATION	25000	GROSS YEARLY COMPENSATION	300000
DEDUCTIONS		DEDUCTIONS	
EMPLOYEE PF @ 12%	1391	EMPLOYEE PF	16687
EMPLOYER PF @ 12%	1391	EMPLOYER PF	16687
GRATUITY	557	GRATUITY	6686
MEDICLAIM	500	MEDICLAIM	6000
PT	200	PT	2400
TDS(WILL BE CALCUATED BASED ON INVETSMET DOCUMENTS SUBMITTED POST JOINING)**	0	TDS** (WILL BE CALCUATED BASED ON INVETSMET DOCUMENTS SUBMITTED POST JOINING)	0
ESTIMATED NET SALARY (MONTHLY)**	20962	ESTIMATD NET SALARY (ANNUAL)**	251540

**Net Monthly / Yearly salary shall be subject to Income Tax deductions (TDS) that will be based on your savings details provide to HR Team.

Annexure No. 2: Other Benefits

Group Personal Accident Policy

As per Company Policy, we provide group personal accident policy of Rs. 5 lac coverage to all employees, post internship/ on regular employment.

Parental Insurance Policy

As per Company Policy, you can opt for the parental insurance policy (post internship) and the insurance premium shall be deducted from your monthly salary.



ACE Industrial Packaging

Manufacturer's of Export Quality Wooden Pallets & Boxes
Heat Treatment Plant Approved by Govt. of India as per ISPM-15

March 22, 2021

Mr. Adithya H S
38, 1st Main Road, 3rd Cross,
Anand Nagara, Bangalore - 560032

Dear Adithya,

Subject: Offer Letter

Following our discussions, we are pleased to offer you the position of **Production Executive**.

Your monthly emoluments will be Rs. 10,000/- for first 6 months (during your training period), from the date of joining & will be further increased to Rs. 18,000/- from 7th month onwards.

A formal contract with terms of service will be signed post your joining. We would appreciate confirmation of your acceptance to this offer by signing this letter and sending us a copy of it, not later than 23rd March 2021.

We expect you to assume your duties at below mentioned address on or before 26th March 2021.

The industry is filled with existing challenges and we look forward to the opportunity of working with you and establish a well-designed system & process.

For ACE INDUSTRIAL PACKAGING



Narayana Swamy T V

Signed & Accepted: _____

Date:



March 30th, 2021

Chethan S,
Bangalore

Offer Letter

Dear Chethan S,

Congratulations! Subsequent to our discussions, we are pleased to offer you the position of “Junior Software Engineer” with Visionet Systems Pvt. Ltd. at our Bangalore office. Your date of joining shall be **on or before June 07th, 2021**.

The detailed break-up of your compensation and the incentive structure is provided in the Annexure. The terms of the offer shall be included in your appointment letter, which will be issued upon your joining the company.

You have been offered on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

This offer will be valid subject to successful clearance of your pre-employment background verification and reference checks. Your written consent and requisite copies of documents are necessary to complete the pre-employment check. You are requested to complete the submission of requisite documents for the pre-employment background check within two business days from the date of acceptance of our offer of employment.

If you decide to accept the offer, please send us your written confirmation **on or before April 1st, 2021** post this date, this offer will automatically stand canceled. The date of joining may change subject to unforeseen events including Act of God, Lockdown, Pandemic and/or any of the Force Majeure event as explained in clause vi.

By accepting this offer, you are confirming that:

- i. You have terminated or in the process of termination of your employment with your previous/current employer (if any) in compliance with their terms and conditions.
- ii. There are no contractual obligations with respect to your earlier contracts that would prevent you from delivering your responsibilities with the company or taking up this position with this company.
- iii. The company is not liable for any past dues owed by you due to the termination of any previous employment.
- iv. You are not bringing in any Intellectual Property that you do not have sole ownership of.

General Provisions:

- i. **Amendment:** This Offer Letter may be amended or modified only by writing signed by both the parties.
- ii. **Assignment:** This Offer Letter may be assigned by the Company to any successor to its business or operations. Your rights hereunder may not be transferred by you except by will or by the laws of descent and distribution and except insofar as applicable law may otherwise require. Any purported assignment in violation of the preceding sentence shall be void.
- iii. **Non-Disparagement:** You will not disparage the Company or any of its affiliates, directors, officers, employees or other representatives in any manner and will in all respects avoid any negative criticism of the Company.

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 421 7000

www.visionetsystems.com



- iv. **Devote time:** You agree to devote all of your business time and attention to the business and affairs of the Company and to discharging the responsibilities assigned to you. This shall not preclude you engaging in charitable activities and community affairs, and managing your personal affairs, so long as these activities do not interfere with the performance of your duties and responsibilities as the Company's bonafide employee.
- v. **Accountable for Social Conduct:** If you commits any act or become involved in any situation, or occurrence, which degrades you in society, or brings you into public disrepute, contempt, scandal or ridicule, or which justifiably shocks, insults or offends the community, or which reflects negatively upon you , the Company, a sponsor or a licensee of the Company's stations, or if publicity is given to any such conduct, commission or involvement on the part of you, which occurred prior to the date of this Agreement, the Company shall have the right to revoke the Offer Letter immediately.
- vi. **Force Majeure:** If during the period of issuing the Offer letter, due to labour disputes, government regulations, or because of the failure of broadcasting facilities due to war or other calamity, pandemic (collectively, "Force Majeure") the Company in good faith believes it is unable to utilize your services, the Company shall have the right to suspend the Offer Letter for the duration of such Force Majeure, or for any part thereof, and no compensation will be paid or accrue to you during any such period of suspension; provided that such suspension shall end as soon as such Force Majeure terminates.
- vii. **Verification of Details:** This offer is provisional to the verification of details furnished by you during the discussions and interviews held so far. If any of these details are found to be incorrect or falsified at any point of time during your employment, this offer letter, and/or subsequent employment status stands cancelled with immediate effect.
- viii. **Non-Disclosure:** You agree to sign and be bound by the terms of the Non-Disclosure, Non Solicitation and Non-Competition Agreement required to be signed by you during the term of your employment with the Company and at all times thereafter. You also hereby agree to comply with the terms of any policies of the Company relating to the protection of confidential information from time to time. You are also required to strictly maintain as confidential and not divulge or communicate in any manner, any information regarding your remuneration/terms of employment to any other employee of the Company except your immediate superior. Any disclosure of confidential information will be considered serious misconduct and breach of the terms of your employment.

We look forward to having you in our team and our mutual success.

Yours sincerely,



Senthil Velmurugan K
Director, Human Resources

Chethan. S
30 - Mar - 2021

Accepted _____
Chethan S
(Signature & Date)

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 451 7000

www.visionetsystems.com



Annexure I: Compensation Break-Up

Name	Chethan S	
Designation	Junior Software Engineer	
Particulars	Monthly (INR)	Annual (INR)
Fixed Components		
Basic Salary	6,551	78,607
House Rent Allowance(HRA)	3,276	39,312
Special Allowance	4,150	49,799
Transport Allowance	2,400	28,800
Company Contributions		
Provident Fund	787	9,444
ESIC Contribution	533	6,396
Gratuity	316	3,792
Medical Insurance Premium	750	9,000
ANNUAL TOTAL COST TO THE COMPANY		2,25,150

Notes:

Transport Allowance: You will not be eligible for the 'Transport allowance', if you use the company provided transport facility.

Yours sincerely,



Senthil Velmurugan K
Director, Human Resources

Chethan S
30-Mars-2021

Accepted _____

Chethan S
(Signature & Date)

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 451 7000

www.visionetsystems.com



March 30th, 2021

Kartik Kumar,
Bangalore

Offer Letter

Dear Kartik Kumar,

Congratulations! Subsequent to our discussions, we are pleased to offer you the position of “Junior Software Engineer” with Visionet Systems Pvt. Ltd. at our Bangalore office. Your date of joining shall be **on or before June 07th, 2021**.

The detailed break-up of your compensation and the incentive structure is provided in the Annexure. The terms of the offer shall be included in your appointment letter, which will be issued upon your joining the company.

You have been offered on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

This offer will be valid subject to successful clearance of your pre-employment background verification and reference checks. Your written consent and requisite copies of documents are necessary to complete the pre-employment check. You are requested to complete the submission of requisite documents for the pre-employment background check within two business days from the date of acceptance of our offer of employment.

If you decide to accept the offer, please send us your written confirmation **on or before April 1st, 2021** post this date, this offer will automatically stand canceled. The date of joining may change subject to unforeseen events including Act of God, Lockdown, Pandemic and/or any of the Force Majeure event as explained in clause vi.

By accepting this offer, you are confirming that:

- i. You have terminated or in the process of termination of your employment with your previous/current employer (if any) in compliance with their terms and conditions.
- ii. There are no contractual obligations with respect to your earlier contracts that would prevent you from delivering your responsibilities with the company or taking up this position with this company.
- iii. The company is not liable for any past dues owed by you due to the termination of any previous employment.
- iv. You are not bringing in any Intellectual Property that you do not have sole ownership of.

General Provisions:

- i. **Amendment:** This Offer Letter may be amended or modified only by writing signed by both the parties.
- ii. **Assignment:** This Offer Letter may be assigned by the Company to any successor to its business or operations. Your rights hereunder may not be transferred by you except by will or by the laws of descent and distribution and except insofar as applicable law may otherwise require. Any purported assignment in violation of the preceding sentence shall be void.
- iii. **Non-Disparagement:** You will not disparage the Company or any of its affiliates, directors, officers, employees or other representatives in any manner and will in all respects avoid any negative criticism of the Company.

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 434 7000

www.visionetsystems.com



- iv. **Devote time:** You agree to devote all of your business time and attention to the business and affairs of the Company and to discharging the responsibilities assigned to you. This shall not preclude you engaging in charitable activities and community affairs, and managing your personal affairs, so long as these activities do not interfere with the performance of your duties and responsibilities as the Company's bonafide employee.
- v. **Accountable for Social Conduct:** If you commits any act or become involved in any situation, or occurrence, which degrades you in society, or brings you into public disrepute, contempt, scandal or ridicule, or which justifiably shocks, insults or offends the community, or which reflects negatively upon you , the Company, a sponsor or a licensee of the Company's stations, or if publicity is given to any such conduct, commission or involvement on the part of you, which occurred prior to the date of this Agreement, the Company shall have the right to revoke the Offer Letter immediately.
- vi. **Force Majeure:** If during the period of issuing the Offer letter, due to labour disputes, government regulations, or because of the failure of broadcasting facilities due to war or other calamity, pandemic (collectively, "Force Majeure") the Company in good faith believes it is unable to utilize your services, the Company shall have the right to suspend the Offer Letter for the duration of such Force Majeure, or for any part thereof, and no compensation will be paid or accrue to you during any such period of suspension; provided that such suspension shall end as soon as such Force Majeure terminates.
- vii. **Verification of Details:** This offer is provisional to the verification of details furnished by you during the discussions and interviews held so far. If any of these details are found to be incorrect or falsified at any point of time during your employment, this offer letter, and/or subsequent employment status stands cancelled with immediate effect.
- viii. **Non-Disclosure:** You agree to sign and be bound by the terms of the Non-Disclosure, Non Solicitation and Non-Competition Agreement required to be signed by you during the term of your employment with the Company and at all times thereafter. You also hereby agree to comply with the terms of any policies of the Company relating to the protection of confidential information from time to time. You are also required to strictly maintain as confidential and not divulge or communicate in any manner, any information regarding your remuneration/terms of employment to any other employee of the Company except your immediate superior. Any disclosure of confidential information will be considered serious misconduct and breach of the terms of your employment.

We look forward to having you in our team and our mutual success.

Yours sincerely,



Senthil Velmurugan K
Director, Human Resources

Accepted _____
Kartik Kumar
(Signature & Date)

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 431 7000

www.visionetsystems.com



Annexure I: Compensation Break-Up

Name	Kartik Kumar	
Designation	Junior Software Engineer	
Particulars	Monthly (INR)	Annual (INR)
Fixed Components		
Basic Salary	6,551	78,607
House Rent Allowance(HRA)	3,276	39,312
Special Allowance	4,150	49,799
Transport Allowance	2,400	28,800
Company Contributions		
Provident Fund	787	9,444
ESIC Contribution	533	6,396
Gratuity	316	3,792
Medical Insurance Premium	750	9,000
ANNUAL TOTAL COST TO THE COMPANY		2,25,150

Notes:

Transport Allowance: You will not be eligible for the 'Transport allowance', if you use the company provided transport facility.

Yours sincerely,



Senthil Velmurugan K
Director, Human Resources

Accepted _____
Kartik Kumar
(Signature & Date)

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 451 7000

www.visionetsystems.com



March 30th, 2021

Rohan N,
Bangalore

Offer Letter

Dear Rohan N,

Congratulations! Subsequent to our discussions, we are pleased to offer you the position of “**Junior Software Engineer**” with Visionet Systems Pvt. Ltd. at our **Bangalore** office. Your date of joining shall be **on or before June 07th, 2021**.

The detailed break-up of your compensation and the incentive structure is provided in the Annexure. The terms of the offer shall be included in your appointment letter, which will be issued upon your joining the company.

You have been offered on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

This offer will be valid subject to successful clearance of your pre-employment background verification and reference checks. Your written consent and requisite copies of documents are necessary to complete the pre-employment check. You are requested to complete the submission of requisite documents for the pre-employment background check within two business days from the date of acceptance of our offer of employment.

If you decide to accept the offer, please send us your written confirmation **on or before April 1st, 2021** post this date, this offer will automatically stand canceled. The date of joining may change subject to unforeseen events including Act of God, Lockdown, Pandemic and/or any of the Force Majeure event as explained in clause vi.

By accepting this offer, you are confirming that:

- i. You have terminated or in the process of termination of your employment with your previous/current employer (if any) in compliance with their terms and conditions.
- ii. There are no contractual obligations with respect to your earlier contracts that would prevent you from delivering your responsibilities with the company or taking up this position with this company.
- iii. The company is not liable for any past dues owed by you due to the termination of any previous employment.
- iv. You are not bringing in any Intellectual Property that you do not have sole ownership of.

General Provisions:

- i. **Amendment:** This Offer Letter may be amended or modified only by writing signed by both the parties.
- ii. **Assignment:** This Offer Letter may be assigned by the Company to any successor to its business or operations. Your rights hereunder may not be transferred by you except by will or by the laws of descent and distribution and except insofar as applicable law may otherwise require. Any purported assignment in violation of the preceding sentence shall be void.
- iii. **Non-Disparagement:** You will not disparage the Company or any of its affiliates, directors, officers, employees or other representatives in any manner and will in all respects avoid any negative criticism of the Company.

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 451 7000

www.visionetsystems.com



- iv. **Devote time:** You agree to devote all of your business time and attention to the business and affairs of the Company and to discharging the responsibilities assigned to you. This shall not preclude you engaging in charitable activities and community affairs, and managing your personal affairs, so long as these activities do not interfere with the performance of your duties and responsibilities as the Company's bonafide employee.
- v. **Accountable for Social Conduct:** If you commits any act or become involved in any situation, or occurrence, which degrades you in society, or brings you into public disrepute, contempt, scandal or ridicule, or which justifiably shocks, insults or offends the community, or which reflects negatively upon you , the Company, a sponsor or a licensee of the Company's stations, or if publicity is given to any such conduct, commission or involvement on the part of you, which occurred prior to the date of this Agreement, the Company shall have the right to revoke the Offer Letter immediately.
- vi. **Force Majeure:** If during the period of issuing the Offer letter, due to labour disputes, government regulations, or because of the failure of broadcasting facilities due to war or other calamity, pandemic (collectively, "Force Majeure") the Company in good faith believes it is unable to utilize your services, the Company shall have the right to suspend the Offer Letter for the duration of such Force Majeure, or for any part thereof, and no compensation will be paid or accrue to you during any such period of suspension; provided that such suspension shall end as soon as such Force Majeure terminates.
- vii. **Verification of Details:** This offer is provisional to the verification of details furnished by you during the discussions and interviews held so far. If any of these details are found to be incorrect or falsified at any point of time during your employment, this offer letter, and/or subsequent employment status stands cancelled with immediate effect.
- viii. **Non-Disclosure:** You agree to sign and be bound by the terms of the Non-Disclosure, Non Solicitation and Non-Competition Agreement required to be signed by you during the term of your employment with the Company and at all times thereafter. You also hereby agree to comply with the terms of any policies of the Company relating to the protection of confidential information from time to time. You are also required to strictly maintain as confidential and not divulge or communicate in any manner, any information regarding your remuneration/terms of employment to any other employee of the Company except your immediate superior. Any disclosure of confidential information will be considered serious misconduct and breach of the terms of your employment.

We look forward to having you in our team and our mutual success.

Yours sincerely,



Senthil Velmurugan K
Director, Human Resources

Accepted _____
Rohan N
(Signature & Date)

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 431 7000

www.visionetsystems.com



Annexure I: Compensation Break-Up

Name	Rohan N	
Designation	Junior Software Engineer	
Particulars	Monthly (INR)	Annual (INR)
Fixed Components		
Basic Salary	6,551	78,607
House Rent Allowance(HRA)	3,276	39,312
Special Allowance	4,150	49,799
Transport Allowance	2,400	28,800
Company Contributions		
Provident Fund	787	9,444
ESIC Contribution	533	6,396
Gratuity	316	3,792
Medical Insurance Premium	750	9,000
ANNUAL TOTAL COST TO THE COMPANY		2,25,150

Notes:

Transport Allowance: You will not be eligible for the 'Transport allowance', if you use the company provided transport facility.

Yours sincerely,



Senthil Velmurugan K
Director, Human Resources

Accepted _____
Rohan N
(Signature & Date)

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 451 7000

www.visionetsystems.com



March 30th, 2021

Shikha S Nambiar,
Bangalore

Offer Letter

Dear Shikha S Nambiar,

Congratulations! Subsequent to our discussions, we are pleased to offer you the position of “**Junior Software Engineer**” with Visionet Systems Pvt. Ltd. at our **Bangalore** office. Your date of joining shall be **on or before June 07th, 2021**.

The detailed break-up of your compensation and the incentive structure is provided in the Annexure. The terms of the offer shall be included in your appointment letter, which will be issued upon your joining the company.

You have been offered on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

This offer will be valid subject to successful clearance of your pre-employment background verification and reference checks. Your written consent and requisite copies of documents are necessary to complete the pre-employment check. You are requested to complete the submission of requisite documents for the pre-employment background check within two business days from the date of acceptance of our offer of employment.

If you decide to accept the offer, please send us your written confirmation **on or before April 1st, 2021** post this date, this offer will automatically stand canceled. The date of joining may change subject to unforeseen events including Act of God, Lockdown, Pandemic and/or any of the Force Majeure event as explained in clause vi.

By accepting this offer, you are confirming that:

- i. You have terminated or in the process of termination of your employment with your previous/current employer (if any) in compliance with their terms and conditions.
- ii. There are no contractual obligations with respect to your earlier contracts that would prevent you from delivering your responsibilities with the company or taking up this position with this company.
- iii. The company is not liable for any past dues owed by you due to the termination of any previous employment.
- iv. You are not bringing in any Intellectual Property that you do not have sole ownership of.

General Provisions:

- i. **Amendment:** This Offer Letter may be amended or modified only by writing signed by both the parties.
- ii. **Assignment:** This Offer Letter may be assigned by the Company to any successor to its business or operations. Your rights hereunder may not be transferred by you except by will or by the laws of descent and distribution and except insofar as applicable law may otherwise require. Any purported assignment in violation of the preceding sentence shall be void.
- iii. **Non-Disparagement:** You will not disparage the Company or any of its affiliates, directors, officers, employees or other representatives in any manner and will in all respects avoid any negative criticism of the Company.

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 451 7000


www.visionetsystems.com



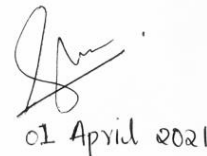
- iv. **Devote time:** You agree to devote all of your business time and attention to the business and affairs of the Company and to discharging the responsibilities assigned to you. This shall not preclude you engaging in charitable activities and community affairs, and managing your personal affairs, so long as these activities do not interfere with the performance of your duties and responsibilities as the Company's bonafide employee.
- v. **Accountable for Social Conduct:** If you commits any act or become involved in any situation, or occurrence, which degrades you in society, or brings you into public disrepute, contempt, scandal or ridicule, or which justifiably shocks, insults or offends the community, or which reflects negatively upon you , the Company, a sponsor or a licensee of the Company's stations, or if publicity is given to any such conduct, commission or involvement on the part of you, which occurred prior to the date of this Agreement, the Company shall have the right to revoke the Offer Letter immediately.
- vi. **Force Majeure:** If during the period of issuing the Offer letter, due to labour disputes, government regulations, or because of the failure of broadcasting facilities due to war or other calamity, pandemic (collectively, "Force Majeure") the Company in good faith believes it is unable to utilize your services, the Company shall have the right to suspend the Offer Letter for the duration of such Force Majeure, or for any part thereof, and no compensation will be paid or accrue to you during any such period of suspension; provided that such suspension shall end as soon as such Force Majeure terminates.
- vii. **Verification of Details:** This offer is provisional to the verification of details furnished by you during the discussions and interviews held so far. If any of these details are found to be incorrect or falsified at any point of time during your employment, this offer letter, and/or subsequent employment status stands cancelled with immediate effect.
- viii. **Non-Disclosure:** You agree to sign and be bound by the terms of the Non-Disclosure, Non Solicitation and Non-Competition Agreement required to be signed by you during the term of your employment with the Company and at all times thereafter. You also hereby agree to comply with the terms of any policies of the Company relating to the protection of confidential information from time to time. You are also required to strictly maintain as confidential and not divulge or communicate in any manner, any information regarding your remuneration/terms of employment to any other employee of the Company except your immediate superior. Any disclosure of confidential information will be considered serious misconduct and breach of the terms of your employment.

We look forward to having you in our team and our mutual success.

Yours sincerely,



Senthil Velmurugan K
Director, Human Resources



01 April 2021

Accepted _____
Shikha S Nambiar
01 April 2021

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 451 7000

www.visionetsystems.com



Annexure I: Compensation Break-Up

Name	Shikha S Nambiar	
Designation	Junior Software Engineer	
Particulars	Monthly (INR)	Annual (INR)
Fixed Components		
Basic Salary	6,551	78,607
House Rent Allowance(HRA)	3,276	39,312
Special Allowance	4,150	49,799
Transport Allowance	2,400	28,800
Company Contributions		
Provident Fund	787	9,444
ESIC Contribution	533	6,396
Gratuity	316	3,792
Medical Insurance Premium	750	9,000
ANNUAL TOTAL COST TO THE COMPANY		2,25,150

Notes:

Transport Allowance: You will not be eligible for the 'Transport allowance', if you use the company provided transport facility.

Yours sincerely,



Senthil Velmurugan K
Director, Human Resources



01 April 2021

Accepted _____
Shikha S Nambiar
01 April 2021

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 451 7000

www.visionetsystems.com



March 30th, 2021

Vadala Madhu Srinivasulu,
Bangalore

Offer Letter

Dear Vadala Madhu Srinivasulu,

Congratulations! Subsequent to our discussions, we are pleased to offer you the position of “Junior Software Engineer” with Visionet Systems Pvt. Ltd. at our **Bangalore** office. Your date of joining shall be **on or before June 07th, 2021**.

The detailed break-up of your compensation and the incentive structure is provided in the Annexure. The terms of the offer shall be included in your appointment letter, which will be issued upon your joining the company.

You have been offered on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

This offer will be valid subject to successful clearance of your pre-employment background verification and reference checks. Your written consent and requisite copies of documents are necessary to complete the pre-employment check. You are requested to complete the submission of requisite documents for the pre-employment background check within two business days from the date of acceptance of our offer of employment.

If you decide to accept the offer, please send us your written confirmation **on or before April 1st, 2021** post this date, this offer will automatically stand canceled. The date of joining may change subject to unforeseen events including Act of God, Lockdown, Pandemic and/or any of the Force Majeure event as explained in clause vi.

By accepting this offer, you are confirming that:

- i. You have terminated or in the process of termination of your employment with your previous/current employer (if any) in compliance with their terms and conditions.
- ii. There are no contractual obligations with respect to your earlier contracts that would prevent you from delivering your responsibilities with the company or taking up this position with this company.
- iii. The company is not liable for any past dues owed by you due to the termination of any previous employment.
- iv. You are not bringing in any Intellectual Property that you do not have sole ownership of.

General Provisions:

- i. **Amendment:** This Offer Letter may be amended or modified only by writing signed by both the parties.
- ii. **Assignment:** This Offer Letter may be assigned by the Company to any successor to its business or operations. Your rights hereunder may not be transferred by you except by will or by the laws of descent and distribution and except insofar as applicable law may otherwise require. Any purported assignment in violation of the preceding sentence shall be void.
- iii. **Non-Disparagement:** You will not disparage the Company or any of its affiliates, directors, officers, employees or other representatives in any manner and will in all respects avoid any negative criticism of the Company.

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 434 7000

www.visionetsystems.com



- iv. **Devote time:** You agree to devote all of your business time and attention to the business and affairs of the Company and to discharging the responsibilities assigned to you. This shall not preclude you engaging in charitable activities and community affairs, and managing your personal affairs, so long as these activities do not interfere with the performance of your duties and responsibilities as the Company's bonafide employee.
- v. **Accountable for Social Conduct:** If you commits any act or become involved in any situation, or occurrence, which degrades you in society, or brings you into public disrepute, contempt, scandal or ridicule, or which justifiably shocks, insults or offends the community, or which reflects negatively upon you , the Company, a sponsor or a licensee of the Company's stations, or if publicity is given to any such conduct, commission or involvement on the part of you, which occurred prior to the date of this Agreement, the Company shall have the right to revoke the Offer Letter immediately.
- vi. **Force Majeure:** If during the period of issuing the Offer letter, due to labour disputes, government regulations, or because of the failure of broadcasting facilities due to war or other calamity, pandemic (collectively, "Force Majeure") the Company in good faith believes it is unable to utilize your services, the Company shall have the right to suspend the Offer Letter for the duration of such Force Majeure, or for any part thereof, and no compensation will be paid or accrue to you during any such period of suspension; provided that such suspension shall end as soon as such Force Majeure terminates.
- vii. **Verification of Details:** This offer is provisional to the verification of details furnished by you during the discussions and interviews held so far. If any of these details are found to be incorrect or falsified at any point of time during your employment, this offer letter, and/or subsequent employment status stands cancelled with immediate effect.
- viii. **Non-Disclosure:** You agree to sign and be bound by the terms of the Non-Disclosure, Non Solicitation and Non-Competition Agreement required to be signed by you during the term of your employment with the Company and at all times thereafter. You also hereby agree to comply with the terms of any policies of the Company relating to the protection of confidential information from time to time. You are also required to strictly maintain as confidential and not divulge or communicate in any manner, any information regarding your remuneration/terms of employment to any other employee of the Company except your immediate superior. Any disclosure of confidential information will be considered serious misconduct and breach of the terms of your employment.

We look forward to having you in our team and our mutual success.

Yours sincerely,



Senthil Velmurugan K
Director, Human Resources

Accepted _____
Vadala Madhu Srinivasulu
(Signature & Date)

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 431 7000

www.visionetsystems.com



Annexure I: Compensation Break-Up

Name	Vadala Madhu Srinivasulu	
Designation	Junior Software Engineer	
Particulars	Monthly (INR)	Annual (INR)
Fixed Components		
Basic Salary	6,551	78,607
House Rent Allowance(HRA)	3,276	39,312
Special Allowance	4,150	49,799
Transport Allowance	2,400	28,800
Company Contributions		
Provident Fund	787	9,444
ESIC Contribution	533	6,396
Gratuity	316	3,792
Medical Insurance Premium	750	9,000
ANNUAL TOTAL COST TO THE COMPANY		2,25,150

Notes:

Transport Allowance: You will not be eligible for the 'Transport allowance', if you use the company provided transport facility.

Yours sincerely,



Senthil Velmurugan K
Director, Human Resources

Accepted _____
Vadala Madhu Srinivasulu
(Signature & Date)

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 451 7000

www.visionetsystems.com



March 30th, 2021

Atul Dhiman,
Bangalore

Offer Letter

Dear Atul Dhiman,

Congratulations! Subsequent to our discussions, we are pleased to offer you the position of "Junior Software Engineer" with Visionet Systems Pvt. Ltd. at our Bangalore office. Your date of joining shall be on or before June 07th, 2021.

The detailed break-up of your compensation and the incentive structure is provided in the Annexure. The terms of the offer shall be included in your appointment letter, which will be issued upon your joining the company.

You have been offered on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

This offer will be valid subject to successful clearance of your pre-employment background verification and reference checks. Your written consent and requisite copies of documents are necessary to complete the pre-employment check. You are requested to complete the submission of requisite documents for the pre-employment background check within two business days from the date of acceptance of our offer of employment.

If you decide to accept the offer, please send us your written confirmation on or before April 1st, 2021 post this date, this offer will automatically stand canceled. The date of joining may change subject to unforeseen events including Act of God, Lockdown, Pandemic and/or any of the Force Majeure event as explained in clause vi.

By accepting this offer, you are confirming that:

- i. You have terminated or in the process of termination of your employment with your previous/current employer (if any) in compliance with their terms and conditions.
- ii. There are no contractual obligations with respect to your earlier contracts that would prevent you from delivering your responsibilities with the company or taking up this position with this company.
- iii. The company is not liable for any past dues owed by you due to the termination of any previous employment.
- iv. You are not bringing in any Intellectual Property that you do not have sole ownership of.

General Provisions:

- i. **Amendment:** This Offer Letter may be amended or modified only by writing signed by both the parties.
- ii. **Assignment:** This Offer Letter may be assigned by the Company to any successor to its business or operations. Your rights hereunder may not be transferred by you except by will or by the laws of descent and distribution and except insofar as applicable law may otherwise require. Any purported assignment in violation of the preceding sentence shall be void.
- iii. **Non-Disparagement:** You will not disparage the Company or any of its affiliates, directors, officers, employees or other representatives in any manner and will in all respects avoid any negative criticism of the Company.

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 454 7700

www.visionetsystems.com



VISIONET

- iv. **Devote time:** You agree to devote all of your business time and attention to the business and affairs of the Company and to discharging the responsibilities assigned to you. This shall not preclude you engaging in charitable activities and community affairs, and managing your personal affairs, so long as these activities do not interfere with the performance of your duties and responsibilities as the Company's bonafide employee.
- v. **Accountable for Social Conduct:** If you commits any act or become involved in any situation, or occurrence, which degrades you in society, or brings you into public disrepute, contempt, scandal or ridicule, or which justifiably shocks, insults or offends the community, or which reflects negatively upon you, the Company, a sponsor or a licensee of the Company's stations, or if publicity is given to any such conduct, commission or involvement on the part of you, which occurred prior to the date of this Agreement, the Company shall have the right to revoke the Offer Letter immediately.
- vi. **Force Majeure:** If during the period of issuing the Offer letter, due to labour disputes, government regulations, or because of the failure of broadcasting facilities due to war or other calamity, pandemic (collectively, "Force Majeure") the Company in good faith believes it is unable to utilize your services, the Company shall have the right to suspend the Offer Letter for the duration of such Force Majeure, or for any part thereof, and no compensation will be paid or accrue to you during any such period of suspension; provided that such suspension shall end as soon as such Force Majeure terminates.
- vii. **Verification of Details:** This offer is provisional to the verification of details furnished by you during the discussions and interviews held so far. If any of these details are found to be incorrect or falsified at any point of time during your employment, this offer letter, and/or subsequent employment status stands cancelled with immediate effect.
- viii. **Non-Disclosure:** You agree to sign and be bound by the terms of the Non-Disclosure, Non Solicitation and Non-Competition Agreement required to be signed by you during the term of your employment with the Company and at all times thereafter. You also hereby agree to comply with the terms of any policies of the Company relating to the protection of confidential information from time to time. You are also required to strictly maintain as confidential and not divulge or communicate in any manner, any information regarding your remuneration/terms of employment to any other employee of the Company except your immediate superior. Any disclosure of confidential information will be considered serious misconduct and breach of the terms of your employment.

We look forward to having you in our team and our mutual success.

Yours sincerely,



Senthil Velmurugan K
Director, Human Resources

Accepted



Atul Dhiman
(Signature & Date)

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel : +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 454 7700

www.visionetsystems.com



Annexure I: Compensation Break-Up

Name	Atul Dhiman	
Designation	Junior Software Engineer	
Particulars	Monthly (INR)	Annual (INR)
Fixed Components		
Basic Salary	6,551	78,607
House Rent Allowance(HRA)	3,276	39,312
Special Allowance	4,150	49,799
Transport Allowance	2,400	28,800
Company Contributions		
Provident Fund	787	9,444
ESIC Contribution	533	6,396
Gratuity	316	3,792
Medical Insurance Premium	750	9,000
ANNUAL TOTAL COST TO THE COMPANY		2,25,150

Notes:

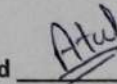
Transport Allowance: You will not be eligible for the 'Transport allowance', if you use the company provided transport facility.

Yours sincerely,



Senthil Velmurugan K
Director, Human Resources

Accepted



Atul Dhiman
(Signature & Date)

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000

Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 454 7700

www.visionetsystems.com



March 30th, 2021

Nandini V S,
Bangalore

Offer Letter

Dear Nandini V S,

Congratulations! Subsequent to our discussions, we are pleased to offer you the position of "Junior Software Engineer" with Visionet Systems Pvt. Ltd. at our Bangalore office. Your date of joining shall be **on or before June 07th, 2021**.

The detailed break-up of your compensation and the incentive structure is provided in the Annexure. The terms of the offer shall be included in your appointment letter, which will be issued upon your joining the company.

You have been offered on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

This offer will be valid subject to successful clearance of your pre-employment background verification and reference checks. Your written consent and requisite copies of documents are necessary to complete the pre-employment check. You are requested to complete the submission of requisite documents for the pre-employment background check within two business days from the date of acceptance of our offer of employment.

If you decide to accept the offer, please send us your written confirmation **on or before April 1st, 2021** post this date, this offer will automatically stand canceled. The date of joining may change subject to unforeseen events including Act of God, Lockdown, Pandemic and/or any of the Force Majeure event as explained in clause vi.

By accepting this offer, you are confirming that:

- i. You have terminated or in the process of termination of your employment with your previous/current employer (if any) in compliance with their terms and conditions.
- ii. There are no contractual obligations with respect to your earlier contracts that would prevent you from delivering your responsibilities with the company or taking up this position with this company.
- iii. The company is not liable for any past dues owed by you due to the termination of any previous employment.
- iv. You are not bringing in any Intellectual Property that you do not have sole ownership of.

General Provisions:

- i. **Amendment:** This Offer Letter may be amended or modified only by writing signed by both the parties.
- ii. **Assignment:** This Offer Letter may be assigned by the Company to any successor to its business or operations. Your rights hereunder may not be transferred by you except by will or by the laws of descent and distribution and except insofar as applicable law may otherwise require. Any purported assignment in violation of the preceding sentence shall be void.
- iii. **Non-Disparagement:** You will not disparage the Company or any of its affiliates, directors, officers, employees or other representatives in any manner and will in all respects avoid any negative criticism of the Company.

Visionet Systems Private Limited

Registered Office : AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6669 0000
Branch Office : Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA. Tel : +91 422 454 7700

www.visionetsystems.com

Sanne
REGISTRAR
PRESIDENCY UNIVERSITY
Bangalore

- iv. **Devote time:** You agree to devote all of your business time and attention to the business and affairs of the Company and to discharging the responsibilities assigned to you. This shall not preclude you engaging in charitable activities and community affairs, and managing your personal affairs, so long as these activities do not interfere with the performance of your duties and responsibilities as the Company's bonafide employee.
- v. **Accountable for Social Conduct:** If you commits any act or become involved in any situation, or occurrence, which degrades you in society, or brings you into public disrepute, contempt, scandal or ridicule, or which justifiably shocks, insults or offends the community, or which reflects negatively upon you, the Company, a sponsor or a licensee of the Company's stations, or if publicity is given to any such conduct, commission or involvement on the part of you, which occurred prior to the date of this Agreement, the Company shall have the right to revoke the Offer Letter immediately.
- vi. **Force Majeure:** If during the period of issuing the Offer letter, due to labour disputes, government regulations, or because of the failure of broadcasting facilities due to war or other calamity, pandemic (collectively, "Force Majeure") the Company in good faith believes it is unable to utilize your services, the Company shall have the right to suspend the Offer Letter for the duration of such Force Majeure, or for any part thereof, and no compensation will be paid or accrue to you during any such period of suspension; provided that such suspension shall end as soon as such Force Majeure terminates.
- vii. **Verification of Details:** This offer is provisional to the verification of details furnished by you during the discussions and interviews held so far. If any of these details are found to be incorrect or falsified at any point of time during your employment, this offer letter, and/or subsequent employment status stands cancelled with immediate effect.
- viii. **Non-Disclosure:** You agree to sign and be bound by the terms of the Non-Disclosure, Non Solicitation and Non-Competition Agreement required to be signed by you during the term of your employment with the Company and at all times thereafter. You also hereby agree to comply with the terms of any policies of the Company relating to the protection of confidential information from time to time. You are also required to strictly maintain as confidential and not divulge or communicate in any manner, any information regarding your remuneration/terms of employment to any other employee of the Company except your immediate superior. Any disclosure of confidential information will be considered serious misconduct and breach of the terms of your employment.

We look forward to having you in our team and our mutual success.

Yours sincerely,



Senthil Velmurugan K
Director, Human Resources

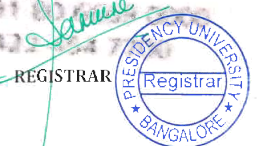
Accepted _____

Nandini V S
31/3/2021
Nandini V S
(Signature & Date)

Visionet Systems Private Limited

Registered Office - AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA. Tel: +91 80 6666 6666
Branch Office - Module # 105, TIDEL Park, ELCOOT/SEZ, Combatores - 641 014, INDIA. Tel: +91 42 2222 2222

www.visionetsystems.com



Annexure I: Compensation Break-Up

Name	Nandini V S	
Designation	Junior Software Engineer	
Particulars	Monthly (INR)	Annual (INR)
Fixed Components		
Basic Salary	6,551	78,607
House Rent Allowance(HRA)	3,276	39,312
Special Allowance	4,150	49,799
Transport Allowance	2,400	28,800
Company Contributions		
Provident Fund	787	9,444
ESIC Contribution	533	6,396
Gratuity	316	3,792
Medical Insurance Premium	750	9,000
ANNUAL TOTAL COST TO THE COMPANY		2,25,150

Notes:

Transport Allowance: You will not be eligible for the 'Transport allowance', if you use the company provided transport facility.

Yours sincerely,



Senthil Velmurugan K
Director, Human Resources

Accepted

Nandini V S
31/3/2021

Nandini V S
(Signature & Date)

Visionet Systems Private Limited

Registered Office: AMR Tech Park, # 23 & 24, Hosur Main Road, Bangalore - 560 068, INDIA Tel: +91 80 6669 0000
Branch Office: Module # 105, TIDEL Park, ELCOT/SEZ, Coimbatore - 641 014, INDIA Tel: +91 426 454 7000

www.visionetsystems.com

REGISTRAR



PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 4/15/2021 10:00 AM

To: ANURADHA R<201710100248@presidencyuniversity.in>

Dear ANURADHA 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. 18000/- per month .(including PF)

You are requested to join on 19th Apr 2021 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

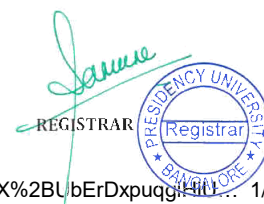
Human Resource

PULSUS Healthtech

Chennai | Vizag | Gurgaon

E: chennaihr@pulsus.com; rasmi_nayak@pulsus.co.in

T: 044 6625 2600 Ext 2609



Disclaimer: This message is confidential. It may also be privileged or otherwise protected by work product immunity or other legal rules. This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received it by mistake, please let us know by e-mail reply and delete it from your system; you may not copy this message or disclose its contents to anyone. The views, opinions, conclusions and other information expressed in this electronic mail are not given or endorsed by the company unless otherwise indicated by an authorized representative independent of this message..


REGISTRAR 

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

PULSUS and its subsidiaries including OMICS International and PULSUS Organizes 300+ Conferences across USA, Europe & Asia with support from 1000 more scientific societies and Publishes 70+ Open Access Journals which contains over 50000 eminent personalities, reputed scientists as editorial board members.

PULSUS Health Tech is an organization that amalgamates Open Access Publications and International science events for the benefit of the global scientific community. The organization was established in the year 2007 with the sole aim of providing a platform for "Open Access" to the research information pertaining to diversified fields of Science and technology.

PULSUS Health Tech publishes scholarly journals that can be easily accessed online without paying any subscription charges. PULSUS Health Tech plays an instrumental role in expanding the reach of research data in the real time, which in turn helps in furthering the research. Research Scholars, Students, Libraries, Educational Institutions, Research centers and industries are the main stakeholders that are benefited from open access to research data.

PULSUS Health Tech also organizes 300+ International conferences across the globe, where knowledge transfer takes place through debates, round table discussions, poster presentations, workshops, symposia and exhibitions. Additionally, PULSUS Health Tech also organizes Science Congress, World Summits, and International science conferences in India, USA, Dubai, Australia and Europe. These conferences attract world renowned personalities, scientists, entrepreneurs, budding scientists, students and policy makers.

These conferences are aimed at providing a common platform for scientists, researchers, policy makers and students to brainstorm the recent research ideas. It also serves as a stage where the public private partnerships, academic and industry collaborations materializes, leading to great research and academic innovations. Students and scholars through these conferences meet peer researchers in their respective fields.

The conferences promote knowledge dissemination by providing opportunity to researchers and scientists to present their research findings and have a face to face interaction with fellow researchers working on the same or related scientific disciplines. The papers presented in these international conferences are published in the respective PULSUS Health Tech Journals.

The Conference division of PULSUS Health Tech hosts 300+ annual International workshops and symposiums, Exhibitions, and trade shows in various parts of the world. These events provide opportunities for conducting B2B meetings, creating networks and collaborations, as well as encouraging entrepreneurship activities with the sole aim of furtherance of scientific development.

Brief about the Company: www.pulsus.com

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ
1/124, Shivaji garden, Moonlight stop
Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

Job Duties

- Coordinates program related events such as workshops, symposia, national and international Scientific Events etc
- Designing scientific/technical sessions for the conference.
- Invite professors, Assistant, Associate from Universities
- Directors, Managers and Executive from Reputed companies throughout the world
- Be a main point of contact for Program chairs, session chairs, scientific committee and invited speakers
- Conference content/for all conference related communications, Content Marketing or Content Manager
- Forming organizing committee and scientific squad with top quality scientists on the particular research
- More intellectual in using scientific knowledge and footing on current scientific inventions
- Adopt/attain information on new finding in the all related research fields regularly
- To make event successful by providing fruitful information to the scientific community
- Plan and execute all web, SEO/SEM, marketing database, email, social media and display advertising campaigns

Job Requirements

- Bachelor/Master degree in Science/Pharma/Biotechnology
- Research ideas and facts pertinent to the type of content/topic assigned
- Excellent communication and listening skills
- The ability to handle complex information clearly and simply
- Good sales and negotiation skills
- Plenty of drive, initiative and motivation
- An honest and trustworthy manner
- Attention to detail, the ability to analyze and research information
- Develop ideas derived from online/offline research and organize the same on paper or computer applications
- Highly creative with in identifying target inform and motivate
- Knowledge in optimizing landing pages
- Strong analytical skills and data-driven thinking
- Up-to-date with the latest trends and best practices in online marketing and measurement

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ
1/124, Shivaji garden, Moonlight stop
Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

Qualifications Required

UG -B. Pharma - Pharmacy

B. Tech/B.E - Bio-Chemistry/Bio-Technology, Biomedical, Environmental,

PG - M. Tech - Bio-Chemistry/Bio-Technology, Biomedical, M Pharmacy, Microbiology and all life sciences candidates

Job Opening

Trainee Scientific Relations

On Job Trainee

Program Coordinator

Location

CHENNAI

Salary Package

Consults Trainee - 1.7 Lakhs/Year + Yearly Incentives Policy

On Job Trainee - 2 Lakhs/Year + Yearly Incentives Policy

Trainee Scientific Relations/Program Coordinator - 2.8 Lakhs/Year + Yearly Incentives Policy

CONTACT US:

HR Department

PULSUS HEALTH TECH LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram

Chennai-600 089

T: 87637 65693

Email: chennaihr@pulsus.com

PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 4/15/2021 10:05AM

To: CHANDINI N <201710100335 @presidencyuniversity.in>

Dear CHANDINI N

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. 18000/- per month .(including PF)

You are requested to join on 19th Apr 2021 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



Disclaimer: This message is confidential. It may also be privileged or otherwise protected by work product immunity or other legal rules. This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received it by mistake, please let us know by e-mail reply and delete it from your system; you may not copy this message or disclose its contents to anyone. The views, opinions, conclusions and other information expressed in this electronic mail are not given or endorsed by the company unless otherwise indicated by an authorized representative independent of this message..


REGISTRAR 

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

PULSUS and its subsidiaries including OMICS International and PULSUS Organizes 300+ Conferences across USA, Europe & Asia with support from 1000 more scientific societies and Publishes 70+ Open Access Journals which contains over 50000 eminent personalities, reputed scientists as editorial board members.

PULSUS Health Tech is an organization that amalgamates Open Access Publications and International science events for the benefit of the global scientific community. The organization was established in the year 2007 with the sole aim of providing a platform for "Open Access" to the research information pertaining to diversified fields of Science and technology.

PULSUS Health Tech publishes scholarly journals that can be easily accessed online without paying any subscription charges. PULSUS Health Tech plays an instrumental role in expanding the reach of research data in the real time, which in turn helps in furthering the research. Research Scholars, Students, Libraries, Educational Institutions, Research centers and industries are the main stakeholders that are benefited from open access to research data.

PULSUS Health Tech also organizes 300+ International conferences across the globe, where knowledge transfer takes place through debates, round table discussions, poster presentations, workshops, symposia and exhibitions. Additionally, PULSUS Health Tech also organizes Science Congress, World Summits, and International science conferences in India, USA, Dubai, Australia and Europe. These conferences attract world renowned personalities, scientists, entrepreneurs, budding scientists, students and policy makers.

These conferences are aimed at providing a common platform for scientists, researchers, policy makers and students to brainstorm the recent research ideas. It also serves as a stage where the public private partnerships, academic and industry collaborations materializes, leading to great research and academic innovations. Students and scholars through these conferences meet peer researchers in their respective fields.

The conferences promote knowledge dissemination by providing opportunity to researchers and scientists to present their research findings and have a face to face interaction with fellow researchers working on the same or related scientific disciplines. The papers presented in these international conferences are published in the respective PULSUS Health Tech Journals.

The Conference division of PULSUS Health Tech hosts 300+ annual International workshops and symposiums, Exhibitions, and trade shows in various parts of the world. These events provide opportunities for conducting B2B meetings, creating networks and collaborations, as well as encouraging entrepreneurship activities with the sole aim of furtherance of scientific development.

Brief about the Company: www.pulsus.com

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ
1/124, Shivaji garden, Moonlight stop
Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

Job Duties

- Coordinates program related events such as workshops, symposia, national and international Scientific Events etc
- Designing scientific/technical sessions for the conference.
- Invite professors, Assistant, Associate from Universities
- Directors, Managers and Executive from Reputed companies throughout the world
- Be a main point of contact for Program chairs, session chairs, scientific committee and invited speakers
- Conference content/for all conference related communications, Content Marketing or Content Manager
- Forming organizing committee and scientific squad with top quality scientists on the particular research
- More intellectual in using scientific knowledge and footing on current scientific inventions
- Adopt/attain information on new finding in the all related research fields regularly
- To make event successful by providing fruitful information to the scientific community
- Plan and execute all web, SEO/SEM, marketing database, email, social media and display advertising campaigns

Job Requirements

- Bachelor/Master degree in Science/Pharma/Biotechnology
- Research ideas and facts pertinent to the type of content/topic assigned
- Excellent communication and listening skills
- The ability to handle complex information clearly and simply
- Good sales and negotiation skills
- Plenty of drive, initiative and motivation
- An honest and trustworthy manner
- Attention to detail, the ability to analyze and research information
- Develop ideas derived from online/offline research and organize the same on paper or computer applications
- Highly creative with in identifying target inform and motivate
- Knowledge in optimizing landing pages
- Strong analytical skills and data-driven thinking
- Up-to-date with the latest trends and best practices in online marketing and measurement

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ
1/124, Shivaji garden, Moonlight stop
Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

Qualifications Required

UG -B. Pharma - Pharmacy

B. Tech/B.E - Bio-Chemistry/Bio-Technology, Biomedical, Environmental,

PG - M. Tech - Bio-Chemistry/Bio-Technology, Biomedical, M Pharmacy, Microbiology and all life sciences candidates

Job Opening

Trainee Scientific Relations

On Job Trainee

Program Coordinator

Location

CHENNAI

Salary Package

Consults Trainee - 1.7 Lakhs/Year + Yearly Incentives Policy

On Job Trainee - 2 Lakhs/Year + Yearly Incentives Policy

Trainee Scientific Relations/Program Coordinator - 2.8 Lakhs/Year + Yearly Incentives Policy

CONTACT US:

HR Department

PULSUS HEALTH TECH LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram

Chennai-600 089

T: 87637 65693

Email: chennaihr@pulsus.com

PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 4/15/2021 10:10AM

To: KURUPATI CHITRAKALA <201710100508 @presidencyuniversity.in>

Dear KURUPATI CHITRAKALA

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. 18000/- per month .(including PF)

You are requested to join on 19th Apr 2021 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

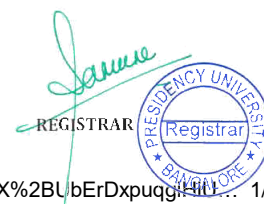
Human Resource

PULSUS Healthtech

Chennai | Vizag | Gurgaon

E: chennaihr@pulsus.com; rasmi_nayak@pulsus.co.in

T: 044 6625 2600 Ext 2609



Disclaimer: This message is confidential. It may also be privileged or otherwise protected by work product immunity or other legal rules. This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received it by mistake, please let us know by e-mail reply and delete it from your system; you may not copy this message or disclose its contents to anyone. The views, opinions, conclusions and other information expressed in this electronic mail are not given or endorsed by the company unless otherwise indicated by an authorized representative independent of this message..


REGISTRAR 

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

PULSUS and its subsidiaries including OMICS International and PULSUS Organizes 300+ Conferences across USA, Europe & Asia with support from 1000 more scientific societies and Publishes 70+ Open Access Journals which contains over 50000 eminent personalities, reputed scientists as editorial board members.

PULSUS Health Tech is an organization that amalgamates Open Access Publications and International science events for the benefit of the global scientific community. The organization was established in the year 2007 with the sole aim of providing a platform for "Open Access" to the research information pertaining to diversified fields of Science and technology.

PULSUS Health Tech publishes scholarly journals that can be easily accessed online without paying any subscription charges. PULSUS Health Tech plays an instrumental role in expanding the reach of research data in the real time, which in turn helps in furthering the research. Research Scholars, Students, Libraries, Educational Institutions, Research centers and industries are the main stakeholders that are benefited from open access to research data.

PULSUS Health Tech also organizes 300+ International conferences across the globe, where knowledge transfer takes place through debates, round table discussions, poster presentations, workshops, symposia and exhibitions. Additionally, PULSUS Health Tech also organizes Science Congress, World Summits, and International science conferences in India, USA, Dubai, Australia and Europe. These conferences attract world renowned personalities, scientists, entrepreneurs, budding scientists, students and policy makers.

These conferences are aimed at providing a common platform for scientists, researchers, policy makers and students to brainstorm the recent research ideas. It also serves as a stage where the public private partnerships, academic and industry collaborations materializes, leading to great research and academic innovations. Students and scholars through these conferences meet peer researchers in their respective fields.

The conferences promote knowledge dissemination by providing opportunity to researchers and scientists to present their research findings and have a face to face interaction with fellow researchers working on the same or related scientific disciplines. The papers presented in these international conferences are published in the respective PULSUS Health Tech Journals.

The Conference division of PULSUS Health Tech hosts 300+ annual International workshops and symposiums, Exhibitions, and trade shows in various parts of the world. These events provide opportunities for conducting B2B meetings, creating networks and collaborations, as well as encouraging entrepreneurship activities with the sole aim of furtherance of scientific development.

Brief about the Company: www.pulsus.com

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ
1/124, Shivaji garden, Moonlight stop
Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

Job Duties

- Coordinates program related events such as workshops, symposia, national and international Scientific Events etc
- Designing scientific/technical sessions for the conference.
- Invite professors, Assistant, Associate from Universities
- Directors, Managers and Executive from Reputed companies throughout the world
- Be a main point of contact for Program chairs, session chairs, scientific committee and invited speakers
- Conference content/for all conference related communications, Content Marketing or Content Manager
- Forming organizing committee and scientific squad with top quality scientists on the particular research
- More intellectual in using scientific knowledge and footing on current scientific inventions
- Adopt/attain information on new finding in the all related research fields regularly
- To make event successful by providing fruitful information to the scientific community
- Plan and execute all web, SEO/SEM, marketing database, email, social media and display advertising campaigns

Job Requirements

- Bachelor/Master degree in Science/Pharma/Biotechnology
- Research ideas and facts pertinent to the type of content/topic assigned
- Excellent communication and listening skills
- The ability to handle complex information clearly and simply
- Good sales and negotiation skills
- Plenty of drive, initiative and motivation
- An honest and trustworthy manner
- Attention to detail, the ability to analyze and research information
- Develop ideas derived from online/offline research and organize the same on paper or computer applications
- Highly creative with in identifying target inform and motivate
- Knowledge in optimizing landing pages
- Strong analytical skills and data-driven thinking
- Up-to-date with the latest trends and best practices in online marketing and measurement

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ
1/124, Shivaji garden, Moonlight stop
Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

Qualifications Required

UG -B. Pharma - Pharmacy

B. Tech/B.E - Bio-Chemistry/Bio-Technology, Biomedical, Environmental,

PG - M. Tech - Bio-Chemistry/Bio-Technology, Biomedical, M Pharmacy, Microbiology and all life sciences candidates

Job Opening

Trainee Scientific Relations

On Job Trainee

Program Coordinator

Location

CHENNAI

Salary Package

Consults Trainee - 1.7 Lakhs/Year + Yearly Incentives Policy

On Job Trainee - 2 Lakhs/Year + Yearly Incentives Policy

Trainee Scientific Relations/Program Coordinator - 2.8 Lakhs/Year + Yearly Incentives Policy

CONTACT US:

HR Department

PULSUS HEALTH TECH LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram

Chennai-600 089

T: 87637 65693

Email: chennaihr@pulsus.com



You Are Awesome!

Offer Letter

Six Dee Telecom Solutions

Naveen Basavaraj Tavaragondi
9741139125
naveen.tavaragondi02@gmail.com

29-April-2021

Dear Naveen Basavaraj Tavaragondi,

We welcome you to **Six Dee Telecom Solutions Private Limited** also known as **6D Technologies**. We are confident that we will build a long and mutually rewarding career together. We believe that it is individuals like you who can along with all of us build a world-class company. The guiding principle behind our endeavour to succeed emanates from three key words - "Bright, Confident and Active".

We sincerely hope that you will grow with us.

Enclosed please find your employment letter and other relevant details about your general responsibilities.

Duties

You must provide your services exclusively to the Company.

You will promote and expand the business of the Company.

You are expected to comply with all the Company's rules, policies and procedures from time to time in force.

You may be required to undertake other duties from time to time as the Company may reasonably require. If your duties or position with the Company changes for any reason, then the terms of this Letter will continue to apply, unless expressly varied by the parties in writing.

During the course of your employment you are expected, at all times, to maintain professional and responsible standards of conduct/behaviour, attendance and performance.

In particular you will agree to keep and maintain adequate and current records (in the form of notes, minutes of meetings, sketches, drawings and in any other form that may be required by the Company) of the work being undertaken by yourself (including all inventions and proprietary information as necessary under the Employee Proprietary Information, Inventions and Non-Competition Agreement). You agree that such records shall be available to and remain the sole property of the Company at all times.

COMMENCEMENT DATE

We would like you to start work as soon as you are free to do so. Please contact **Dipti Yadav** on your start date (will be communicated).

GROSS SALARY

We would like to extend our offer to you to join **Six Dee Telecom Solutions Private Limited**, at our **Bangalore** office as **Implementation Engineer**. Your total cost to company will be **INR 240000 per annum**. Details of the salary structure are given in the annexure attached.

Post successful completion of training/probation period, which depends on your performance during this period and manager's feedback, your total cost to company will be **INR 350000 per annum**. Details of the salary structure are given in the annexure attached.

BUSINESS EXPENSES

You will be entitled to be reimbursed for all expenses reasonably and properly incurred by you in carrying out your duties subject to normal verification and to complying with such policies as the Company may from time to time have regarding such expenses.

DEDUCTIONS

You agree that the Company may during your employment, or on termination for whatever reason, deduct from your remuneration any monies due from you to the Company including but not limited to:

- Any overpayment of salary or expenses or payment made to you by mistake or misrepresentation; and/or
- Any outstanding loans or advances made to you by the Company; and/or
- Any debt owed by you to the Company and/or
- Any other deductions permitted under applicable law

PROBATION PERIOD

Probation is a period of trial and its purpose is to find out the suitability of an employee to hold the post substantively or permanently and the suitability has to be judged at the time of confirmation. However, an employee on probation can be terminated during the probation period due to unsatisfactory performance of the employee and the employer would be justified in the termination.

The first 6 months of your employment will be a probationary period. During this period you are not eligible for Annual Leave (AL), other than the exceptions mentioned in the paragraph below.

The Company may extend your probationary period if so deemed necessary by the Company. The Company will confirm to you in writing your permanent position upon the satisfactory completion of your probationary period, or any extension of it.

ANNUAL LEAVES

The company provides, as a benefit, paid annual leaves for its eligible employees. Forward requests for time off in advance to your supervisor, who may approve or deny the request based on company resources & activities. The company is flexible in approving time off when doing so would not interfere with company operations.

During Probation, you are eligible for 5 Fresher Annual Leave for below reasons, based on manager/reporting manager's discretion:

- 1 – Illness with fever
- 2 – University Convocation
- 3 – University Exams
- 4 – Marriage/ Death (god forbid) in immediate family
- 5 – Passport related

After probation, you are entitled for 21 leaves in a year (1st April to 31st March).

PLACE OF WORK

The Company may reasonably require you to work at any other department/premises of the Company whether existing or which may be set up in the future. In the performance of your duties for the Company, you may reasonably be required to travel, or require you to work throughout and outside India at client/ partner location of the Company.

PROFESSIONAL ETHICS AND CONFIDENTIALITY

Your conduct at all-time should reflect observance of the national and local laws and the rules and regulations of the Company as from time to time in effect. In all dealings with the Company and its clients and their organization, the highest standards of propriety and integrity will be expected of you.

NON-COMPETE AND NON-SOLICITATION

During your employment and within one year after the cessation of your employment with the Company, you agree not to directly or indirectly,

- a. carry on, advise, provide services to or be engaged, concerned or interested in, or associated with, any business or activity which competes with or is in the same line of business carried on by the Company or its related companies, in any capacity (whether as principal agent, partner, employee, shareholder, unit holder, joint ventures, director, trustee, beneficiary, manager, consultant or adviser) within six months from the termination of this employment agreement;
- b. canvass, solicit or endeavor to entice away from the Company or its related companies, any person who or which at any time during your employment was or is a client or customer or supplier of the Company or its related companies or is in the habit of dealing with the Company or any of its related companies;
- c. solicit, interfere with or endeavor to entice away any employee of the Company or any of its related companies; or

- d. Counsel, procure or otherwise assist any person to do any of the acts referred to in clauses (ii) and (iii).

TERMINATION

Either party may terminate the employment by giving the other party three months' notice in writing. Also, the company may terminate your services with immediate effect, if any, in lieu of notice, even without assigning any reason thereof. Waiver of notice period is at the sole discretion of the company.

The Company will not be liable to pay the notice pay if you resign from its services and request that you be relieved with immediate effect. Your resignation will become effective and final notwithstanding the fact that the communication of acceptance does not reach you. However, in case any disciplinary proceedings are either contemplated or pending against you, the Company will have the right not to accept your resignation.

The Company reserves the right to terminate your employment without notice, or pay in lieu of notice where you are found to have committed an act of gross misconduct. Your employment with the Company will terminate automatically without any further notice at the Company's normal retirement age, which is on the day of your 60th birthday.

On termination of your employment, you will immediately deliver to the Company all equipment, software, original and copies of documentation (including documentation stored in electronic format) and any other property belonging to the Company, which is in your possession, or under your control.

GOVERNING LAW AND ARBITRATION

This agreement shall be governed by the Laws of India. Any dispute, difference or question arising out of, in relation to or incidental to this Letter of Employment, including any dispute as to the existence or validity hereof, shall be first attempted to be resolved by mutual discussions and negotiations. In the eventuality of the failure of such negotiations, it shall be referred for arbitration to be conducted in accordance with the Arbitration and Conciliation Act, 1996. The arbitration will be conducted by a sole Arbitrator, who shall be appointed with the mutual consent. The venue of Arbitration shall be Bangalore, and the proceedings will be conducted in the English language.

CONFIDENTIALITY

In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the confidentiality policy of the Company. Therefore, please ensure that you maintain confidentiality of all the information made available to you, and shall not divulge or disclose any such Confidential Information except as may be required by the company and in the course of your employment. This covenant shall endure during your employment and for a period of one year from the cessation of your employment with the Company.

INDEMNIFICATION

You expressly agree to defend, at your own expense, and will indemnify and hold the Company harmless from and against any and all claims, demands, damages, injuries, expenses and liability arising from your acts or omissions, unless such acts are authorized specifically by the Company.

NOTICE PERIOD

Notice period is considered to start from the point the termination letter is received by the manager. Notice period for the all the employees are of 3 months. Notice period in probation period will be 1 month. However when the situation warrants as in the case of breach of policies the company may decide to terminate the contract with immediate effect. Company reserves the right to request serving of notice period. Not serving the notice period will result in forfeiting your FnF Waiver/payment/deduction in such an event will be at sole discretion of the company.

ABSCONDING

An employee who abstains from their work without intimation and remains untraceable is referred to as an absconder. An employee not reporting to office for 3 consecutive working days without informing the reporting manager/manager will be considered as an absconding employee. The Company shall be entitled to forthwith terminate this employment without providing any notice or incurring any obligation or liability to pay any amount or dues to an absconding employee. This employee will also not be eligible for other HR documents.

BACKGROUND CHECK & REFERENCES

We will conduct a background check and reference check on your previous employment details. Within ten (10) days of the date mentioned in this offer letter, you are required to furnish documents regarding education, previous employment and any other documents that Six DEE Telecom Solutions Private Limited may deem necessary for a background check. Our authorized partner will contact you in order to conduct the background check process and you are required to extend your cooperation to them in facilitating the process by providing relevant details or documents. Your joining us is contingent upon a satisfactory report on the background check relating to employment, experience, work history, etc., conducted by a 6D Technologies approved agency

PERFORMANCE MANAGEMENT AND SALARY REVISION

6D has 2 appraisal cycles in a year (April and October). You will fall in **(depends on date of joining)**. For employees coming with previous experience, if he/ she joins after May than the appraisal of employee will move to October of next year cycle, Similarly, for anyone joining after November .Any compensation revision decisions will be based on your performance and company policies prevailing at that point of time.

INTELLECTUAL PROPERTY RIGHTS

All Intellectual Property Rights and goodwill generated as a result of your employment with the Company shall be for the benefit of and belong to the Company.

You assign all intellectual property rights of whatever nature, that may arise under or in connection with the services you provide whilst in employment to the Company.


AMENDMENTS

Subject to applicable laws, the Company reserves the right to amend its terms and conditions of employment and policies from time to time. Such amendments will be confirmed to you.

You should retain a copy of this letter for your own records and sign and return one copy to the Company.

We look forward to you joining us.

Kind regards,
Yours sincerely,



Dipti Yadav

Manager - Human Resources

For and on behalf of

Six Dee Telecom Solutions Private Limited

DECLARATION/ACCEPTANCE BY EMPLOYEE

I assume that all the information furnished by me during the recruitment process is true and correct.

Six Dee Telecom Solutions Private Limited have the right to initiate any verification of educational qualifications and previous employments directly or indirectly to validate the information

I, _____, s/o/d/o _____, accept employment with **Six Dee Telecom Solutions Private Limited** under the terms and conditions as set out herein above and undertake to fully comply and abide by the same. I have carefully read and understood these terms with the help of my legal advisor.

Signature _____ Date _____

(Naveen Basavaraj Tavaragondi)

PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 4/15/2021 10:15AM

To: S SHANNON SAROJINI <201710100762 @presidencyuniversity.in>

Dear S SHANNON SAROJINI

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. 18000/- per month .(including PF)

You are requested to join on 19th Apr 2021 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



Disclaimer: This message is confidential. It may also be privileged or otherwise protected by work product immunity or other legal rules. This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received it by mistake, please let us know by e-mail reply and delete it from your system; you may not copy this message or disclose its contents to anyone. The views, opinions, conclusions and other information expressed in this electronic mail are not given or endorsed by the company unless otherwise indicated by an authorized representative independent of this message..


REGISTRAR 

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

PULSUS and its subsidiaries including OMICS International and PULSUS Organizes 300+ Conferences across USA, Europe & Asia with support from 1000 more scientific societies and Publishes 70+ Open Access Journals which contains over 50000 eminent personalities, reputed scientists as editorial board members.

PULSUS Health Tech is an organization that amalgamates Open Access Publications and International science events for the benefit of the global scientific community. The organization was established in the year 2007 with the sole aim of providing a platform for "Open Access" to the research information pertaining to diversified fields of Science and technology.

PULSUS Health Tech publishes scholarly journals that can be easily accessed online without paying any subscription charges. PULSUS Health Tech plays an instrumental role in expanding the reach of research data in the real time, which in turn helps in furthering the research. Research Scholars, Students, Libraries, Educational Institutions, Research centers and industries are the main stakeholders that are benefited from open access to research data.

PULSUS Health Tech also organizes 300+ International conferences across the globe, where knowledge transfer takes place through debates, round table discussions, poster presentations, workshops, symposia and exhibitions. Additionally, PULSUS Health Tech also organizes Science Congress, World Summits, and International science conferences in India, USA, Dubai, Australia and Europe. These conferences attract world renowned personalities, scientists, entrepreneurs, budding scientists, students and policy makers.

These conferences are aimed at providing a common platform for scientists, researchers, policy makers and students to brainstorm the recent research ideas. It also serves as a stage where the public private partnerships, academic and industry collaborations materializes, leading to great research and academic innovations. Students and scholars through these conferences meet peer researchers in their respective fields.

The conferences promote knowledge dissemination by providing opportunity to researchers and scientists to present their research findings and have a face to face interaction with fellow researchers working on the same or related scientific disciplines. The papers presented in these international conferences are published in the respective PULSUS Health Tech Journals.

The Conference division of PULSUS Health Tech hosts 300+ annual International workshops and symposiums, Exhibitions, and trade shows in various parts of the world. These events provide opportunities for conducting B2B meetings, creating networks and collaborations, as well as encouraging entrepreneurship activities with the sole aim of furtherance of scientific development.

Brief about the Company: www.pulsus.com

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ
1/124, Shivaji garden, Moonlight stop
Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

Job Duties

- Coordinates program related events such as workshops, symposia, national and international Scientific Events etc
- Designing scientific/technical sessions for the conference.
- Invite professors, Assistant, Associate from Universities
- Directors, Managers and Executive from Reputed companies throughout the world
- Be a main point of contact for Program chairs, session chairs, scientific committee and invited speakers
- Conference content/for all conference related communications, Content Marketing or Content Manager
- Forming organizing committee and scientific squad with top quality scientists on the particular research
- More intellectual in using scientific knowledge and footing on current scientific inventions
- Adopt/attain information on new finding in the all related research fields regularly
- To make event successful by providing fruitful information to the scientific community
- Plan and execute all web, SEO/SEM, marketing database, email, social media and display advertising campaigns

Job Requirements

- Bachelor/Master degree in Science/Pharma/Biotechnology
- Research ideas and facts pertinent to the type of content/topic assigned
- Excellent communication and listening skills
- The ability to handle complex information clearly and simply
- Good sales and negotiation skills
- Plenty of drive, initiative and motivation
- An honest and trustworthy manner
- Attention to detail, the ability to analyze and research information
- Develop ideas derived from online/offline research and organize the same on paper or computer applications
- Highly creative with in identifying target inform and motivate
- Knowledge in optimizing landing pages
- Strong analytical skills and data-driven thinking
- Up-to-date with the latest trends and best practices in online marketing and measurement

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ
1/124, Shivaji garden, Moonlight stop
Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

Qualifications Required

UG -B. Pharma - Pharmacy

B. Tech/B.E - Bio-Chemistry/Bio-Technology, Biomedical, Environmental,

PG - M. Tech - Bio-Chemistry/Bio-Technology, Biomedical, M Pharmacy, Microbiology and all life sciences candidates

Job Opening

Trainee Scientific Relations

On Job Trainee

Program Coordinator

Location

CHENNAI

Salary Package

Consults Trainee - 1.7 Lakhs/Year + Yearly Incentives Policy

On Job Trainee - 2 Lakhs/Year + Yearly Incentives Policy

Trainee Scientific Relations/Program Coordinator - 2.8 Lakhs/Year + Yearly Incentives Policy

CONTACT US:

HR Department

PULSUS HEALTH TECH LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram

Chennai-600 089

T: 87637 65693

Email: chennaihr@pulsus.com

PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 4/15/2021 10:20AM

To: SOMESHWAR DEVANATH< 201710100843 @presidencyuniversity.in>

Dear SOMESHWAR DEVANATH

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. 18000/- per month .(including PF)

You are requested to join on 19th Apr 2021 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

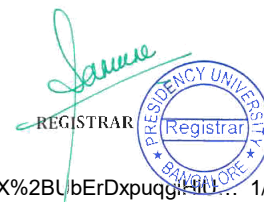
Human Resource

PULSUS Healthtech

Chennai | Vizag | Gurgaon

E: chennaihr@pulsus.com; rasmi_nayak@pulsus.co.in

T: 044 6625 2600 Ext 2609



Disclaimer: This message is confidential. It may also be privileged or otherwise protected by work product immunity or other legal rules. This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received it by mistake, please let us know by e-mail reply and delete it from your system; you may not copy this message or disclose its contents to anyone. The views, opinions, conclusions and other information expressed in this electronic mail are not given or endorsed by the company unless otherwise indicated by an authorized representative independent of this message..


REGISTRAR 

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

PULSUS and its subsidiaries including OMICS International and PULSUS Organizes 300+ Conferences across USA, Europe & Asia with support from 1000 more scientific societies and Publishes 70+ Open Access Journals which contains over 50000 eminent personalities, reputed scientists as editorial board members.

PULSUS Health Tech is an organization that amalgamates Open Access Publications and International science events for the benefit of the global scientific community. The organization was established in the year 2007 with the sole aim of providing a platform for "Open Access" to the research information pertaining to diversified fields of Science and technology.

PULSUS Health Tech publishes scholarly journals that can be easily accessed online without paying any subscription charges. PULSUS Health Tech plays an instrumental role in expanding the reach of research data in the real time, which in turn helps in furthering the research. Research Scholars, Students, Libraries, Educational Institutions, Research centers and industries are the main stakeholders that are benefited from open access to research data.

PULSUS Health Tech also organizes 300+ International conferences across the globe, where knowledge transfer takes place through debates, round table discussions, poster presentations, workshops, symposia and exhibitions. Additionally, PULSUS Health Tech also organizes Science Congress, World Summits, and International science conferences in India, USA, Dubai, Australia and Europe. These conferences attract world renowned personalities, scientists, entrepreneurs, budding scientists, students and policy makers.

These conferences are aimed at providing a common platform for scientists, researchers, policy makers and students to brainstorm the recent research ideas. It also serves as a stage where the public private partnerships, academic and industry collaborations materializes, leading to great research and academic innovations. Students and scholars through these conferences meet peer researchers in their respective fields.

The conferences promote knowledge dissemination by providing opportunity to researchers and scientists to present their research findings and have a face to face interaction with fellow researchers working on the same or related scientific disciplines. The papers presented in these international conferences are published in the respective PULSUS Health Tech Journals.

The Conference division of PULSUS Health Tech hosts 300+ annual International workshops and symposiums, Exhibitions, and trade shows in various parts of the world. These events provide opportunities for conducting B2B meetings, creating networks and collaborations, as well as encouraging entrepreneurship activities with the sole aim of furtherance of scientific development.

Brief about the Company: www.pulsus.com

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ
1/124, Shivaji garden, Moonlight stop
Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

Job Duties

- Coordinates program related events such as workshops, symposia, national and international Scientific Events etc
- Designing scientific/technical sessions for the conference.
- Invite professors, Assistant, Associate from Universities
- Directors, Managers and Executive from Reputed companies throughout the world
- Be a main point of contact for Program chairs, session chairs, scientific committee and invited speakers
- Conference content/for all conference related communications, Content Marketing or Content Manager
- Forming organizing committee and scientific squad with top quality scientists on the particular research
- More intellectual in using scientific knowledge and footing on current scientific inventions
- Adopt/attain information on new finding in the all related research fields regularly
- To make event successful by providing fruitful information to the scientific community
- Plan and execute all web, SEO/SEM, marketing database, email, social media and display advertising campaigns

Job Requirements

- Bachelor/Master degree in Science/Pharma/Biotechnology
- Research ideas and facts pertinent to the type of content/topic assigned
- Excellent communication and listening skills
- The ability to handle complex information clearly and simply
- Good sales and negotiation skills
- Plenty of drive, initiative and motivation
- An honest and trustworthy manner
- Attention to detail, the ability to analyze and research information
- Develop ideas derived from online/offline research and organize the same on paper or computer applications
- Highly creative with in identifying target inform and motivate
- Knowledge in optimizing landing pages
- Strong analytical skills and data-driven thinking
- Up-to-date with the latest trends and best practices in online marketing and measurement

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ
1/124, Shivaji garden, Moonlight stop
Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

Qualifications Required

UG -B. Pharma - Pharmacy

B. Tech/B.E - Bio-Chemistry/Bio-Technology, Biomedical, Environmental,

PG - M. Tech - Bio-Chemistry/Bio-Technology, Biomedical, M Pharmacy, Microbiology and all life sciences candidates

Job Opening

Trainee Scientific Relations

On Job Trainee

Program Coordinator

Location

CHENNAI

Salary Package

Consults Trainee - 1.7 Lakhs/Year + Yearly Incentives Policy

On Job Trainee - 2 Lakhs/Year + Yearly Incentives Policy

Trainee Scientific Relations/Program Coordinator - 2.8 Lakhs/Year + Yearly Incentives Policy

CONTACT US:

HR Department

PULSUS HEALTH TECH LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram

Chennai-600 089

T: 87637 65693

Email: chennaihr@pulsus.com

PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 4/15/2021 10:25AM

To: VARSHA R <201710100917 @presidencyuniversity.in>

Dear VARSHA 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. 18000/- per month .(including PF)

You are requested to join on 19th Apr 2021 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

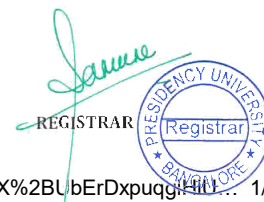
Human Resource

PULSUS Healthtech

Chennai | Vizag | Gurgaon

E: chennaihr@pulsus.com; rasmi_nayak@pulsus.co.in

T: 044 6625 2600 Ext 2609



Disclaimer: This message is confidential. It may also be privileged or otherwise protected by work product immunity or other legal rules. This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received it by mistake, please let us know by e-mail reply and delete it from your system; you may not copy this message or disclose its contents to anyone. The views, opinions, conclusions and other information expressed in this electronic mail are not given or endorsed by the company unless otherwise indicated by an authorized representative independent of this message..


REGISTRAR 

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

PULSUS and its subsidiaries including OMICS International and PULSUS Organizes 300+ Conferences across USA, Europe & Asia with support from 1000 more scientific societies and Publishes 70+ Open Access Journals which contains over 50000 eminent personalities, reputed scientists as editorial board members.

PULSUS Health Tech is an organization that amalgamates Open Access Publications and International science events for the benefit of the global scientific community. The organization was established in the year 2007 with the sole aim of providing a platform for "Open Access" to the research information pertaining to diversified fields of Science and technology.

PULSUS Health Tech publishes scholarly journals that can be easily accessed online without paying any subscription charges. PULSUS Health Tech plays an instrumental role in expanding the reach of research data in the real time, which in turn helps in furthering the research. Research Scholars, Students, Libraries, Educational Institutions, Research centers and industries are the main stakeholders that are benefited from open access to research data.

PULSUS Health Tech also organizes 300+ International conferences across the globe, where knowledge transfer takes place through debates, round table discussions, poster presentations, workshops, symposia and exhibitions. Additionally, PULSUS Health Tech also organizes Science Congress, World Summits, and International science conferences in India, USA, Dubai, Australia and Europe. These conferences attract world renowned personalities, scientists, entrepreneurs, budding scientists, students and policy makers.

These conferences are aimed at providing a common platform for scientists, researchers, policy makers and students to brainstorm the recent research ideas. It also serves as a stage where the public private partnerships, academic and industry collaborations materializes, leading to great research and academic innovations. Students and scholars through these conferences meet peer researchers in their respective fields.

The conferences promote knowledge dissemination by providing opportunity to researchers and scientists to present their research findings and have a face to face interaction with fellow researchers working on the same or related scientific disciplines. The papers presented in these international conferences are published in the respective PULSUS Health Tech Journals.

The Conference division of PULSUS Health Tech hosts 300+ annual International workshops and symposiums, Exhibitions, and trade shows in various parts of the world. These events provide opportunities for conducting B2B meetings, creating networks and collaborations, as well as encouraging entrepreneurship activities with the sole aim of furtherance of scientific development.

Brief about the Company: www.pulsus.com

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ
1/124, Shivaji garden, Moonlight stop
Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

Job Duties

- Coordinates program related events such as workshops, symposia, national and international Scientific Events etc
- Designing scientific/technical sessions for the conference.
- Invite professors, Assistant, Associate from Universities
- Directors, Managers and Executive from Reputed companies throughout the world
- Be a main point of contact for Program chairs, session chairs, scientific committee and invited speakers
- Conference content/for all conference related communications, Content Marketing or Content Manager
- Forming organizing committee and scientific squad with top quality scientists on the particular research
- More intellectual in using scientific knowledge and footing on current scientific inventions
- Adopt/attain information on new finding in the all related research fields regularly
- To make event successful by providing fruitful information to the scientific community
- Plan and execute all web, SEO/SEM, marketing database, email, social media and display advertising campaigns

Job Requirements

- Bachelor/Master degree in Science/Pharma/Biotechnology
- Research ideas and facts pertinent to the type of content/topic assigned
- Excellent communication and listening skills
- The ability to handle complex information clearly and simply
- Good sales and negotiation skills
- Plenty of drive, initiative and motivation
- An honest and trustworthy manner
- Attention to detail, the ability to analyze and research information
- Develop ideas derived from online/offline research and organize the same on paper or computer applications
- Highly creative with in identifying target inform and motivate
- Knowledge in optimizing landing pages
- Strong analytical skills and data-driven thinking
- Up-to-date with the latest trends and best practices in online marketing and measurement

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ
1/124, Shivaji garden, Moonlight stop
Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

Qualifications Required

UG -B. Pharma - Pharmacy

B. Tech/B.E - Bio-Chemistry/Bio-Technology, Biomedical, Environmental,

PG - M. Tech - Bio-Chemistry/Bio-Technology, Biomedical, M Pharmacy, Microbiology and all life sciences candidates

Job Opening

Trainee Scientific Relations

On Job Trainee

Program Coordinator

Location

CHENNAI

Salary Package

Consults Trainee - 1.7 Lakhs/Year + Yearly Incentives Policy

On Job Trainee - 2 Lakhs/Year + Yearly Incentives Policy

Trainee Scientific Relations/Program Coordinator - 2.8 Lakhs/Year + Yearly Incentives Policy

CONTACT US:

HR Department

PULSUS HEALTH TECH LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram

Chennai-600 089

T: 87637 65693

Email: chennaihr@pulsus.com

PULSUS HEALTHTECH_Offer Letter

chennaihr <chennaihr@pulsus.com>

Thu 4/15/2021 10:35AM

To: BATCHU BHAVANA SAI SREE <201710101098 @presidencyuniversity.in>

Dear BATCHU BHAVANA SAI SREE

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. 18000/- per month .(including PF)

You are requested to join on 19th Apr 2021 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

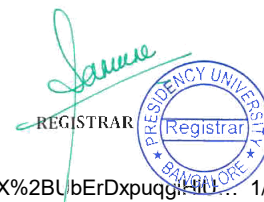
Human Resource

PULSUS Healthtech


Chennai | Vizag | Gurgaon

E: chennaihr@pulsus.com; rasmi_nayak@pulsus.co.in

T: 044 6625 2600 Ext 2609



Disclaimer: This message is confidential. It may also be privileged or otherwise protected by work product immunity or other legal rules. This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received it by mistake, please let us know by e-mail reply and delete it from your system; you may not copy this message or disclose its contents to anyone. The views, opinions, conclusions and other information expressed in this electronic mail are not given or endorsed by the company unless otherwise indicated by an authorized representative independent of this message..


REGISTRAR


PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City–SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram, Chennai–600 089

PULSUS

Healthtech LLP

PULSUS and its subsidiaries including OMICS International and PULSUS Organizes 300+ Conferences across USA, Europe & Asia with support from 1000 more scientific societies and Publishes 70+ Open Access Journals which contains over 50000 eminent personalities, reputed scientists as editorial board members.

PULSUS Health Tech is an organization that amalgamates Open Access Publications and International science events for the benefit of the global scientific community. The organization was established in the year 2007 with the sole aim of providing a platform for "Open Access" to the research information pertaining to diversified fields of Science and technology.

PULSUS Health Tech publishes scholarly journals that can be easily accessed online without paying any subscription charges. PULSUS Health Tech plays an instrumental role in expanding the reach of research data in the real time, which in turn helps in furthering the research. Research Scholars, Students, Libraries, Educational Institutions, Research centers and industries are the main stakeholders that are benefited from open access to research data.

PULSUS Health Tech also organizes 300+ International conferences across the globe, where knowledge transfer takes place through debates, round table discussions, poster presentations, workshops, symposia and exhibitions. Additionally, PULSUS Health Tech also organizes Science Congress, World Summits, and International science conferences in India, USA, Dubai, Australia and Europe. These conferences attract world renowned personalities, scientists, entrepreneurs, budding scientists, students and policy makers.

These conferences are aimed at providing a common platform for scientists, researchers, policy makers and students to brainstorm the recent research ideas. It also serves as a stage where the public private partnerships, academic and industry collaborations materializes, leading to great research and academic innovations. Students and scholars through these conferences meet peer researchers in their respective fields.

The conferences promote knowledge dissemination by providing opportunity to researchers and scientists to present their research findings and have a face to face interaction with fellow researchers working on the same or related scientific disciplines. The papers presented in these international conferences are published in the respective PULSUS Health Tech Journals.

The Conference division of PULSUS Health Tech hosts 300+ annual International workshops and symposiums, Exhibitions, and trade shows in various parts of the world. These events provide opportunities for conducting B2B meetings, creating networks and collaborations, as well as encouraging entrepreneurship activities with the sole aim of furtherance of scientific development.

Brief about the Company: www.pulsus.com

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ
1/124, Shivaji garden, Moonlight stop
Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

Job Duties

- Coordinates program related events such as workshops, symposia, national and international Scientific Events etc
- Designing scientific/technical sessions for the conference.
- Invite professors, Assistant, Associate from Universities
- Directors, Managers and Executive from Reputed companies throughout the world
- Be a main point of contact for Program chairs, session chairs, scientific committee and invited speakers
- Conference content/for all conference related communications, Content Marketing or Content Manager
- Forming organizing committee and scientific squad with top quality scientists on the particular research
- More intellectual in using scientific knowledge and footing on current scientific inventions
- Adopt/attain information on new finding in the all related research fields regularly
- To make event successful by providing fruitful information to the scientific community
- Plan and execute all web, SEO/SEM, marketing database, email, social media and display advertising campaigns

Job Requirements

- Bachelor/Master degree in Science/Pharma/Biotechnology
- Research ideas and facts pertinent to the type of content/topic assigned
- Excellent communication and listening skills
- The ability to handle complex information clearly and simply
- Good sales and negotiation skills
- Plenty of drive, initiative and motivation
- An honest and trustworthy manner
- Attention to detail, the ability to analyze and research information
- Develop ideas derived from online/offline research and organize the same on paper or computer applications
- Highly creative with in identifying target inform and motivate
- Knowledge in optimizing landing pages
- Strong analytical skills and data-driven thinking
- Up-to-date with the latest trends and best practices in online marketing and measurement

PULSUS Healthtech LLP

Block 5, 2nd Floor DLF Cyber City-SEZ
1/124, Shivaji garden, Moonlight stop
Ramapuram, Chennai-600 089

PULSUS

Healthtech LLP

Qualifications Required

UG -B. Pharma - Pharmacy

B. Tech/B.E - Bio-Chemistry/Bio-Technology, Biomedical, Environmental,

PG - M. Tech - Bio-Chemistry/Bio-Technology, Biomedical, M Pharmacy, Microbiology and all life sciences candidates

Job Opening

Trainee Scientific Relations

On Job Trainee

Program Coordinator

Location

CHENNAI

Salary Package

Consults Trainee - 1.7 Lakhs/Year + Yearly Incentives Policy

On Job Trainee - 2 Lakhs/Year + Yearly Incentives Policy

Trainee Scientific Relations/Program Coordinator - 2.8 Lakhs/Year + Yearly Incentives Policy

CONTACT US:

HR Department

PULSUS HEALTH TECH LLP

Block 5, 2nd Floor DLF Cyber City-SEZ

1/124, Shivaji garden, Moonlight stop

Ramapuram

Chennai-600 089

T: 87637 65693

Email: chennaihr@pulsus.com



ADREZ ADVISORS PVT LTD

Date: March 24, 2021

To,
Ms. Sarika Satyanarayana Vanka
Bangalore

Dear Sarika Satyanarayana Vanka,

Subject: Offer Letter

Following our discussions, we are pleased to offer you the position of **Marketing Executive – Corporate Real Estate** in **Address Advisors**. Your annual Cost To Company (“CTC”) will be INR 4,28,100/- (Indian Rupees Four Lakhs Twenty Eight Thousand One Hundred Only).

A formal contract with the terms of service will be signed post your joining. We would appreciate confirmation of your acceptance to this offer by signing this letter and sending us a signed copy of it not later than 25th March 2021. We expect you to assume your duties at Address Advisors when your exams are completed (tentatively on 14th June 2021).

The industry is filled with exciting challenges and we look forward to the opportunity of working with you as we establish an international standard of professional real estate services.

#72, 3rd Floor, 27th MAIN, 7th CROSS, SECTOR 1 - HSR Layout, Bangalore - 560102

+91 9886041431

www.addressadvisors.com

Sarika
REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE



The break-up of the salary is as below -

Salary Break up : In INR		
Particulars	Per Month	Per Annum
Basic Salary	7,200	86,400
House Rent Allowance	2,880	34,560
Conveyance	1,600	19,200
Other Allowance	3,000	36,000
Special Allowance	3,320	39,840
Employer Contribution to PF (Will be transferred to the PF account)	1,800	21,600
Gross Salary	19,800	2,37,600
Less : Provident Fund (EMPLOYEE CONTRIBUTION)	1,800	1,800
Less : ESI	-	-
Less: TDS	-	-
Less : Professional Tax	200	200
Net Salary	17,800	2,35,600
Medical Benefit (Post Confirmation)		10,000
Telephone		6,000
Accident Insurance		2,000
Gratuity		22,500
Discretionary Performance Bonus		1,50,000
Total Annual CTC		4,28,100

Warm Regards,

Bhawana Khetan
Director
Address Advisors

Signed and accepted _____

Date _____

#72, 3rd Floor, 27th MAIN, 7th CROSS, SECTOR 1 - HSR Layout, Bangalore - 560102

+91 9886041431

www.addressadvisors.com



LETTER OF OFFER

Dear Nadeem Khan,

We are pleased to extend to you a position with **Board Infinity** (Learnture Venture Private Limited), as **Program Manager-Intern**, in our **Vashi, Navi Mumbai** office. Your employment is subject to the satisfactory completion of background and reference checks, the absence of any bars or restrictions on your employment with the Company, and your acceptance of these terms and conditions.

- Internship Duration
Your commencement as the Intern would be effective 27-March-2021 with a monthly stipend of INR 20000.00/-
- Full-Time Employment
Given the performance and confirmation, your full-time role would be decided after 6 months.
- Place of Work
Your normal place of work will be Vashi, Maharashtra, India. You may be required to work at other locations approved by the Company from time to time.
- Duties
Your duties will be as per our discussions during various conversations.
- Timesheets
You are required to accurately complete and submit a weekly timesheet each Monday covering the prior week.
- Salary
Your compensation upon completion of the said internship period would vary between INR 30000.00 and 35000.00 monthly in hand net take home. The overall compensation structure would vary and is expected to change in the interim. However, the net in hand compensation would remain the same.
- Variable Performance Bonus
Your variable performance bonus is a yearly bonus paid out in April, every year. This is dependant on the factors including the performance of the Organization and the individual's performance and can vary.
- Leave Entitlements
You are entitled to 18 days of paid leave per year. Leave would be accrued at a rate of 1.50 days per month. Any leave accrued above 40 days would lapse, i.e. you cannot have more than 40 days of leave at any point.

Maximum leave requests can be for 15 calendar days at a stretch. Request for leaves beyond 15 calendar days will need special approval. You are requested to give at least one month's notice of

Jai
REGISTRAR
PRESIDENCY UNIVERSITY
BANGALORE

taking paid leave to fit in with other staff and client deadlines. The Company may request for annual leave be taken on different dates, although every effort will be made to comply with the requested dates.

Leave cannot be encashed except when you choose to leave the company. During the separation from the company, the Basic component of the salary for the leave balance will be paid during the full and final settlement. Leave is not approved during the notice period.

- Safety

The Company is committed to providing a safe working environment for all employees and therefore required to abide by all safety rules and procedures operating within the Company.

- Conduct

You will be expected to dress appropriately for a business setting. Behaviour unbecoming of a business environment (as perceived by the Company) will not be tolerated and might lead to termination of employment.

- Confidentiality

During your employment with the Company, you will make use of Confidential Information in carrying out your duties. Without limitation, "Confidential Information" includes:

1. Information relating to the goods and services and proprietary techniques provided by the Company and clients of the Company
2. All information concerning the business, its methods of operation, marketing, and other activities
3. All databases, lists compiled by the company, client proposals, reports, software, algorithms, and computer programs
4. Competitive and financial information concerning the business, which is not in the public domain
5. information concerning the business of the Company's clients

You must not, whether during employment or after the termination of your employment with the Company, without written authority, divulge 'Confidential Information to anyone other than an employee authorized to receive the information, or use such information for your gain. You will be required to sign additional confidentiality agreements in line with your role in the company.

- Inventions and Copyright

You assign to the Company your entire right, title, and interest in and to any copyright and any industrial or intellectual property rights in all works, designs, computer programs, inventions, processes, concepts, strategies, plans, and lists (Confidential Property) which (either solely or jointly with others) you have developed or may develop during and/or as a result of your employment with the Company.

You also agree promptly to disclose to the Company or its attorneys any such Confidential Property developed by you and agree to execute upon demand, at the expense of the Company, all documents which may be desirable to secure to the Company the best copyright, patent, or other protection in India and elsewhere and/or rights relating to such Confidential Property.

- Termination of Employment

Your employment with the Company will terminate:

- a. By either party giving two months' written notice to the other. The Company may, at its discretion, choose to pay your salary instead of such notice. Alternatively, the Company may require that you do not attend the workplace during the notice period.
- b. Notwithstanding any provision to the contrary herein contained, the Company may at any time terminate this Agreement and dismiss you summarily without notice or payment instead of notice in the event you:
 - i. Willfully disobey a lawful and reasonable order of the Company
 - ii. Act (in the opinion of the Company) is serious. Willful or persistent breach of your responsibilities herein set out
 - iii. Are guilty of fraud, dishonesty, or any criminal act as the Company has a zero-tolerance attitude towards fraud
 - iv. Are habitually late or are absent from the office without reasonable cause v. Have acted in such manner as shall in the reasonable opinion of the Company be prejudicial to the interests of the Company
 - vi. Are engaged in other employment or are involved in any trade, business, or occupation which has not been disclosed to and approved by the Company vii. Will be absent from employment without reasonable cause or permission of the Company
 - viii. Become of unsound mind or become a person subject to any order of supervision under any applicable law relating to mental health
 - ix. Will act in such manner as to entitle the Company to terminate this Agreement without notice at common law. The provisions of this contract of employment relating to Confidential Information and Confidential Property shall remain in full force and effect notwithstanding termination of this contract of employment

The provisions of this contract of employment relating to Confidential Information and Confidential Property shall remain in full force and effect notwithstanding termination of this contract of employment.

- Invalidity

In any terms of provisions in this agreement shall be held illegal or unenforceable, in whole or in part, under any enactment or rule of law, such term or provision or part shall to that extent be deemed not to form part of this agreement but the enforceability of the remainder of this agreement shall not be affected.

- Variation

The terms of this contract of employment may be varied by the Company from time to time. You will be notified of any variations.

- Adherence to Company Policies
When you join the Company, it will also be a condition of employment that you review and adhere to company policies which you will be notified of subsequently. You agree to adhere to the Company's project financing contracts (e.g. BOT) with the clients.
- Retirement Age
You will retire from the services of the Company on the last working day of the month in which you attain the age of 60.
- Governing Laws and Jurisdiction
This contract will be governed by the law in force in Maharashtra, India
- Personal Information and Consent
By accepting this offer, you are giving your implicit consent to Board Infinity to collect and use your personal information for business purposes. Your personal information may be shared with the Clients and prospective Clients of Board Infinity as a part of the selection or onboarding process to work on projects. Board Infinity will also share your personal information with a third party for carrying out the background verification as required. Board Infinity will store your employment, financial and personal information during the period of employment and for the Data Retention Period after your separation, as per the data retention policy to comply with statutory requirements.
- Acceptance
Please sign and return the duplicate copy of this letter signifying your acceptance of the appointment and the conditions of service specified in this letter.

We are pleased to welcome you to the Company. If the preceding terms and conditions of your employment with the Company are acceptable to you, please indicate your acceptance by initialing each page and signing the last page of the attached copy, and returning it to me.

Best Regards,



Sumesh Nair
Director - Board Infinity

Apr 16, 2021

Offer ID : 234492

Mohammed Ismail .

S/O Badrul Hassan,#758,Dayananda Slum Jayanagar 1st Block
Bangalore South
Bangalore 560011
KARNATAKA India

Dear Mohammed Ismail ..

On behalf of Quess IT Staffing (A Division of Quess Corp Ltd.), (hereinafter referred to as "the Company") I am very pleased to offer you a position of **Technical Support Engineer LI India** in our organization. Your joining date will be **Apr 19, 2021**.

On the first day of the employment, please report to:

HP DOMESTIC

Hewlett Packard,
Bangalore.

Reporting Time : 9:00 AM

You will be paid a annual salary(CTC) of Rs. 2,91,600. Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

Quess IT Staffing (A Division of Quess Corp Ltd.)

Attn HR: S.R. Infotech Complex, No.5/4-2, Thavarekere Main Road,
S. G. Palya, D.R. College Post

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact me.

Sincerely,

Approved By: Ronak DeepakBhai Tambe

Deputy General Manager
ronak.tambe@quesscorp.com

Created By: Arpita Khandelwal
Senior Consultant - Recruitment
arpita.khandelwal@quesscorp.com

EMPLOYMENT AGREEMENT

COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total CTC will be Rs. 291600 and its composition will be as follows:

CTC Composition	Monthly Pay (Rs.)	Annual Pay (Rs.)
Basic Salary	15745.00	188940
House Rent Allowance	5293.00	63516
Statutory Bonus	1312.00	15744
Gross Salary	22350.00	268200
Company's Contribution to PF	1950.00	23400
Total CTC	24300.00	291600
Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.		

The salary will be processed on the 7th workday of each month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

Salary will be disbursed on receipt of your PAN card number.

TIME SHEETS:

You are required to follow our client's specific timesheet process as per the timelines. In the absence of client's specific process, you will receive Timesheet alert email with template along with the guidelines from your Timesheet SPOC at Qness. This has to be filled and approved by your manager over the email and it should reach the SPOC along with attachment before the timeline as briefed by Qness HR. Any delays in the timesheet approval process will lead to delay in the payment of your salary.

STATUTORY BENEFITS:

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

GROUP MEDICLAIM INSURANCE:

You and your approved dependent family members are eligible to enroll in Company's Group Mediclaim Insurance Policy. The annual premium as applicable will be deducted from your first month salary.

BACKGROUND CHECK:

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts,

your services are liable to be terminated any time, without any notice or compensation in lieu thereof. As per the requirement. Also appropriate BGV cost would be deducted from your salary in six equal instalments.

MEDICAL CHECK:

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

NO-SHOW:

Failure to report at the specified office on the Apr 19, 2021 shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

JOB ROLES & RESPONSIBILITIES:

You shall be responsible for the performance of the functions expected of Technical Support Engineer LI India and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

ASSIGNMENT:

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

LEAVE:

You will be entitled to 12 days of Annual Leave, and 6 days of SL and 6 days of CLs in a year (total 24 days of leave PA). Every month 2 days of leave will be credited upon providing full month of your service. Only Annual leave can be carried forward to next calendar year, the cap on annual leave that can be carried forward is 30 days. All annual leaves in excess of 30 days will be forfeited. Unused annual leave can be encashed at the end of your service at the rate of basic salary.

FURLOUGH:

Every year the client to whom you are deputed as per the contract, announces a Furlough, wherein associates deputed to them are not required to work for a certain number of days. During Such Furlough days you are not required to work nor is such days paid for by the client since no work gets done. Accordingly, if such Furloughs were to be announced by the clients hereafter, for the days of such Furlough including the Preceding, succeeding and intervening weekly holidays will be considered as no-work-no-pay days and the salary for the months in which such furloughs are in place, will be after adjustment for the Furlough days including the Preceding, succeeding and intervening weekly holidays as No Pay days.

HOLIDAYS:

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

DOCUMENTATION:

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

INDEMNITY:

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement. In case you fail to return the assigned HP Inc. assets like headset/adaptor you will be liable to pay Rs.10,000/- or actuals as per value of asset.

UN-AUTHORIZED ABSENCE:

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

CONFIDENTIALITY & NON DISCLOSURE:

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or

developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

NON COMPETE & NON SOLICITATION:

You agree that during your services with the Company and continuing for a period of eighteen (18) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Will refrain from doing any sort of business for any kind or any purpose with the list of Quess clients with which you were engaged with while you were employed with Quess.
- e) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

WAIVER:

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

JURISDICTION:

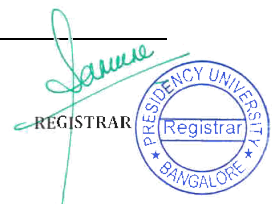
In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Hyderabad, Andhra Pradesh, India.

TERMINATION BY THE COMPANY:

The company may terminate your services with or without cause under the following conditions:

With Cause: The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

Without Cause: In the event that the employment is terminated without Cause, the EMPLOYEE will be provided



with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

RESIGNATION BY EMPLOYEE:

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

MORAL CONDUCT:

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

ALTERNATIVE EMPLOYMENT:

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

COMPANY PROPERTIES IN YOUR POSSESSION:

You are expected to take proper care of company properties entrusted to you by the company. In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

CHANGE OF ADDRESS:

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless other wise intimated in writing by you. Communications addressed to you at the above address shall deem to have been duly served.

CODE OF CONDUCT:

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at

the Company's discretion. In the event any terms/conditions are changed, the same shall be informed to you in writing.

PLACE OF EMPLOYMENT AND TRANSFER:

You acknowledge and agree that you may be assigned, or liable to be transferred or deputed from one place to another and / or from one department / unit to another or any other subsidiary /Associate Establishment/or their contractors and clients either existing or to be set up in future any where in India or abroad purely at the discretion of the management depending upon the needs and requirement of the company. On such assignment, transfer, or deputation you will be governed by the Rules and Regulations and other working /service conditions as applicable at the place of posting including to consent to add/or agree to certain other agreements.

DISCLAIMER:

Any commitments with respect to compensation & benefits which are not included in the "CTC Components" table or explicitly mentioned in the offer letter, stands null & void.

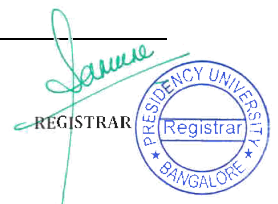
Employee is required to submit the tax documents(Investment Proofs) within a week from the date of operation. Failing which, the full and final settlement will be processed by deducting tax at source.

DECLARATION:

This is to confirm that the documents and information provided by me to the Company for the purpose of my services are true and accurate to the best of my knowledge and belief. I also agree that the various terms and conditions set forth in this Agreement are fair, just and reasonable and I shall strictly adhere to the terms specified.

Signature
Mohammed Ismail .

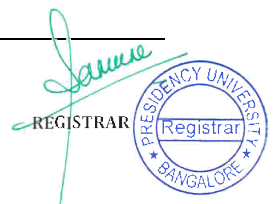
Date



Documents Required at the Time of Joining

1. Relieving letter from your previous two employers
2. Experience letter / Offer Letter your previous two employers
3. Most recent salary slip or salary certificate
4. Copies of all educational records (SSC onwards)
5. A copy of your passport
6. Three passport size photographs
7. A copy of PAN card

ELECTRONIC COPY ONLY



Apr 16, 2021

Offer ID : 234490

Subhadeep Patra

S/O:Dhiman Patra,-,singur,chandan nagar,
khosal pur,Anandanagr,Anandanagr
Hoogly 712409
WEST BENGAL India

Dear Subhadeep Patra,

On behalf of Quess IT Staffing (A Division of Quess Corp Ltd.), (hereinafter referred to as "the Company") I am very pleased to offer you a position of **Technical Support Engineer LI India** in our organization. Your joining date will be **Apr 19, 2021**.

On the first day of the employment, please report to:

HP DOMESTIC

Hewlett Packard,
Bangalore.

Reporting Time : 9:00 AM

You will be paid a annual salary(CTC) of Rs. 2,91,600. Your salary composition and other details are listed in the Employment Agreement annexed to this letter. Please indicate your acceptance to the Employment Agreement by signing and returning it within seven days from the date of this letter to the following address. Please retain the second copy for your records.

Quess IT Staffing (A Division of Quess Corp Ltd.)

Attn HR: S.R. Infotech Complex, No.5/4-2, Thavarekere Main Road,
S. G. Palya, D.R. College Post

I look forward to welcoming you in our organization.

Should you need any further clarifications, please feel free to contact me.

Sincerely,

Approved By: Ronak DeepakBhai Tambe

Deputy General Manager
ronak.tambe@quesscorp.com

Created By: Arpita Khandelwal
Senior Consultant - Recruitment
arpita.khandelwal@quesscorp.com

EMPLOYMENT AGREEMENT

COMPENSATION STRUCTURE:

Your individual compensation is strictly between yourself and the Company. It has been determined based on various factors such as your job, skills, specific background and professional merit. This information and any changes therein should be treated as personal and confidential.

Your total CTC will be Rs. 291600 and its composition will be as follows:

CTC Composition	Monthly Pay (Rs.)	Annual Pay (Rs.)
Basic Salary	15745.00	188940
House Rent Allowance	5293.00	63516
Statutory Bonus	1312.00	15744
Gross Salary	22350.00	268200
Company's Contribution to PF	1950.00	23400
Total CTC	24300.00	291600
Income Tax, Professional Tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.		

The salary will be processed on the 7th workday of each month. However, if the 7th falls on a holiday, salary will be paid on the next working day. The monthly pay slips will be made available electronically.

Salary will be disbursed on receipt of your PAN card number.

TIME SHEETS:

You are required to follow our client's specific timesheet process as per the timelines. In the absence of client's specific process, you will receive Timesheet alert email with template along with the guidelines from your Timesheet SPOC at Qness. This has to be filled and approved by your manager over the email and it should reach the SPOC along with attachment before the timeline as briefed by Qness HR. Any delays in the timesheet approval process will lead to delay in the payment of your salary.

STATUTORY BENEFITS:

You will be governed as per the respective acts of ESIC, PF, Bonus & Gratuity, as per the rules in force, from time to time.

GROUP MEDICLAIM INSURANCE:

You and your approved dependent family members are eligible to enroll in Company's Group Mediclaim Insurance Policy. The annual premium as applicable will be deducted from your first month salary.

BACKGROUND CHECK:

The Company reserves the right to verify the information furnished by you in your application for employment and through other documents. If it is found that you have misrepresented any information in your application for employment or have furnished any false information or have concealed / suppressed any relevant material facts,

your services are liable to be terminated any time, without any notice or compensation in lieu thereof. As per the requirement. Also appropriate BGV cost would be deducted from your salary in six equal instalments.

MEDICAL CHECK:

As per the Company policy, employees are required to undergo medical check on request at authorized medical centers and submit a duly certified copy of the medical certificate.

NO-SHOW:

Failure to report at the specified office on the Apr 19, 2021 shall be deemed as "No-Show". In such an event, the offer stands cancelled, and you shall be liable to pay one month's salary as penalty to the company for the loss suffered by the company.

JOB ROLES & RESPONSIBILITIES:

You shall be responsible for the performance of the functions expected of Technical Support Engineer LI India and any additional functions and duties that may be assigned to you in connection with the business and operations of the Company.

You shall use the best of your efforts to promote, develop and extend the business of the Company and comply with the directions and regulations of the Company at all times, and in all respects.

ASSIGNMENT:

You shall acknowledge that the services to be rendered by you are unique and personal. During your service with the Company, you shall not assign any of the rights or delegate any of the duties or obligations under this Agreement without the prior written consent of the Company.

LEAVE:

You will be entitled to 12 days of Annual Leave, and 6 days of SL and 6 days of CLs in a year (total 24 days of leave PA). Every month 2 days of leave will be credited upon providing full month of your service. Only Annual leave can be carried forward to next calendar year, the cap on annual leave that can be carried forward is 30 days. All annual leaves in excess of 30 days will be forfeited. Unused annual leave can be encashed at the end of your service at the rate of basic salary.

FURLOUGH:

Every year the client to whom you are deputed as per the contract, announces a Furlough, wherein associates deputed to them are not required to work for a certain number of days. During Such Furlough days you are not required to work nor is such days paid for by the client since no work gets done. Accordingly, if such Furloughs were to be announced by the clients hereafter, for the days of such Furlough including the Preceding, succeeding and intervening weekly holidays will be considered as no-work-no-pay days and the salary for the months in which such furloughs are in place, will be after adjustment for the Furlough days including the Preceding, succeeding and intervening weekly holidays as No Pay days.

HOLIDAYS:

As each region may have a different set of holidays, your holiday schedule will be governed by your office location.

DOCUMENTATION:

Upon being so required by the Company, you shall make, sign and execute all deeds, documents, and declarations as may be deemed necessary by the Company and/or its clients (including privacy and confidentiality agreements).

INDEMNITY:

You shall keep the Company indemnified for any damages, which the Company or its client may suffer due to any act/acts by you including breach of any terms of this agreement. In case you fail to return the assigned HP Inc. assets like headset/adaptor you will be liable to pay Rs.10,000/- or actuals as per value of asset.

UN-AUTHORIZED ABSENCE:

Any absence for 3 consecutive business days without prior permission will be treated as un-authorized absence from the work. In such a case, the Company is entitled to terminate your services and/or seek compensation for any loss suffered by the Company or its Client due to such an absence.

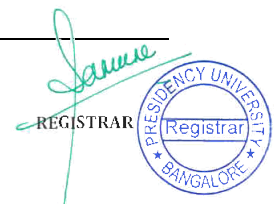
CONFIDENTIALITY & NON DISCLOSURE:

You hereby acknowledge that by the reason of your services with the Company you will have access to records, documents, drawings, forms, reports, studies, memoranda, correspondence, manuals, plans, magnetic media and other information sources ("Confidential Material") and such Confidential Material constitutes the property of the Company and/or its clients, enables the Company and/or its clients to compete successfully in business and was acquired or created by the Company and/or its clients at substantial expense. In consideration of your services and the above disclosures, you agree that:

You will disclose to the Company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material"), relating to the Company and its clients which you acquired or developed during the term of your services with the Company and that such Proprietary Material is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours, at the Company facilities, or with the Company property or personnel. You will not disclose any such Proprietary Material to any unauthorized person during or after the completion of services with the Company.

You will not remove from the Company premises and/or the premises of its clients any Confidential Material, except in the performance of your duties. Upon termination of your services or when called upon by the Company, you will surrender all such Confidential Material together with any other the Company property that have been provided to him/her by the Company and/or its clients.

You agree to comply with a supplementary agreement, when issued, between the Company and a client regarding privacy and confidentiality. Such agreement will be incorporated into this Agreement by reference, including improvements or modification. "Proprietary Material" relating to the Company and its clients which you acquired or



developed during the term of your services with the Company and its client is the sole property of the Company or its clients, regardless of whether or not its acquisition or development occurred during work hours.

NON COMPETE & NON SOLICITATION:

You agree that during your services with the Company and continuing for a period of eighteen (18) months after termination of your services with the Company, you:

- a) Will not individually or on behalf of or in conjunction with any other person or entity (except on behalf of the Company), directly or indirectly, solicit, sell to, or perform similar services as provided by or available from the Company, for any clients of the Company.
- b) Will not seek and obtain employment, training, or contract for employment or seek to serve as you or otherwise to clients of the Company, customers, accounts or prospects, without the written permission of the Company.
- c) Will not directly or indirectly solicit or hire or cause others to solicit or hire any other employee of the Company.
- d) Will refrain from doing any sort of business for any kind or any purpose with the list of Quess clients with which you were engaged with while you were employed with Quess.
- e) Unless pre-approved by the Company in writing, you will not, during the period of this assignment, prepare, compile, submit or publish any articles or contribute to any other publication or television serials / films / video presentations or assist anyone directly or indirectly in this regard.

WAIVER:

A waiver by the Company of a breach of any provision of this Agreement by you shall not operate or be construed as a waiver or estoppel of any subsequent breach by you. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

JURISDICTION:

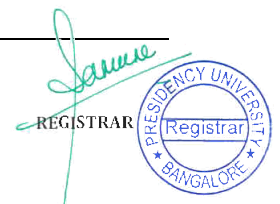
In case of any dispute arising out of the Agreement, it shall be subject to jurisdiction of appropriate Court of Hyderabad, Andhra Pradesh, India.

TERMINATION BY THE COMPANY:

The company may terminate your services with or without cause under the following conditions:

With Cause: The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company's reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your superior officer. (7) Providing any false information to the company.

Without Cause: In the event that the employment is terminated without Cause, the EMPLOYEE will be provided



with a 30 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to the consolidated compensation package for a period of 30 days, calculated on the basis of the last basic salary.

RESIGNATION BY EMPLOYEE:

If you wish to leave the services of the Company, a clear written notice of 30 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

However, due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

MORAL CONDUCT:

You shall not resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to your service or the service of any other employee.

ALTERNATIVE EMPLOYMENT:

You will be a whole time employee of the Company and will not engage yourself directly or indirectly in any other trade, business, profession or any other employment part time or full time anywhere in any capacity, either honorary or otherwise, whilst in the services of the Company. The findings of the management in this respect are final and binding. Breach of this condition shall lead to the termination of your services by the company without any notice or compensation.

COMPANY PROPERTIES IN YOUR POSSESSION:

You are expected to take proper care of company properties entrusted to you by the company. In the event of your resignation/termination you are obliged to return all the company's property like access/ ID card, documents, machines, data, files and books etc., in your possession in good condition, or reimburse the value of the same. You shall also officially hand over your job responsibilities to your immediate supervisor or any other person nominated by the management for this purpose.

CHANGE OF ADDRESS:

Any change of residential address should be intimated to the department head in writing within 3 days from the date of such change. Your address as indicated shall be the correct address for sending all communications to you unless other wise intimated in writing by you. Communications addressed to you at the above address shall deem to have been duly served.

CODE OF CONDUCT:

During your services with us, you are expected to behave and perform in a manner that preserves the Company's and its Client's values and commitments.

Any or all of the terms and conditions pertaining to your services with the Company may be modified or changed at